

CSI Certificate and Certification Programs



CDT · CCS · CCCA · CCPR

Credentials for all construction professionals that signify professional commitment, credibility and reliability to employers, colleagues and clients.



“CSI's CDT Certificate helps you understand how it ties together. You give people the right information.”

Cyndi Silvia, CDT

Certificate

Construction Documents Technologist (CDT)

Certifications

- ▶ Certified Construction Specifier (CCS)
- ▶ Certified Construction Contract Administrator (CCCA)
- ▶ Certified Construction Product Representative (CCPR)

CSI credentials give you, as well as your firm, recognition in a highly competitive market.

Becoming CSI Certified

- ▶ The CDT certificate program is the first step toward meeting the eligibility requirements for CSI certifications – CCS, CCCA, and CCPR.
- ▶ Each designation requires the successful completion of a comprehensive multiple-choice examination based on a core body of knowledge drawn from *The Project Resource Manual*, and other referenced sources.
- ▶ The CDT is a lifetime award; there is no need to renew this certificate.
- ▶ CSI certifications (CCS, CCCA, and CCPR) require renewal every three years based on continuing education requirements.

Construction Documents Technologist (CDT) Areas of Competence

- ▶ The CDT program is recommended for architects, engineers, contractors, contract administrators, manufacturer representatives, specifiers, and all others concerned with preparing, enforcing, interpreting or managing any aspect of construction documentation.
- ▶ CDT candidates are expected to demonstrate their knowledge and understanding of the core stages of a typical construction project cycle; the types of documents produced in each project phase; and the relationships between the project participants.
- ▶ New topics in Fall 2009 include sustainability, building information modeling (BIM) and integrated project delivery (IPD).

“As a Certified Construction Specifier I have been more effective to the firms and clients with which I have worked. In addition, many opportunities have been forwarded to me for job openings . . .”

J.Gerard Capell, CSI, CCS, AIA





THE CSI CERTIFICATIONS

Certified Construction Specifier (CCS)

- ▶ The CCS certification program is recommended for architects, engineers and other design professionals with responsibility for preparing construction specifications.
- ▶ CCS candidates are expected to demonstrate their knowledge and understanding of contractual relationships, construction document organization and document preparation.

Certified Construction Contract Administrator (CCCA) Areas of Competence

- ▶ The CCCA certification program is recommended for architects, engineers, contractors, facility managers, owners and other design professionals with responsibility for administering contract documents.
- ▶ CCCA candidates are expected to demonstrate their knowledge and understanding of the various types of construction contracts, including how construction contract administration is affected by each type of contract; and how the roles and responsibilities of the owner, contractor, and A/E change with each project delivery method.

Certified Construction Product Representative (CCPR)

- ▶ The CCPR certification program is recommended for product representatives including manufacturer employees, material suppliers, distributors, and independent representatives.
- ▶ CCPR candidates are expected to demonstrate their knowledge of product representation, preparation and use of construction documents, and the construction process. Candidates must also demonstrate understanding of their role in the decisions made during the product selection process, the preparation of construction documents, the bidding/negotiating/purchasing process, and during construction.

“CSI Certification can mean the difference between being looked upon as a salesperson versus a confident expert in your field.”

Tony Bartorillo, CSI, CCPR

Do you need help preparing for the CDT? Consider the *CDT Prep Course*

The *CDT Prep Course* was developed for architects/engineers (A/Es), owners and contractors whose work is directly affected by construction documentation, and for product representatives who, although not named in the contract, provide all the material necessary for creating the built environment. Knowing your role in the construction process, the agreements that establish the relationships among the parties, and the formal and informal lines of communication, is as important as knowing your tenant, your craft, your product, or your design.

The *CDT Prep Course* lays the groundwork for understanding the development of facilities and the ins and outs of the process and, most important, prepares you for taking the CDT exam – a respected credential in the construction industry.

About the CDT prep course:

- ▶ Learn at your own pace with on-demand classes
- ▶ Live multi-week study session
- ▶ Registration fee: \$150 (does not include purchase of the PRM)

For more information visit www.csinet.org/certification.



REGISTRATION INFORMATION

CSI Certificate/Certification Application Fees

The application fee includes registration, study guide, and examination. It does not include source materials on which the exams are based. Visit www.csinet.org/certification for information on fees, source materials, recommended educational programs, study groups, policies, and FAQs!

Computer Based Testing for CDT, CCS, CCCA and CCPR

The CDT and advanced certification exams are computer-based tests administered at Prometric test centers throughout the US and Canada.

- ▶ Candidates for the exams have two windows of opportunity for test-taking annually, in the Spring and Fall. Visit www.csinet.org/certification for specific dates and details.
- ▶ Candidates will register for the exam through CSI and will be able to choose from approximately 400 Prometric test sites in cities throughout the US and Canada.

- **Only CSI's CDT certificate and certification programs benefit all disciplines in the commercial and industrial building design and construction industry. That's because CSI is the only organization to represent all members of the construction team.**

- ▶ Scores will be reported within minutes of completing the exam.
- ▶ Exams are offered in conjunction with region conferences and CONSTRUCT and the CSI Annual Convention.
- ▶ For more information on computer-based testing, visit www.csinet.org/certification.

To download a registration form or register for an exam go to www.csinet.org/certification

Questions?

Please see
www.csinet.org/certification
or contact
CSI at
certification@csinet.org
or
(800) 689-2900
(M-F 8:30 AM – 6 PM ET)



THE CONSTRUCTION SPECIFICATIONS INSTITUTE

99 Canal Center Plaza
Suite 300
Alexandria, VA 22314-1588

PHONE 800.689.2900

FAX 703.236.4600

EMAIL csi@csinet.org

INTERNET www.csinet.org