



CMMI® Certification - Certified CMMI Associate Policy

Purpose

This policy outlines the process for earning and maintaining the CMMI Associate certification.

Scope and Applicability

This policy applies to all individuals currently certified or interested in becoming a Certified CMMI Associate.

Policy Implementation Detail

Certified CMMI Associate Exam Prerequisites

To become eligible to take the CMMI Associate exam to become a Certified CMMI Associate, a Candidate must successfully complete the Foundations of Capability training course or equivalent upgrade training.

Registering for the CMMI Associate Exam

- The Certified CMMI Associate Exam is bundled with the Foundations of Capability and CMMI Upgrade Training courses and may be accessed as soon as either course has been completed.
- The CMMI Associate Exam remains valid for 30 days from the first day of attending the Foundations of Capability or CMMI Upgrade Training course. If candidates do not take their exam within those 30 days or do not pass the CMMI Associate Exam, they may purchase exam access by contacting ISACA.
- The CMMI Associate Exam is an open-note, unproctored exam available to candidates within the CMMI Training Center.
- Candidates may take any available translation of the Certified CMMI Associate Exam. If the exam has not been translated to a candidate's preferred language within 30 days of the Candidate's Upgrade Training or Foundations of Capability course completion date, the Candidate may either take the exam in English or wait until a translated version of the exam becomes available. Any Candidate waiting beyond the 30-day limit must pay a fee to take the exam.

Taking the CMMI Associate Exam

- Candidates must be alone in the exam room.
- Candidates have 180 minutes to complete the 60-question, multiple-choice exam.
- Logging out and logging back into the same exam is not permitted.
- Candidates may not take pictures or screen captures of any portion of the exam.
- Candidates may use the online model during the exam. If the online model access has expired, the candidate may purchase a license for online model access during the exam.
- Candidates may also use their unique saved or printed copy of the model as well as their own course notes during the exam.
- ISACA reserves the right to assign an exam proctor.

Achieving Certified CMMI Associate Certification

- Candidates must receive a score of 80% or higher to pass the exam.
- Individuals with a passing exam score may view and print their CMMI Associate certificate by selecting "Achievements" within the CMMI Training Center.
- Certified CMMI Associate status is valid for three years after successfully passing the exam. The certification may be renewed by retaking and passing the exam every three years. CMMI Associates must remain in good standing to be eligible for renewal; "good standing" is defined as having no outstanding invoices and having no Code of Professional Conduct or program requirement violations
- Being a Certified CMMI Associate is a prerequisite to serving as an Appraisal Team Member (ATM) on a CMMI Appraisal.

Additional References

- Questions regarding this policy should be submitted via support.isaca.org.
- Published Policies are available at [cmmiinstitute.com](https://cmmiinstitute.com/partners/policies) on the policy page:
<https://cmmiinstitute.com/partners/policies>

Revision History

Version Number	Date Published	Date Effective	Changes
V2.3	11 February 2022	30 June 2019	Updated renewal eligibility requirements
V2.2	26 October 2021	30 June 2019	Updated to ISACA and current CMMI branding; minor grammar and readability edits
V2.1	30 September 2019	30 June 2019	Updated format & structure
V2.0	30 June 2019	30 June 2019	Updated policy formatting, and included additional detail.
V1.0	4 December 2018	4 December 2018	Initial release of policy.