Project Management Professional (PMP) Certification FAQs

GENERAL QUESTIONS

Can I get a digital copy of the PMBOK® Guide?

Yes, if you become a PMI member you can download a copy of the *PMBOK® Guide for free*. PMI membership is $159 per year plus an application fee. To access the *PMBOK® Guide* after becoming a member, visit www.pmi.org and log in. Scroll over the main menu item "*PMBOK® Guide* and Standards," then click the sub-menu item titled "Foundational Standards". From this page, you will find the current version of the *PMBOK® Guide* and be able to navigate to download a free copy of this publication.

If you are not a member of PMI, you can purchase a copy of the PMBOK for $99.

APPLYING FOR THE PMP CERTIFICATION EXAM

Where can I find more information about applying for the PMP Certification & Exam?

PMP has a dedicated website with detailed information on how to apply to become a PMP HERE.

What are the PMP Certification Exam Eligibility requirements?

PMP Eligibility requirements can be found on PMI's website found HERE. Current requirements include:
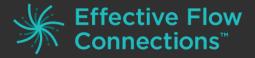
- A four-year degree
- 36 months leading projects
- 35 hours of project management education/training or CAPM® Certification

— OR —

- A high school diploma or an associate's degree (or global equivalent)
- 60 months leading projects
- 35 hours of project management education/training or CAPM® Certification

What are the timelines associated with getting PMP certified?

The timeline of the PMP certification processes can be found on page four of PMI's Project Management Professional Handbook found HERE.

How much does it cost to take the PMP Exam?

Member: $405.00   Non-Member: $575.00

How far back can my experience go when applying for the PMP?

All project management experience must have been accrued within the last **eight consecutive years**, prior to your application submission.

How do I prove my experience?

You will document your experience in your online application (www.pmi.org). You must list projects you have worked on, but your job title need not be "project manager." You will need to show that you were leading and directing project activities. To keep everyone honest, PMI audits about 5-10% of candidates.

What supporting documentation should I send with my application?

When applying, you do not need to send documentation. However, you will be required to send supporting documentation if your application is selected for a random audit. To find out more about PMI's audit process, refer to the certification handbooks and the audit FAQs on PMI's website (www.pmi.org).

PMP CERTIFICATION EXAM & CONTENT OUTLINE

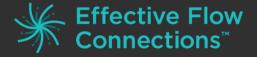**Where can I access the information on what will be covered on the PMP Exam?**

The Examination Content Outline (ECO) includes the following breakdown via three domains:

Domain	Percentage of the Items on Test
1. People	42%
2. Process	50%
3. Business Environment	8%

For more specific information on the ECO, you can access the PMP ECO HERE.

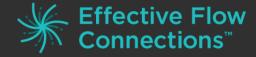**How many questions are on the PMP Exam and how long does it take to complete?**

- **180** questions
- **230 minutes** to complete the exam
- **Proctored** or **in-person** testing
- A combination of multiple-choice, multiple responses, matching, hotspot and fill-in-the-blank.

What resources should I study to prepare for the PMP Exam?

As of August 2023, the PMP Exam incorporates questions from the following 10 project management resources (we recommend you check PMI's website for updates):

1. Agile Practice Guide
    *   Author: Project Management Institute; Publisher: Project Management Institute

2. A Guide to the Project Management Body of Knowledge (PMBOK® Guide) – **7th Edition**
    *   Author: Project Management Institute; Publisher: Project Management Institute

3. Project Management: A Systems Approach to Planning, Scheduling, and Controlling
    *   Author: Harold Kerzner; Publisher: Wiley

4. Effective Project Management: Traditional, Agile, Extreme, Hybrid
    *   Author: Robert K. Wysocki; Publisher: Wiley

5. Fundamentals of Technology Project Management, 2nd Edition
    *   Author: Colleen Garton with Erika McCulloch; Publisher: MC Press

6. Project Managers Portable Handbook, 3rd Edition
    *   Author: David Cleland and Lewis Ireland; Publisher: McGraw-Hill

7. Information Technology Project Management, 7th Edition
    *   Author: Kathy Schwalbe; Publisher: Cengage Learning

8. Essential Scrum: A Practical Guide to the Most Popular Agile Process
    *   Author: Kenneth S. Rubin; Publisher: Addison-Wesley

9. Project Management: The Managerial Process
    *   Author: Erik Larson; Publisher: McGraw-Hill

10. The Project Management Tool Kit: 100 Tips and Techniques for Getting the Job Done Right
    *   Author: Tom Kendrick; Publisher: AMACOM

Once I pass the PMP Exam, what is next?

You may refer to yourself as a certification holder, although your certificate package can take six to eight weeks to arrive in the mail. Please refer to the "Use of Your PMI Certification" section of the Project Management Professional Handbook found HERE for more details.

If I fail the exam, can I take it again?

If you fail the exam on your first attempt, you can re-take it two more times within your one-year eligibility period. Fees are associated with re-examination. Details for re-examination can be found in the Project Management Professional Handbook found HERE.

Are there practice exams?

Your instructor will provide you with links to practice questions for the PMP® Certification Exam. You can also purchase access to the PMI® Authorized Online PMP® Practice Exam for $99.00.