



## INFORMATION TO CERTIFY IN PROJECT MANAGEMENT (PMP OR CAPM)

### OVERVIEW

The *Project Management Training Institute (PMTI)* (US Based organization) is registered to offer the Project Management Professional (PMP) certification and that is recognized world-wide.

The certification exam is based on the Project Management Body of Knowledge Guide (PMBOK®), 6<sup>th</sup> edition - *released in September 2017*. This text is the basis for all training and upgrading programs.

### ELIGIBILITY CRITERIA

To apply to PMTI, an applicant with a 4-year degree must meet the PMP Eligibility Criteria as follows:

- 3 years (36 months) of unique non-overlapping professional project management experience
  - The experience must be leading or directing projects that are non-overlapping, cumulative across all process groups, and within the last 8 years to be counted on the PMI PMP application.
- 4,500 hours leading and directing projects (documented proof required)
- 35 hours (minimum) project management education that preferably covers initiating, planning, executing, monitoring and controlling, and closing

(For someone with only a secondary degree – high school diploma, associate degree or global equivalent, the criteria requirements are higher – 5 years (60 months), 7,500 hours and 35 hours of education)

### PMP APPLICATION PROCESS

#### PMP Application Process

1. Register to become a member of the Project Management Institute (PMI).
  - Current membership cost is \$139 and provides for a reduction on exam fees.

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- The standard non-member price to take the exam is \$555 versus the PMI member price is \$405 (USD) for the exam.
2. Take a PMP Course to satisfy the required 35 hours (PDUs) education requirement.
3. Submit your PMP application online.
  - There is no rush to do this step, because as per PMI rules the 35 hours of training must be completed first.
  - PMI® will review the application and responds within 3 to 5 business days.
  - Once an application is approved, an invitation to pay for and schedule the exam is provided.
4. Schedule the exam with Prometric.
  - After the application has been approved you have one year to take the exam
  - The exam may be taken up to three (3) times during the eligibility period.
5. Take and pass the PMP Exam
  - The PMP Exam is 200 questions with a 4-hour time limit.
  - The questions are broken down into 5 process groups; Initiation (13%), Planning (24%), Executing (31%), Monitoring and Controlling (25%), Closing (7%).

## 35+ HOUR EXAM PREPARATION EDUCATION PROGRAMS

Look for a program that is a PMI (Project Management Institute) Registered Education Provider (R.E.P.)

### **Langara College Continuing Studies – [Advanced Project Management Certificate](#)**

The certificate program provides more than three times the required amount of project management training, and the course content is regularly updated to match the current version of the PMBOK® Guide. Guidance on studying for the exam also provided.

**UBC - PMP examination prep course (35 hours)**

<https://continuingstudies.sauder.ubc.ca/courses/pmpr-examination-prep/il702>

**UVIC - [PMP Examination Prep Course](#) (35 hours)**

### **PMI West Coast Chapter – [PMP/CAPM Preparation Course](#)**

- Offered at BCIT downtown campus
- 5 Saturdays (0830 – 1700)

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## FULL PMP TRAINING CERTIFICATE PROGRAMS

**SFU** – [Project Management Certificate program](#) (5 months full time, up to 2-years completion part time)

**UBC Continuing Studies** - [Certificate in Project Management](#) is offered fully online can be completed as either a 'bootcamp' (3.5 months) or part-time (6 to 9 months) format. The part-time program is designed for experienced professionals. Through instruction, collaboration, discussions and team assignments, key project management concepts, tools and techniques are acquired.

Specializations - Hybrid (In-class and online) are also available to augment the PMP certificate.

- In addition to the essential knowledge and skills required for project management, students have the opportunity to concentrate their studies in one of three areas of specialization: [Agile Leadership](#), [Business Analysis](#), or [Change Management](#).
- Depending on the specialization selected courses may be in class or offered online.

**UVIC** - [Masters Certificate in Project Management](#) (MCPM) is an executive program delivered in 2 to 3-day modules (18 days over 5 months, every two weeks) for a total of 9 modules, 120 hours of instruction.

This executive credential is designed for anyone who does NOT have their PMP® designation from PMI and who wishes to consolidate and certify their project management training for career success. The [brochure](#) provides specifics about the credential.

**Royal Roads** - [Graduate Certificate in Project Management](#) is a 6 months, mixed delivery program designed for professionals with a minimum of two years' work experience. The program provides advanced project management skills with industry professionals who help develop a robust foundation in project management and apply that knowledge within an organization.

Applicants who do not have the formal academic education to qualify for admission may be assessed on the basis of both their formal education and their informal learning, in accordance with the Flexible Admission Policy (<http://www.royalroads.ca/prospective-students/flexible-admission>)

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## MAINTAINING PMP CERTIFICATION WITH PMI

Certification is valid for 3 years.

Must acquire 60 PDU credits (professional development) within 3-year period.

- can claim maximum of 8 PDUs for being a project management practitioner as part of your job.
- Can claim 17 PDUs by means of "Other Giving Back"
- A minimum of 35 PDUs as part of the continuing education.
- Must earn a minimum of 8 PDUs in each of the categories of Technical Project Management, leadership, and Strategic and Business Management.

## ALTERNATIVE EDUCATION CERTIFICATION PROGRAMS

**Royal Roads** - [Graduate Certificate in Change Management](#)

- (blended delivery) (Certified by Associate of Change Management Professionals (ACMP)

**PMI** - [Certified Associate in Project Management](#) (CAPM)

- Prerequisites are a secondary degree (e.g. High school diploma, etc.) + 1500 hours project experience
- Or 23 hours of project management education completed by the time you sit for the exam.
- The PMI Project Management Basics online course fulfills the 23 hours of project management educational prerequisite.

The CAPM exam is tied very closely to the PMBOK® Guide, 6<sup>th</sup> edition, despite the 7<sup>th</sup> edition having been published in 2021. The CAPM exam updates independently from the PMP.

PMI offers the resource - [Prepare for the PMP Exam](#). The institute also offers a range of certifications and the [framework](#) provides all the certification options and years of experience required for each.

## RESOURCE

Project Management Institute (PMI) - <https://www.pmi.org/explore>



## JOB BOARDS

Adzuna - <https://www.adzuna.ca>

BCJobs - <https://www.bcjobs.ca>

Indeed - <https://ca.indeed.com/Project-Manager-jobs-in-Vancouver,-BC>

WowJobs -

[https://www.wowjobs.ca/BrowseResults.aspx?q=Project+Manager&s=r&l=Vancouver%2C+BC&job=3Z0p0vsx57Qp\\_EINHpHn85w\\_ZGK-O1fOHdz1-Zbma6JrqR\\_1kFok6g](https://www.wowjobs.ca/BrowseResults.aspx?q=Project+Manager&s=r&l=Vancouver%2C+BC&job=3Z0p0vsx57Qp_EINHpHn85w_ZGK-O1fOHdz1-Zbma6JrqR_1kFok6g)