



AMERICAN SOCIETY  
OF PROFESSIONAL  
ESTIMATORS



# CERTIFIED PROFESSIONAL ESTIMATOR (CPE) BROCHURE



AMERICAN COUNCIL FOR  
CONSTRUCTION EDUCATION  
PARTNERSHIP FOR EXCELLENCE

# 10 Reasons to Become a CPE

Everyone understands that an MD following an individual's name indicates Medical Doctor and most people recognize that CPA signifies a Certified Public Accountant. Associations and professions use certification to recognize qualified and competent individuals. The certification process is one of the single most important steps in career development, and the following are significant reasons to become a CPE:

*Certification may ...*

- Grant professional credentials
- Demonstrate your commitment to the industry
- Demonstrate your commitment to estimating
- Enhances the image of estimators
- Reflect personal achievement
- Build self-esteem
- Improve opportunities for advancement
- Provide greater earning potential
- Improve skills and knowledge
- Prepare you for greater on-the-job responsibilities

## Overview

Achieving the status of Certified Professional Estimator (CPE) is an acknowledgment that you have met and continue to meet the criteria established for this designation as determined by the American Society of Professional Estimators (ASPE). Attaining this recognition requires a continuing commitment to ethics, education, and employment. It is a commitment by the individual to the construction industry, ASPE and its members, and affiliates.

The CPE credential is the highest form of professional recognition an estimator may earn through ASPE. This CPE program recognizes both estimating proficiency and ethical awareness, and it is being sought and attained by an ever-growing number of construction estimators each year. It is the only program of its kind to attest that a construction estimator has met the necessary educational and experience requirements and has the capabilities required for our profession.

With such a diversity of backgrounds among estimators, the development of programs for both education and certification of professional construction estimators has been a demanding and rewarding process. Despite all the varied disciplines and levels of detail, the fundamental principles of construction cost estimating remain universally applicable. Beyond these fundamentals, however, the realms of varied disciplines make construction estimation one of the most unique, challenging, and fulfilling professions an individual may pursue.

ASPE recognizes the fundamental estimating principles inherent to all types of construction estimating. Whether for general, mechanical, electrical, or specialty disciplines, or for an owner, designer, or contracting firm, the estimator requires knowledge that is applicable in virtually all circumstances.

Candidates seeking certification must meet the following basic requirements before beginning the program:

- A minimum of five years on-the-job experience as an estimator
- Technical writing abilities
- Communication skill

ASPE certification program guidelines detail the requirement of five years of estimating experience to ensure a candidate is knowledgeable in the vocabulary, drawings, math skills, and environment of the construction estimating field. The ASPE certification coordinator evaluates each program application for completeness and may verify employment history.

## Steps to Certification

- **Submit application and fees:** All certification candidates are required to complete the program application and pay applicable fees online, within their ASPE profile.
- **Review the CPE Handbook:** Review of the CPE Handbook will ensure a candidate's understanding of the goals and expectations of the certification program.
- **Write a 2,500+ word technical paper:** The technical paper is to be complete and electronically submitted within an eight-week deadline which is set and advised by the certification coordinator. If the candidate does not achieve a passing score the first time, the candidate may be given a one-time opportunity to revise and resubmit the paper within a two-week deadline.
- **General Estimating Knowledge (GEK) exam:** Candidates are required to schedule this four-hour computer-based exam with the assistance of the certification coordinator. If the candidate does not receive a passing score the first time, there may be an opportunity for one retake. The retake exam must be taken within 10-20 days.
- **Discipline Specific Test (DST):** the DST consists of two four-hour exams with a scheduled break. The current DST exams are listed within the program application and are indicated by the candidate at the time of application.
  - DST exams satisfied through **Questions and Problems:** if a DST in your discipline is not currently available, a candidate may request to write Questions and Problems. Question and Problems requests are submitted within the application and must be reviewed and approved by the current National Certification Committee. Below are the general requirements. For more information on this process, please see the CPE Handbook.
    - 125 questions and two problems, each with 25-35 questions
- **Please note that all certification exams require a proctor for each exam session.** All exams are computer-based and are completed electronically. The ASPE certification coordinator will communicate the proctoring procedures to each candidate at the appropriate time.

# Maintaining Your CPE Credential by Annual CPE Renewal Procedures

The construction industry changes continually, and the CPE must be aware of these changes and be able to evaluate their impact on their trade. We, as a Society, must show the industry and the public that the CPE is a highly educated and motivated person who maintains their level of knowledge through continuing education and interaction with others in the industry.

Requirements for annual renewal may be modified from time to time. Modifications may include additional Professional Development Unit (PDU) categories and minimum PDU requirements. It is advisable to always refer to the information published on the ASPE website, under the [CERTIFY page](#).

## 3 Steps to Complete Annual CPE Renewal

1. Minimum PDU requirements must be met.
  - a. PDUs are earned and [logged](#) and expire on 12/31 of the year in which they are earned.
  - b. Currently, CPEs must earn and log a minimum of 24 PDUs to qualify for annual renewal.
2. CPE annual renewal application is found on the [CERTIFY page](#).
  - a. The [annual renewal application](#) is to be completed through the individual's ASPE profile.
3. CPE Annual Renewal Fees – Credit card payments are preferred, and the payment is made within the on-time application, through our secure website.
  - a. **ASPE CPE annual renewal fees are \$450. ASPE members receive a discounted renewal rate of \$50.**

Additional information regarding renewal procedures may be found within the [CPE Renewal Handbook](#), on the [certification - renew page](#).

For further information, please send an email to [Certification@ASPEnational.org](mailto:Certification@ASPEnational.org).

\*\*\*It is important that a CPE complete the [3 Step Renewal Process](#) in the order presented no later than **12/31** of each calendar year.

# Certified Professional Estimator (CPE) Program Details

## CPE Cycle Dates

Annually – January 1 through December 31

## CPE Program Fees

New Applicant - Member	\$655
New Applicant – Non-Member	\$790

## CPE Annual Renewal Fees

CPE Annual Renewal Fees - Member	\$50
CPE Annual Renewal Fees – Non-Member	\$450

Late Renewal fees are \$50 per month (Jan. Feb. Mar.)

March 31 is the final date to pay all fees and complete the annual renewal.

## Professional Development Units (PDUs) Requirements for Annual Renewal

The CPE annual renewal program supports ongoing professional development. CPEs must earn and log a minimum of 24 PDUs annually.

### **Please note that fees are subject to change.**

- Always access the most current information from the American Society of Professional Estimators (ASPE) website.
- The CPE program fees are all-inclusive and include the General Estimating Knowledge (GEK) Study Guide, exam fees, proctoring fees, and administrative services associated with the application review, technical paper review and scoring, and the CPE program management.

For more information, direct all inquiries to [Certification@ASPEnational.org](mailto:Certification@ASPEnational.org)



## Core Purpose

ASPE is the construction industry's leader and recognized authority in professional estimating through excellence in education, certification, and standardization.

## Core Values

### Education

ASPE educates and mentors professional estimators for the sustainability of the construction industry.

### Professionalism

ASPE promotes the lifelong pursuit of excellence and credibility in professional estimating.

### Fellowship

ASPE develops a fellowship of professional estimators that connects and leads the construction industry.



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