

Solicitud de Certificación de ASIS – Instrucciones paso a paso (actualizado el 1 de septiembre de 2026)

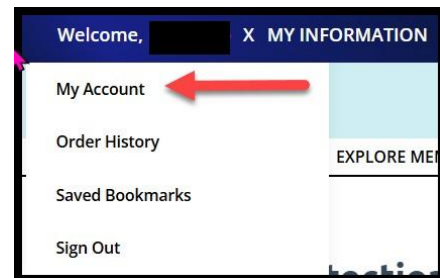
1. Iniciar sesión o crear una cuenta

Inicie sesión o cree una nueva cuenta de usuario en [ASIS International](#). Si está creando una cuenta, asegúrese de que su nombre sea el mismo que aparece en su identificación emitida por el gobierno, la cual presentará el día del examen. Consulte la sección Requisitos de identificación para el registro en el [Manual de certificación](#).

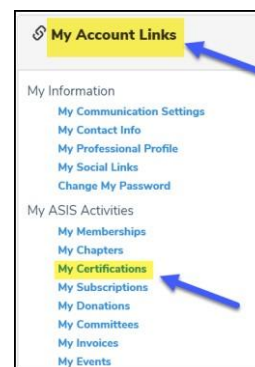
The image shows the ASIS International login and registration page. At the top is the ASIS International logo with the tagline "Advancing Security Worldwide". Below the logo are two input fields: "Email:" with the placeholder "someone@example.com" and "Password:". There is a "Remember me" checkbox below the password field. A blue "SIGN IN" button is positioned below the password field. Below the button are two links: "Forgot your password?" and "Create an account".

2. Acceder a la cuenta

En la parte superior izquierda de la pantalla, haga clic en **"My Information"**. En el menú desplegable, haga clic en **"My Account"**.

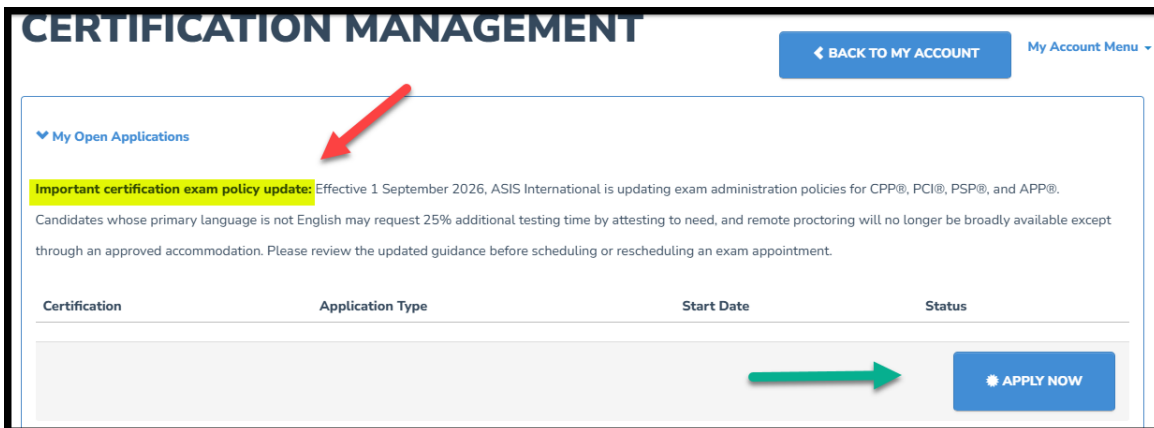


3. En el cuadro **"My Account Links"** ubicado en el lado derecho de la pantalla, haga clic en el enlace **"My Certifications"**.



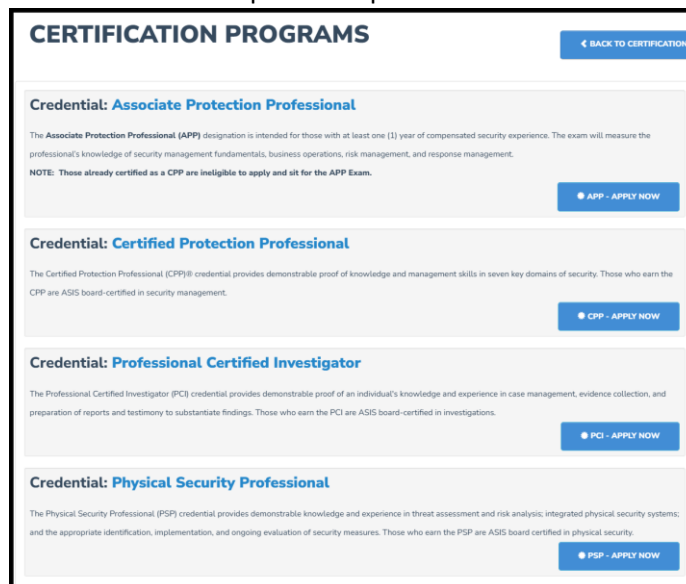
4. Actualización importante de la política del examen de certificación

