

**Certified Materials & Resource Professional (CMRP) Certification Examination  
at the 2014 AHRMM annual meeting**

Instant Results! At this year's conference, the AHA Certification Center and AHRMM are pleased to offer a special administration of the Certified Materials & Resource Professional (CMRP) certification examination. Eligible candidates may want to take advantage of this opportunity to earn the nationally recognized CMRP credential. Register early. Registration is limited to 30 candidates per session and will be first-come, first-served.

The CMRP certification exam is based on practical experience and knowledge you may have gained academically as well as on the job. Candidates must meet fully the eligibility requirements to sit for the exam. Eligible candidates who receive a passing score on the CMRP certification exam earn the CMRP certification. For more information about the CMRP eligibility requirements, exam content outline and exam administration policy, refer to the [CMRP Candidate Handbook](#).

**Examination Date:** Sunday, August 3, 2014

**Location:** Orlando, FL

**Registration Deadline:** July 7, 2014

- Indicate preferred session time on the [CMRP exam application](#).
- Candidates who do not indicate a preferred time will be assigned to the morning session until that session is filled.
- If you are completing the CMRP review session offered by AHRMM, you must indicate the afternoon time slot. You will not automatically be assigned to it.
- Advance registration required. Registrations not accepted on site.
- Time slots are assigned in advance of the exam date and CANNOT be changed on the exam day.

**Special Laptop Examination Session I (limit 30 candidates)**

Check-in: 8:00 -9:00 am

Exam Administration: 9:00 am – 11:00 am

If you do not indicate a preferred time on your exam application, you will be registered for this time slot until all slots are filled. After this session is filled, candidates will be registered for the afternoon session. If you are attending a morning education session, be sure to select the afternoon session on your exam application. You will not automatically be assigned to it.

**Special Laptop Examination Session II (limit 30 candidates)**

Check-in: 1:00 -2:00 pm

Exam Administration: 2:00 pm – 4:00 pm

Plan your travel accordingly.

**Exam Registration Fee**

Exam fees are *not* part of conference registration or any pre-conference sessions. Registration for the review session does not include registration for the CMRP Certification Examination. Fees for the exam are paid to AMP (Applied Measurement Professionals, Inc.) when the CMRP Examination Application is submitted to AMP as directed on the application.

**Member fee for CMRP exam: \$275**

**Non-member fee for CMRP exam: \$425**

## Applying for the Exam

- Complete the [CMRP certification exam application](#) for this special offering. Be sure to indicate the preferred **Examination Time**.
  - If you do not indicate a time on the application, you will be assigned to the morning session.
  - Once the morning session is filled, you will be assigned to the afternoon session.
  - When the afternoon session is filled, no more applications will be accepted.
  - Testing session times cannot be changed on site.
- If using the application in the Candidate Handbook, for **Examination Type**, check “*Special domestic administration*” and write in August 3, 2014 - Orlando, FL. Also indicate the preferred examination time.
- Include payment. AMP does not accept personal checks.
- Submit exam application and payment to **AMP** for receipt by AMP by July 7, 2014. (AMP is the vendor with which the AHA Certification Center contracts for exam administration.) *By submitting the exam application, you are certifying that you meet the eligibility requirements as listed on the application and in the CMRP Candidate Handbook.*
  - Fax application with credit card application to (913) 895-4651 OR
  - Mail application with company or cashier’s check payment to:  
AMP, 18000 W. 105<sup>th</sup> St., Olathe, KS 66061-7543
  - Applications cannot be submitted online for this special administration.

*NOTE: To ensure that your application is processed correctly, please do NOT send exam applications or payment directly to AHRMM or the AHA Certification Center.*

## Application Deadline

- **AMP** must receive the exam application and fees by the deadline of July 7, 2014.
- Late applications will not be accepted. There will be no onsite registration for the exam.

## Registration Confirmation

- AMP will send confirmation of receipt of the exam application (via mail and e-mail) by July 22, 2014. If you do not receive a confirmation by then, contact AMP at 1.888.519.9901 or [info@goAMP.com](mailto:info@goAMP.com)

## Day of the Exam

- Only candidates who receive an exam confirmation from AMP will be allowed to test.
- Candidates will be allowed to test *only* at the time designated on the AMP-issued confirmation. Times are assigned in advance and CANNOT be changed on the day of the exam.
- Candidates must be on time. Late arrivals will not be allowed to test.
- *The exam will begin after all registered candidates arrive or at the end of the sign-in period- whichever occurs first.*
- *Candidates must bring two forms of identification and their confirmation letter.* For more information about the exam administration process, please refer to the [CMRP Candidate Handbook](#) posted on the AHA-CC website.
- Calculators are allowed, but not provided. Cell phones are not an acceptable form of a calculator.

- Any personal belongings brought into the testing room must be placed in the designated area of the room.
- *Candidates who pass the exam will receive from the AHA Certification Center their certificate of achievement and other materials about 4 to 6 weeks after the exam.*

### **Review course**

AHRMM is also offering a CMRP Overview Session on Sunday morning, August 3, 2014.

This review course is one of many ways you may chose to prepare for the exam or to validate your current knowledge of the content covered on the exam. Consider taking the review course in the morning and the exam in the afternoon. Exam registration is independent of registration and fees for the review course.

Eligible candidates who pass the exam may report the credit received for the review course and the conference toward the first certification renewal period.

Participation in the review class alone may not fully prepare you for the exam and does not guarantee that you will pass the exam.

### **For more information**

- ... about the CMRP review course or other preparation materials, contact AHRMM at [AHRMM@aha.org](mailto:AHRMM@aha.org) ..
- ... about registering for the exam, submitting your application and confirmation of registration, contact AMP at 1.888.519.9901 or [info@goAMP.com](mailto:info@goAMP.com)
- ... about the CMRP Certification Program, contact the AHA Certification Center at 312.422.3702 or [certification@aha.org](mailto:certification@aha.org)