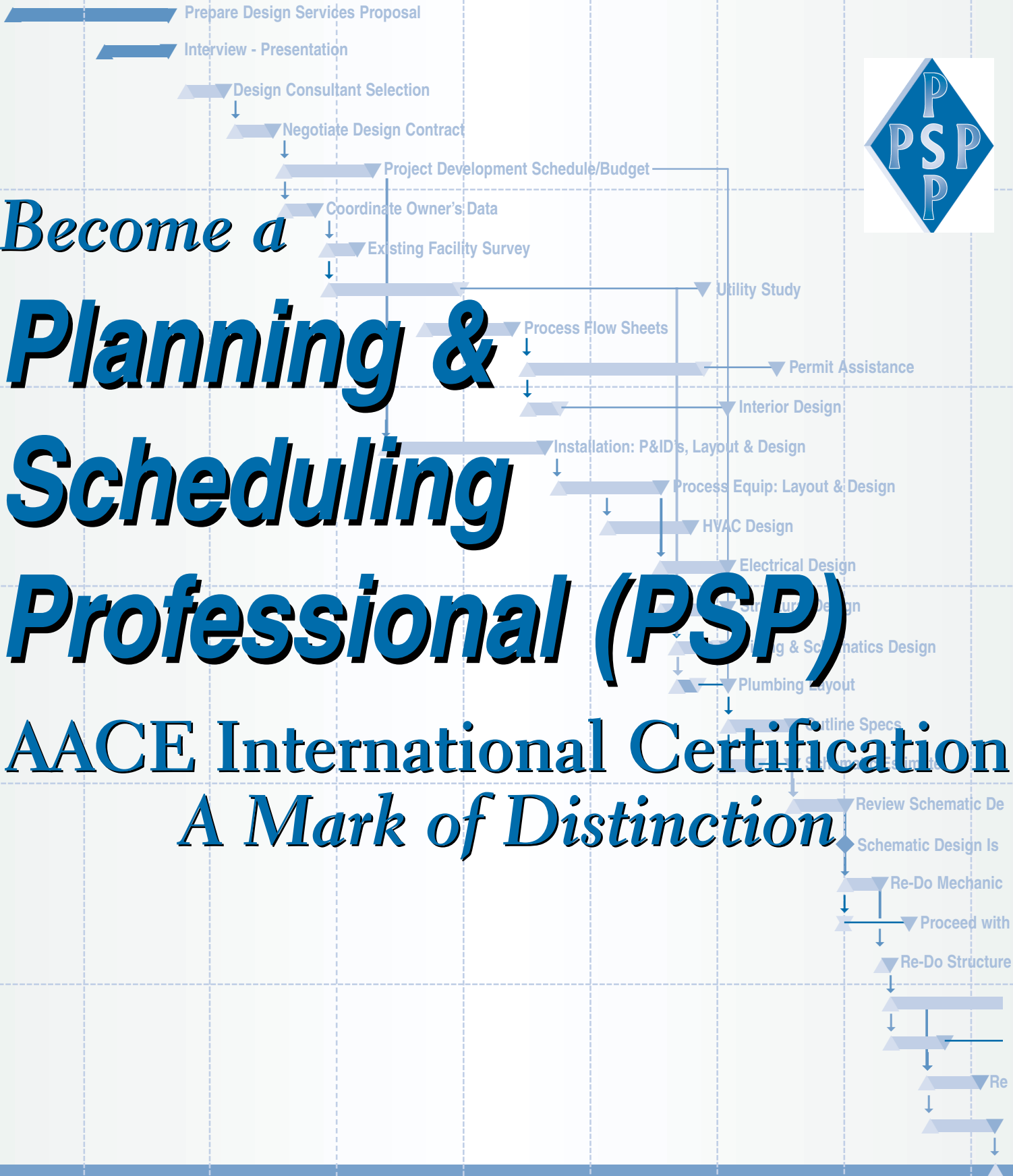


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Become a
Planning & Scheduling Professional (PSP)
 AACE International Certification
A Mark of Distinction



AACE International's newest certification program is designed to establish credentials for the Planning and Scheduling Professional. This certification program gives professionals a means to validate your skills and knowledge and, if successful, be designated as a PSP.

While many professionals do planning and scheduling, until now there was no way to effectively measure your capabilities - except through real-life performance. AACE's new PSP certification provides an exam and experience validation that lets industry consumers identify those who meet the program's competency standards.