(Consulte la página 12 para obtener información adicional)



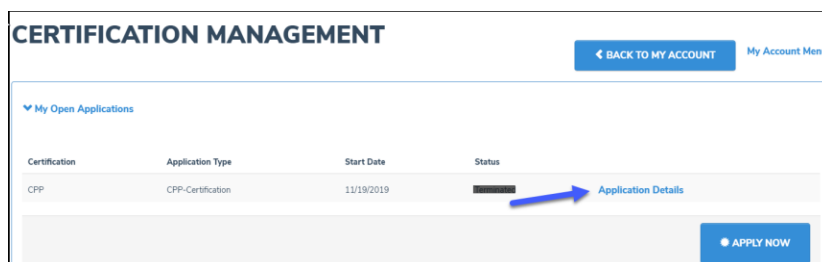
5. Iniciar solicitud

Selecione el examen de certificación al que desea postularse haciendo clic en **APPLY NOW**.



SI YA COMENZÓ UNA SOLICITUD (omite esta sección si no corresponde)

- Para ver y continuar una solicitud que ya se ha iniciado, haga clic en “Back to Certification”.
- En el caso de solicitudes que aún no se han enviado, el solicitante podrá continuar ingresando información de la solicitud al hacer clic en “Application Details”.



INICIAR NUEVA SOLICITUD

- A. **Revise la barra de progreso:** En la parte superior de la página de solicitud se muestra cuánto ha avanzado en la solicitud.
- B. **Comenzar de nuevo:** Si seleccionó la solicitud de certificación incorrecta, haga clic en el botón **Start Over**. Esto eliminará la solicitud y lo llevará nuevamente a la página CERTIFICATION PROGRAMS para seleccionar la solicitud correcta.
- C. **En el panel:** El ícono de lápiz ✎ significa que la sección aún no está completa. Los íconos ✅ / 👍 de pulgar arriba significan que está completa.

NOTA: El botón para enviar la solicitud aparecerá en la esquina superior derecha de la solicitud una vez que todas las pestañas muestren un ícono de pulgar arriba y la columna de estado indique "In Progress".

NOTE: A Submit Application button will appear in the top right of the application once all required information is provided.

A **B** **C**

START OVER

In Progress Submitted Under Review Pending Exam Certified

In Progress - Click Start Over to take advantage of [new eligibility requirements](#).

Dashboard **Applicant Information** **Qualifications** **Resume** **Professional References** **App Fee** **Exam**

Requirement	Status
Applicant Information (Name and Contact Info) Please complete/confirm contact information. Save to continue.	In Progress
Path to Certification Please select your most applicable qualification from the option below.	In Progress
Resume Applicant must submit a copy of their resume.	Pending Resume Submission
Professional References You must provide three professional references. Only the full name, email address and telephone number for each reference is required. Professional references must have personal knowledge of your security expertise, current and previous work history, and the degree of responsibility held in the performance of your job. You should not use anyone as a reference who falls under your supervision. Do not use relatives, members of the Professional Certification Board, or ASIS staff as references.	Pending Submission
CPP Certification Application Fee Effective 6 January 2025 the following policy changes will go into effect. - Applications submitted on or after 6 January 2025 will be approved with a one-year eligibility period and all candidates must wait 60 days between each testing date. - All candidates approved prior to 6 January 2025 will continue to have a two-year eligibility period and will be required to wait 60 days between each testing date. - All certification-related fees will be adjusted per the following table: Fees for the CPP, PCI, PSP: Initial Application* ASIS members: \$580 Emerging Market 1: \$480 Emerging Market 2: \$460 Nonmembers: \$910 Emerging Market 1: \$720 Emerging Market 2: \$680 If you are not currently a member and want to receive the member rate, please leave this certification application and complete and submit a membership application first before completing your exam application. To complete your exam application, a submit button will appear in the upper right when all required information has been provided. Click the button to pay fee and complete the process	Pending Payment
CPP Certification Exam CPP Certification Exam: To be awarded the CPP designation, a candidate must pass a comprehensive examination consisting of approximately 225 multiple-choice questions. The candidate will select one answer from the four choices offered. In total, there are 200 "live," scoreable questions and up to 25 pre-test questions. Knowledge in seven major areas (domains) is tested.	Pending Exam Eligibility

1. Información del solicitante (nombre e información de contacto)

The screenshot shows the 'Applicant Information' tab in a web application. The navigation bar includes 'Dashboard', 'Applicant Information' (active), 'Qualifications', 'Resume', 'Professional References', 'App Fee', and 'Exam'. The main heading is 'Applicant Information (Name and Contact Info)' with a sub-instruction: 'Please complete/confirm contact information. Save to continue.' The status is 'In Progress'. A green text box on the right provides instructions: '- Complete all required fields or verify that the existing information is accurate.', '- To add an additional address or telephone number, click the Add (+) icon.', '- Review your entries for accuracy.', and '- Click Save in the lower-right corner of the screen to save your changes.' The 'Identification Information' section contains fields for 'Name on ID:', 'Phone:', and 'Credential mailing address:'. The 'Phone' and 'Credential mailing address' fields are marked as 'Required' and have a blue plus icon to add more information. A green arrow points to the 'SAVE' button in the bottom right corner.

