

CMCI Appeals Form



Name:
Address:
City/State/Zip
Email:
Phone

Appeal Policies

Requests for an appeal must be made no later than 30 days after the applicant is denied certification. Within 60 days of the receipt of the written appeal, the Ethics, Grievance, Appeals and Disciplinary Committee or Board of Governors will conclude its deliberations. A similar appeals process is in place for eligibility and renewal appeals. Individuals who wish to submit an appeal must have exhausted their remedies with CMCI staff.

Appeals of the denial of initial certification can be made for:

- Exam
 - o The technical accuracy and grading of the exam questions.
 - o Fairness of the execution of the certification testing procedures or application procedures.
- Application Review/Eligibility
 - o Clarification on project experience.
 - o Qualifying degree requirements.
- Certification Renewal
 - o Denial of recertification points

Nature of Appeal:

Evidence or Supporting Information:

Your signature indicates that all the information and documentation you have provided pertaining to this appeal is true and complete to the best of your knowledge.	SIGNED _____
	TITLE _____
	DATE _____

You may submit this form via email, fax, or mail to:

Construction Manager Certification Institute
7926 Jones Branch Drive, #800 McLean, VA 22102
703.356.2622 (o) | 703.356.6388 (f)
www.cmcertification.org | certification@cmaanet.org