Earn your mark of distinction by becoming a PSP.

What is the PSP?

A distinguished task force of industry experts assembled by AACE International created the PSP program. The intent is to recognize specialists who meet a demanding set of planning and scheduling criteria by a rigorous examination, experience, education and ethical qualifications. The PSP requirements have been established to reflect the sophistication of individuals in today's planning and scheduling industry and to fairly measure their knowledge, experience and best management practices.

PSP certification will distinguish you as a Planning and Scheduling Professional who has the knowledge and skills that impact the bottom line. With AACE Certification, you can be sure that you have met a high quality standard.

AACE's certification experience is extensive. AACE has offered the Certified Cost Consultants (CCC) and Certified Cost Engineers (CCE) certification since 1976, and has other programs accredited by the Council of Engineering Specialty Boards (CESB) and the International Cost Engineering Council (ICEC).

Summary of PSP Certification Process

Candidates for the Planning and Scheduling Professional (PSP) designation must meet these minimum requirements:

1. Experience requirements

At least 8 full years of professional experience, of which up to 4 years may be substituted by college/university degree. Related degrees include: engineering, building construction, construction technology, business, economics, accounting, construction management, architecture, computer science, mathematics, etc.

2. Submit application and fees

AACE Members US\$345.00

Non-Members US\$425.00

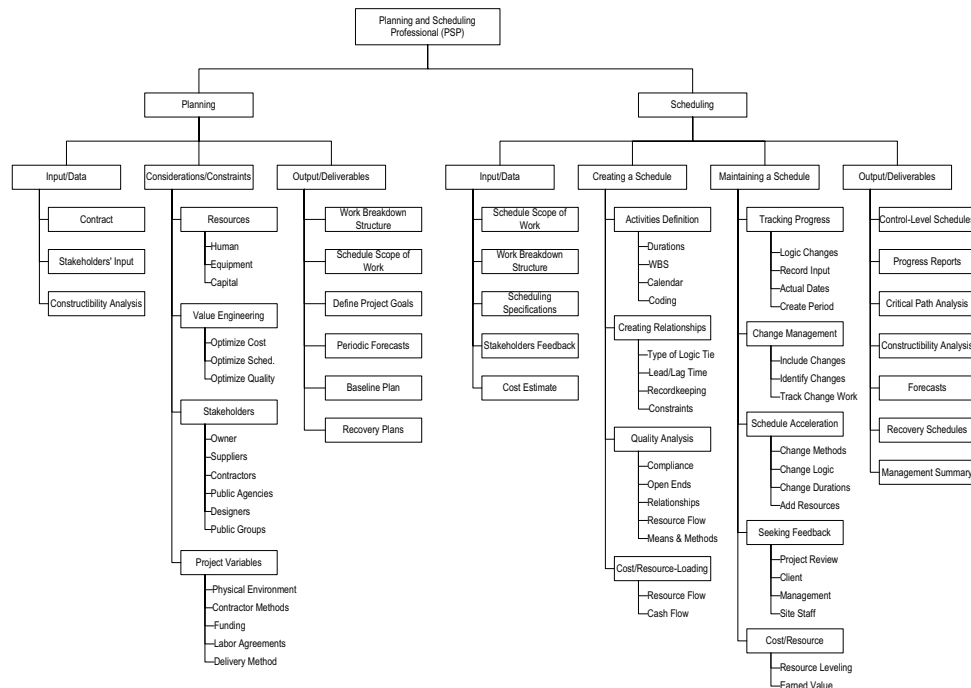
Submit the application, work/education verification and fees, at least 40 days before the next exam date to be scheduled at an exam site.

3. Document experience/education

Applications are reviewed and verified. Please submit a copy of college degree(s) with your application, plus any letters that could expedite the verification process.

4. Pass the examination

To become PSP certified, a 70% passing grade must be achieved on the 7-hour exam as determined by the Certification Board.



“Obtaining PSP Certification will demonstrate your high standard of performance in your profession.”
—Ted Douglas, CCC PSP

“When I say that I'm a planner and scheduler, employers immediately recognize how they could use someone with my skills. Being certified as a Planning and Scheduling Professional will help my employer sell me on proposals and will improve my own marketability when seeking work.”

—Vera Lovejoy, PSP

The examination process

The PSP examination consists of four parts (1 hour 45 minutes each).

