

ICCIFP Eligibility Committee – Changes to Exam Eligibility

August 2017

Eligibility Committee (Chavon Wilcox, Chair)

The committee is recommending approval to change exam eligibility with changes summarized below. The new eligibility requirements include the following changes:

- Candidates will be eligible to take the exam prior to earning all necessary hours of experience.
- Those with an Associate’s Degree and at least twelve (12) credit hours of business related coursework will be able to substitute 4,000 of prior experience instead of the current 8,000 hours.
- Those who pass yet still need to accumulate experience hours before becoming a CCIFP will pay an annual maintenance fee of \$100.

CURRENT: CCIFP Eligibility Chart

Non-Degreed (a)		Associate's or Equivalent Degree (b)		Bachelor's Degree or Higher (b)	
Exam Eligibility	Certification Eligibility	Exam Eligibility	Certification Eligibility	Exam Eligibility	Certification Eligibility
N/A	4 years of experience plus 4,000 hours * experience within last 5 years	See Non-Degreed	See Non-Degreed	N/A	4,000 hours * experience within last 5 years

Notes:

All degrees must have earned at least twelve (12) credit hours in business-related coursework (accounting, finance, and management).

Experience must be in a professional financial position for a construction contractor or in a professional financial position as a provider of accounting and/or financial services to the construction industry.

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PROPOSED: CCIFP Eligibility Chart

Non-Degreed (a)		Associate's or Equivalent Degree (b)		Bachelor's Degree or Higher (b)	
Exam Eligibility	Certification Eligibility	Exam Eligibility	Certification Eligibility	Exam Eligibility	Certification Eligibility
8,000 hours * experience with ZERO hours within last 5 years	See Exam Eligibility requirement plus 4,000 hours ** experience within last 5 years	4,000 hours * experience with ZERO hours within last 5 years	See Exam Eligibility requirement plus 4,000 hours ** experience within last 5 years	ZERO hours * experience with ZERO hours within last 5 years	See Exam Eligibility requirement plus 4,000 hours ** experience within last 5 years

Notes:

(a) Non-Degreed includes working toward an associates or bachelor's degree, some college, high school or GED.

(b) All degrees must have earned at least twelve (12) credit hours in business-related coursework (accounting, finance, and management).

Experience must be in a professional financial position for a construction contractor or in a professional financial position as a provider of accounting and/or financial services to the construction industry.

Exam Status	Application Fee	Examination Fee	Examination Retake Fee *	Annual Certification Fee **
Certified	\$250, Non-refundable	\$600, Refunded up to 90 days from application	\$100 Application Fee + \$200 Examination Fee	\$200, due annually by March 31st
Non-Certified	\$250, Non-refundable	\$600, Refunded up to 90 days from application	\$100 Application Fee + \$200 Examination Fee	\$100 annual maintenance fee

* There is a reduced examination fee available to returning candidates for 18 months from the original or last unsuccessful examination attempt. You must wait a minimum of two (2) weeks between exam attempts. A new application form and all applicable fees must be submitted each time re-examination is requested and you must meet all eligibility requirements in effect at the time of the application.

** Annual Fees paid after the March 31 deadline are subject to a \$25 late payment assessment.