



## **Application for Certified Associate in Engineering Management Examination**

### **Overview**

The Certified Associate in Engineering Management (CAEM) is jointly offered in Canada by the Canadian Society of Professional Engineers (CSPE) and the American Society for Engineering Management (ASEM). Professional certification at this level is designed for young technical professionals seeking to establish credentials in preparation for early technical management or supervisory assignments. The focus of the certification is to document the candidate has the requisite EMBoK knowledge to provide a foundation for professional practice. The CAEM Certification is valid for three years, can be renewed once, and requires verification of continuing education for renewal. The goal is to progress to the Certified Professional in Engineering Management (CPEM) during the CAEM interval.

The examination fee includes a one-year membership in ASEM and access to full professional member benefits.

A complete application package includes these steps:

1. Completed applicant information on the top half of page 2.
2. Completed applicant category selection on the bottom half of page 2.
3. A degree transcript. A digital copy of the official transcript is preferred; an unofficial transcript will be accepted with a copy of the diploma.

Note: Steps 3,4, and 5 are not required if registered with CSPE.

### **Instructions for Application Forms**

To complete the application package details noted above, complete these steps.

**Step 1:** Complete the applicant information section at the top of the second page. This section also asks for information on your degree and contact information for a degree program contact. (If you are a student or intern member of OSPE, you do not have to complete information on your degree.)

**Step 2:** Check one of the applicant categories on the table on the bottom half of the second page. If you have questions, contact [asem-hq@asem.org](mailto:asem-hq@asem.org).

**Step 3:** Provide a copy of your current degree transcript. (If you are a student, Associate or Intern member of OSPE, you do not have to submit your transcript information.)



**Application for Certified Associate in Engineering Management Examination**

**Step 1: Applicant Information**

Name: \_\_\_\_\_  
 Address: \_\_\_\_\_  
 Address Line 2: \_\_\_\_\_  
 City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_ Country: \_\_\_\_\_  
 Email: \_\_\_\_\_ Phone: \_\_\_\_\_ OSPE Member # \_\_\_\_\_

If a student or intern member of OSPE, remaining lines in Step 1 are not required

Degree Title on Transcript: \_\_\_\_\_ Date complete: \_\_\_\_\_  
 Degree Home Page Link: \_\_\_\_\_ ABET or equivalent accredited? YES NO  
 University or Academic Institution: \_\_\_\_\_  
 Contact Name for transcript questions: \_\_\_\_\_ Contact Email: \_\_\_\_\_  
 Contact's Position: \_\_\_\_\_ Contact Phone Number: \_\_\_\_\_

**Step 2: Applicant Category and Cost Information**

Exam Applicant Category	Exam and Membership Fee (\$ CAD)	Check one
OSPE Student, Associate or Intern Member	\$205	
Non OSPE Registered Applicants, choose from below		
Bachelor's in related Technology or Engineering Field*	\$340	
Master's in EM from ASEM Certified Program	\$135	
Master's in EM from Non ASEM Certified Program	\$340	
Master's in related EMBOK Technology or Engineering Field*	\$340	

\*Qualifying Bachelor's degrees include BS or BSE (or international equivalents through such mechanisms as the Washington Accord or the Bologna Agreement) in the following or related engineering disciplines such as: aeronautical, biomedical, chemical, civil, computer, electrical, environmental, industrial, mechanical, nuclear, software, systems. Other qualifying fields of study include: chemistry, computer science, mathematics, chemistry, physics, at the discretion of CSPE and ASEM

Notes for CPEM:

**Step 3: Degree transcript**

Provide a copy of your current degree transcript. Digital copy of official preferred; unofficial accepted but must clearly. (If you are a student or intern member of OSPE, you do not have to submit your transcript information.)