- Part I is Basic Knowledge. It consists of multiple-choice questions concerning the basics of planning and scheduling.
- Part II is Planning and Scheduling Applications. It consists of multiple-choice questions involving planning and scheduling scenarios.
- Part III is a Practical Exercise. This part entails answering a series of multiple-choice questions concerning various aspects of a single problem.
- Part IV is a real-time Communications Exercise. It requires the candidate to draft the equivalent of a one-page typewritten (maximum) memorandum to simulate reporting on planning and scheduling analysis to the project manager, explaining the issues and proposing a solution regarding a given problem.

Ethics

By submitting a PSP application, all candidates agree to adhere to the AACE Canon of Ethics. This is a criterion that says all individuals will practice their profession in a manner that meets fundamental ethical standards. The full AACE Canon of Ethics can be found at: www.aacei.org/certification/.

Study materials

Recommended reading lists are available from AACE and are posted on the AACE website. Primary references include, but are not limited to: Skills and Knowledge of Cost Engineering, 5th Edition, CPM in Construction Management, 5th Edition, Project Management: A Systems Approach to Planning, Scheduling and Controlling, 8th Edition, and Associated General Contractor's Construction Planning and Scheduling Manual (current edition).

As your career advances, PSP goes with you

The PSP designation is versatile. It is a mark of distinction. As with any specialty certification, a primary concern is to ensure that all credentials are always up to date. That is why the program requires you to recertify every 3 years by either professional credit plan or re-testing. The recertification program is designed to ensure that you have maintained continued expertise through work experience, continuing education, professional development, and active involvement in the profession.

Cancellation/Refund policy

The PSP certification program application fee is non-refundable. An applicant scheduled to take an examination who fails to appear at the scheduled time and place is required to pay a re-sit fee of \$60.00 before rescheduling to take the examination a later date. Exceptions should be requested in writing to the AACE Certification Board.

“AACE International's new Planning and Scheduling Professional certification program is an excellent opportunity for any active project programmer to earn, by demonstrated competence, industry recognition.”

—Dr. John O. Evans, III PSP

The AACE International Certification Exam is now available at any time during the year (instead of only in June/July and December) as long as the following criteria is met:

- Headquarters must receive a forty-day notice for the exam date
- The exam will only be offered to a group with a minimum of five candidates
- The proctoring body must be a corporation/employer or a local section of AACE International
- All participant's applications must be in to AACE Headquarters no later than 14 days in advance of the exam date

For further information on this or any other questions you may have, please contact AACE International's Headquarters at info@aacei.org or phone +1.800.8582678 or +1.304.2968444.



Visit AACE International online at - www.aacei.org



209 Prairie Avenue
Suite 100
Morgantown, WV 26501 USA



“Planning and Scheduling Professionals are the creators of the future - today! I know I am working with competent experienced professionals when I see the PSP certification.”

—Paul E. Makris, PE JD PSP

AACE International is a 501(c)3 non-profit professional association **Promoting the Planning and Management of Cost and Schedules.**

Since 1956, AACE International has provided its members with the resources they need to enhance their performance and ensure continued growth and success. With about 5,500 members world-wide, AACE International serves cost management professionals: planners and schedulers, project controls managers, cost managers and engineers, project managers, estimators and bidders, and value engineers. AACE International has members in 78 countries and currently includes 70 local sections.

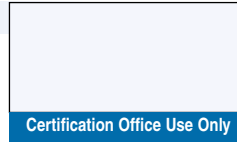
AACE has been certifying individuals as Certified Cost Consultants (CCC)/Certified Cost Engineers (CCE) since 1976 and Interim Cost Consultants (ICC) since 2000. Find us on the web at www.aacei.org.

AACE International Certification – A Mark of Distinction.

PLANNING & SCHEDULING PROFESSIONAL (PSP) CERTIFICATION APPLICATION

Please type or print all responses.

This application is for certification as a
Planning & Scheduling Professional (PSP)



I plan to attend the examination scheduled on _____.
 I prefer to take the test at the _____ location.
 Note: See **Cost Engineering** magazine or our website at www.aacei.org for a list of locations or call the Certification Office.

