

CCM Retired Handbook



PURPOSE

The Certified Construction Manager – Retired (CCM-RET) program has been developed by the Board of Governors to meet the needs of retired professionals who are, or were, Certified Construction Manager® (CCM®) credential holders who wish to remain engaged within the industry. The program recognizes the knowledge, experience, and dedication of these individuals even while they are no longer actively performing the functions of a CCM.

BENEFITS

The CCM-RET certificate program grants adapted use of the CCM credential to include the addition of Retired. For example: CCM-RET or Certified Construction Manager-Retired. The retired credential may only be used on business cards, name badges, signatures, a curriculum vitae, or resume. CCM-RET's will remain listed in the online CCM directory as a CCM-RET. All CCM-RET's will receive a new certificate by mail with an updated status and continue to receive communication from the Construction Manager Certification Institute (CMCI) on CCM activities. CMCI will also grant the use of the CCM-RET logo.

A person taking part in the CCM-RET program is not obligated to meet the requirements for CCM renewal. All CCM-RET certificate holders may not use the designation to perform or offer to perform the services and duties an active CCM conducts. CMCI and the Board of Governors reserve the right to revoke the CCM-RET designation at any time.

The CCM-RET certificate program is not recognized by ANSI and does not meet the accreditation requirements of the ISO 17024 standard.

ELIGIBILITY REQUIREMENTS

The policies and criteria have been set and are maintained by the CMCI Board of Governors. The program's procedures are administered and monitored by CMCI staff.

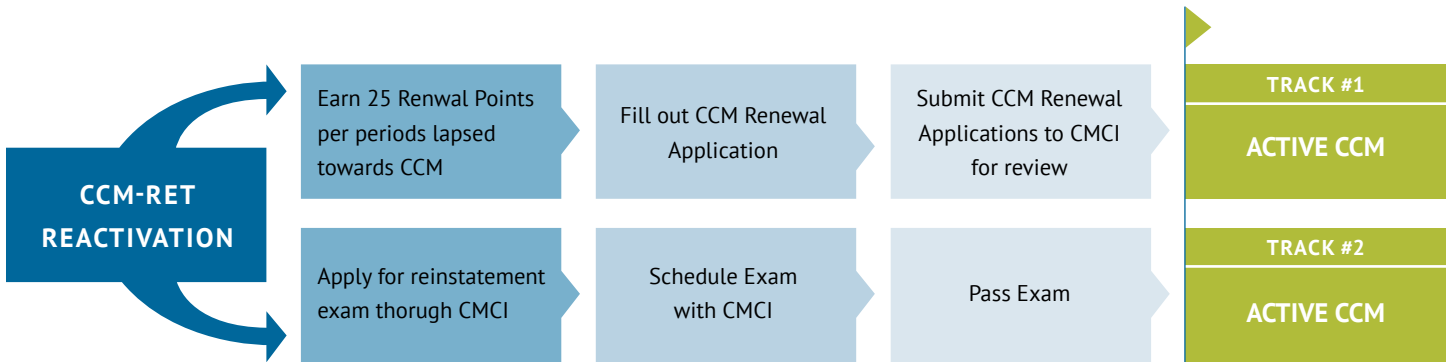
You may submit the qualifying application accompanied by a one-time non-refundable retired status fee to have a "retired" status designated on your certification records if you are an active or expired CCM who meets the criteria below:

- ✓ Held an active CCM credential for a minimum of six (6) years or two (2) renewal periods.
- ✓ Sixty (60) years of age or older.
- ✓ No longer active as a construction management professional.
- ✓ Agree to abide to the same code of conduct and same disciplinary actions as active CCMs.

CCM-RET designees must notify CMCI of any change that would render the individual ineligible for CCM-RET status. The CMCI Board of Governors encourages CCMs to think carefully before changing to CCM-RET status, and to maintain their active CCM if they are not sure they will remain fully retired, due to the difficulty and cost of reactivation.

REACTIVATION REQUIREMENTS

CCMs who have entered the CCM-RET program may reactivate their CCM within five (5) years of entering the program. Provisions for returning to active status include a reasonable fee structure and demonstration of continuing competence. In order to reactivate your CCM, one of the below criteria must be met:



Track #1

The certificate holder will have earned 25 points per each renewal cycle they have missed while in the retired status plus submit the renewal fee of \$200 for each of those cycles plus the reactivation fee of \$125. The CCM-RET will need to submit the documentation of the Renewal Points earned on the CCM Renewal Application and submit the completed form to CMCI for review.

Track #2

The designation holder may retake the CCM examination in its current format. The designation holder is expected to fill out the Renewal Exam Form and pay the reactivation fee of \$125 plus the examination fee of \$275.

The CCM-RET program requires a one-time application fee of \$75 to enter the program.

Certified Construction Manager-Retired Fees (US \$) Effective June 1, 2015. Applicable VAT, GST, and taxes are not included.

	FEES
One-time CCM-RET Application Fee	\$75.00
CCM Reactivation Fee	\$125.00
CCM Reactivation Renewal Fee (per period)	\$200.00
CCM Reactivation Exam Fee (retests require additional fees)	\$275.00
Duplicate/Replacement Certificate Fees	\$15.00

CERTIFIED CONSTRUCTION MANAGER-RETIRED APPLICATION

SECTION 1

Applicant Name: _____

Organization: _____

Title: _____

Home Address: _____

City, State, Zip: _____

Home Telephone: _____

Preferred E-mail: _____

SECTION 2

CCM Number: _____

Date CCM was originally earned: _____

Date of last CCM renewal: _____

You are no longer compensated to perform
the functions of a CM: Yes No

You are currently 60 years of age or older: Yes No

Date of Birth: _____

SECTION 3 Check the boxes and sign or affix your electronic signature below to agree to the statements:

- I hereby certify that I have read all portions of the CCM-RET Handbook and believe I am in compliance with all policies related to the CCM-RET program.
- I agree to be bound by the CCM Conditions and Conduct Agreement promulgated by the Board of Governors. I understand and agree that my failure to abide by the Conditions and Conduct Agreement shall constitute grounds for rejection of my application or removal from the retired program.
- I will notify CMCI of any changes that would affect my CCM-RET status.

Applicant Signature

Date

SECTION 4 Payment Method

- I have enclosed a check/money order for \$75.

All checks should be made payable to:

CMCI
7926 Jones Branch Drive Suite 800
McLean, VA 22102

Please charge \$75 to my

- American Express MasterCard Visa

Card # _____ Expiration ____/____

Name on Card _____ CW _____

Billing Address _____

City, State, Zip _____

Authorized Signature _____



Advancing Professional Construction
and Program Management Worldwide



ADDRESS

Construction Manager Certification Institute
7926 Jones Branch Drive, #800
McLean, VA 22102



PHONE

703.356.2622 (o)
703.356.6388 (f)



ONLINE

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