



AMERICAN SOCIETY
OF PROFESSIONAL
ESTIMATORS

Associate Estimating Professional Program Brochure







AMERICAN SOCIETY OF PROFESSIONAL ESTIMATORS

CORE PURPOSE

ASPE is the construction industry's leader and recognized authority in professional estimating through excellence in education, certification, and standardization.

CORE VALUES

Education

ASPE educates and mentors professional estimators for the sustainability of the construction industry.

Professionalism

ASPE promotes the lifelong pursuit of excellence and credibility in professional estimating.

Fellowship

ASPE develops a fellowship of professional estimators that connects and leads the construction industry.

8 REASONS TO EARN THE AEP DESIGNATION

Everyone understands that MD following an individual's name indicates Medical Doctor. And most people recognize that CPA signifies Certified Public Accountant. Associations and professions use certification to recognize qualified and competent individuals. The following are significant reasons an estimating professional should consider earning the AEP designation.

- Grants you professional credentials
- Demonstrates your commitment to the industry, and to the estimating profession
- Reflects personal achievement
- Builds self-esteem
- Improves opportunities for advancement
- May provide for greater earning potential
- Confirms and advances your skills and knowledge
- Prepares you for greater on-the-job responsibilities

OVERVIEW

Earning the Associate Estimating Professional designation is an acknowledgment that you have met, and continue to meet, the criteria established as determined by the American Society of Professional Estimators (ASPE). Attaining this recognition requires continuing commitments to ethics and education. It is a commitment by the individual to the construction industry, ASPE, and to himself/herself.

ASPE offers the highest form of professional recognition an estimator may earn. Through its Certification Program, ASPE recognizes the knowledge, commitment, and ethical awareness of the Associate Estimating Professional (AEP) and Certified Professional Estimator (CPE), alike.

It is the only program of its kind to attest that a construction estimator has met the necessary educational requirements and has the capabilities required of our profession.

With such diversity of backgrounds among estimators, the development of programs for the professional construction estimator has been a demanding and rewarding process. Despite all the varied disciplines and levels of detail, the fundamental principles of construction cost estimating remain universally applicable. Beyond these fundamentals, however, the realms of varied disciplines make construction estimating one of the most unique, challenging, and fulfilling professions an individual may pursue.

ASPE recognizes the fundamental estimating principles inherent to all types of construction estimating. Whether for general, mechanical, electrical, or specialty disciplines, or for an owner, designer, or contracting firm, the estimator requires knowledge that is applicable in virtually all circumstances.

All Candidates seeking the Associate Estimating Professional designation must read and understand the AEP Program Handbook. The Handbook provides the Candidate with an overview of the requirements and guidelines of the designation process.

The General Estimating Knowledge Exam (GEK) evaluates the Candidate's overall knowledge of estimating, including quantities, contract terms and conditions, cost reporting, ethics, and other fundamentals of estimating. A Candidate will not achieve AEP designation status until a passing grade is earned on the Exam.

Once recognized as an AEP, the estimator will be expected to keep abreast of current trends and improved practices in the construction industry. Conformance is measured under the provisions of the AEP Renewal Program. This Program requires annual renewal. Refer to the AEP Renewal Handbook for further details.

Professional evaluation is one of many ways the American Society of Professional Estimators promotes the profession and benefits the construction industry.

STEPS TO EARNING YOUR DESIGNATION

- **Submit Application and Fees:** A Candidate's AEP Program Application is to be electronically submitted and applicable fees paid prior to beginning the Program. Acceptance into the AEP Program will be confirmed with the Candidate via email.
- **Review the AEP Program Handbook:** Review of the AEP Program Handbook will ensure a Candidate's understanding of the goals and expectations of the Program.
- **General Estimating Knowledge (GEK) Exam:** Candidates are required to schedule this Exam with a proctor. The GEK Exam has a time limit of four (4) hours. Scheduling of the Exam is to be coordinated with the Certification Team to confirm test details with the Proctor in advance of the Exam date. If a passing score is not earned, one re-take of the Exam will be allowed.

MAINTAINING YOUR DESIGNATION

The Construction industry changes continually; and the AEP must be aware of these changes, with the ability to evaluate their impact upon and within his/her trade. We, as a Society, must show the industry and the public that the AEP is an educated and motivated person who maintains his/her level of knowledge through continued education and interaction with others in the industry.

AEP RENEWAL PROCEDURE

The AEP is responsible for documenting Professional Development Unit (PDU) credits earned by entering PDUs into their Professional Development Journal. The AEP will complete an online Renewal Application, annually, and pay applicable fees.

Each current participating AEP must apply for renewal of their designation annually and prior to their Cycle End Date. The AEP is responsible for documenting and accumulating supporting documentation for the PDU credit total.

The Renewal process may be modified from time to time and may include additional categories and requirements. The Renewing AEP, however, will be granted PDU credits based upon the Professional Development schedule in effect at the beginning of their current cycle and per the implementation schedule published. For updated information, please visit the ASPE website, www.ASPEnational.org.

Steps for AEP Renewal: Professional Development Units

1. Earn and record earned PDUs in the Professional Development Journal (via your online ASPE Profile). Twelve (12) PDU credits are required on an annual basis.
2. Complete the online AEP Renewal Application
3. Pay the annual Renewal Fee
4. Upon successful completion of the above steps, ASPE will issue renewed credentials. If selected for a quality audit, you will be required to provide supporting evidence of the PDUs claimed.
5. Leverage your AEP designation for the benefit of yourself, your organization, and the estimating community. Begin your professional development for your next renewal cycle.





AEP PROGRAM DETAILS

Cycle Dates

Annually - January 1 thru December 31

AEP Program Fees

New Applicant - Member	\$165
New Applicant – Non-Member	\$180

Renewal Certification Fees

ASPE Member		
On-Time Renewal: Annually	\$ 50	
Late Renewal:	\$ 50 + \$50 Per Month Late	
Non-Member		
On-Time Renewal: Annually	\$350	
Later Renewal:	\$350 + \$50 Per Month Late	

Renewal Requirements

The AEP Renewal Program supports ongoing professional development. AEPs must accrue a minimum twelve (12) Professional Development Units (PDU) annually.

Notes

- The AEP Fees are subject to change.
- The Program Fees include Application Fee, GEK Study Guide, and GEK Exam Fees (including one re-sit), and administrative services associated with Application review and AEP Program management.

For more information, direct inquiries to Certification@ASPEnational.org

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