GENERAL INFORMATION:

Indicate the address where you wish to receive correspondence. Home Work

Name (please print as it will appear on certificate): _____
 Home Address: _____
 Home Phone: _____ Home Fax: _____ Home E-mail: _____
 Company Name: _____ Company Address: _____
 _____ Job Title: _____
 Company Phone: _____ Company Fax: _____ Company E-mail: _____

AACE INTERNATIONAL MEMBERSHIP INFORMATION:

Are you a member of AACE International? Yes No
 Are you a member of a local section? No Yes, the _____ section.
 Membership Grade Honorary Member Full Member Associate Member Fellow Former Member Currently applying for membership

EDUCATION INFORMATION:

Attach a copy of each diploma received or a transcript from each college/university. If no degree received, indicate number of hours earned toward degree: _____.

College/University _____	College/University _____
City, State or Province, Country _____	City, State or Province, Country _____
Degree and Major _____	Degree and Major _____
Date Received _____	Date Received _____

OTHER REGISTRATIONS/LICENSES HELD/AACE CERTIFICATIONS:

Attach one copy of each registration/license listed.

State/Province	License Number	Type or Field
1. _____	_____	_____
2. _____	_____	_____

WORK EXPERIENCE:

List chronologically, most recent first. Attach additional sheets as necessary to fulfill experience requirement.

From: _____ To: _____ Title: _____
 Company Name: _____
 Work Mailing Address: _____

 Phone: _____ Fax: _____
 E-mail: _____
 Immediate Supervisor: _____
 Job Duties: _____

From: _____ To: _____ Title: _____
 Company Name: _____
 Mailing Address: _____

 Phone: _____ Fax: _____
 E-mail: _____
 Immediate Supervisor: _____
 Job Duties: _____

From: _____ To: _____ Title: _____
 Company Name: _____
 Mailing Address: _____

 Phone: _____ Fax: _____
 E-mail: _____
 Immediate Supervisor: _____
 Job Duties: _____

Please complete all applicable sections and provide appropriate verification so that your application can be quickly processed.

If you are handicapped and require special access or other accommodations, please attach a separate sheet detailing your requirements. Thank you.



PLANNING & SCHEDULING PROFESSIONAL (PSP) CERTIFICATION APPLICATION

CERTIFICATION FEES:

	<i>Early Fee</i>	<i>Regular Fee*</i>
AACE International Members	US\$295	US\$345
Nonmembers	US\$345	US\$425

**Applications postmarked after May 1 for 2nd Quarter exam and after October 1 for 4th Quarter exam.*

Check or money order enclosed Visa MasterCard American Express Eurocard Access

Name on Card: _____

Total Remitted: US\$ _____

Card Number: _____

CDN\$ _____

Signature: _____

Expiration Date: _____

Note: Applicants who cancel or reschedule after the application deadline will be subject to a \$60 re-sit fee if they wish to be scheduled for the next exam.
ALL FEES ARE NONREFUNDABLE.

AFFIRMATION:



QUESTIONS???

Address:

209 Prairie
Avenue Suite
100
Morgantown, WV
26501 USA

Phone:

+1.800.858.2678
+1.304.296.8444

Fax:

+1.304.291.5728

E-mail:

info@aacei.org

Having read the criteria for certification, and believing myself to be fully qualified, I hereby apply for certification by examination. I declare that all the submitted information is correct to the best of my knowledge and belief. In making this application, I fully understand it is for enrollment purposes only. To complete the certification process, I will execute the necessary documents, submit to written examinations as required, be present for oral interviews if necessary, and supply further information as determined by the AACE International Certification Board. I further understand, and by my signature subscribe to, the AACE International Canon of Ethics, with the knowledge that any false statement or misrepresentation that I may make in the course of these certification proceedings may result in the revocation of this application and the issuance of a complaint of violation.

Further, it is agreed that:

- all information and data submitted with this application will be used by AACE International only to verify the expertise of the applicant, and such information will not be divulged to any other person.
- the applicant hereby authorizes AACE International to investigate and verify all information, references, and other data and attachments to this application.
- the applicant agrees to hold all information, interview contents, tests, and other certification matters in the strictest of confidence. Such information shall not be copied or divulged in any way.
- the AACE International certification program is administrated by AACE International for the benefit of applicants. As an applicant, I agree to hold AACE International harmless from any consequences of acceptance or rejection of this application and to hold AACE International harmless from statutory violations or conflicts of this program.

Signature of Applicant _____ Date _____

Note: *This original application must be received by AACE International at least 40 days prior to the scheduled examination date. AACE reserves the right to reject any late application and/or to schedule late applicants for a subsequent examination date.*

Return completed application to:
Certification Office
AACE International
209 Prairie Avenue, Suite 100
Morgantown, WV 26501 USA