2. Requisitos de elegibilidad

The screenshot shows the 'Qualifications' tab in the web application. The navigation bar includes 'Dashboard', 'Applicant Information', 'Qualifications' (active), 'Resume', 'Professional References', 'App Fee', and 'Exam'. The main heading is 'Path to Certification' with a sub-instruction: 'Please select your most applicable qualification from the option below.' The status is 'In Progress'. A green text box on the right provides instructions: '- Click the drop-down arrow next to Please Select.', '- Select the option that applies to you: * I do not currently hold the APP Credential * I currently hold the APP Credential', and '- Click Select in the lower-right corner of the screen to continue.' The 'Application Criteria' section has a 'Prior Experience:' label and a dropdown menu. The dropdown menu is open, showing options: 'Please select', 'Please select', 'I do not currently hold the APP credential.', and 'I currently hold the APP credential.'. A green arrow points to the 'SELECT' button in the bottom right corner.

NOTA: Si selecciona la opción incorrecta, vuelva a la pestaña **Qualifications** y haga clic en **Reset**. Esto borrará su selección actual, lo que le permitirá elegir la opción correcta.

The screenshot shows the 'Qualifications' tab in the web application. The navigation bar includes 'Dashboard', 'Applicant Information', 'Qualifications' (active), and 'Experience'. The main heading is 'APP-PCI Switch' with a sub-instruction: 'Please select the most applicable qualification from the option below.' The status is 'Completed'. Below this, there is a 'Switch Requirement' section with a 'Make Selection' link. The 'Highest Level of Education' field shows 'I currently hold the APP credential.' and a blue arrow points to the 'RESET OPTION' button.

3. **Pestañas de educación y/o experiencia:** Desde el panel, haga clic en la pestaña **Education/Experience**. (Las opciones cambiarán según la certificación a la que esté postulando y la selección realizada en la sección Qualifications anterior).

The screenshot shows the 'Education/Experience' tab selected in the top navigation bar. Below the navigation bar, there is a section titled 'Education and Experience Qualification' with a sub-header 'Applicant must have'. It lists three options: 1. at least seven years of security work experience, with at least three of those years in responsible charge of a security function; OR 2. a bachelor's degree and six years of security work experience, with at least three of those years in responsible charge of a security function; OR 3. a master's degree and five years of security work experience, with at least three of those years in responsible charge of a security function. Below this, the status is 'In Progress'. The main section is titled 'Education/Experience Options | Make Selection'. It features a dropdown menu for 'Prior Experience:' with the text 'Please select'. A green arrow points to the dropdown menu. Another green arrow points to the 'SELECT' button on the right. The dropdown menu is open, showing the same three options as the qualification section.

❖ **Requisito de educación:** Si está postulando usando el requisito de educación, siga los pasos a continuación. Si esto no corresponde a su caso, omita esta sección.

1. En el panel, busque y seleccione la pestaña **Education**.
2. Haga clic en el botón **Add Degree**.
3. Cargue su expediente académico.
 - a. Formatos de archivo aceptados: PDF o Word
 - b. Tamaño máximo del archivo: 4 MB
4. Verifique que la carga se haya realizado correctamente antes de continuar con la siguiente sección.

Nota: La pestaña Education solo aparecerá en el panel si el requisito de educación corresponde a su solicitud.

The screenshot shows the 'Education' tab selected in the top navigation bar. Below the navigation bar, there is a section titled 'Education' with a sub-header 'Bachelor's Degree'. It features a dropdown menu for 'Prior Experience:' with the text 'Please select'. A green arrow points to the dropdown menu. Another green arrow points to the 'ADD DEGREE' button on the right. The dropdown menu is open, showing the same three options as the qualification section.

❖ **Requisito de experiencia:**

- Haga clic en la pestaña “**Experience**” para ingresar la experiencia laboral.
- Después de agregar su experiencia laboral, el número de meses se mostrará en la columna **reported**.

Units	Required	Reported	Balance
month	48.00	0.00	48.00

- Complete todos los campos **obligatorios** y haga clic en “**SAVE**” (consulte las capturas de pantalla a continuación).

➤ Si agrega un **puesto actual**, marque la casilla junto a “**Current Employer**”

➤ Si agrega **empleo anterior**, el formulario se mostrará de la siguiente manera.

Nota: Puede actualizar o modificar la información de su solicitud en cualquier momento antes de enviarla. Una vez que la solicitud haya sido enviada, no se podrán realizar más cambios en ninguna información de la solicitud.

4. Requisito de currículum

- Haga clic en la pestaña “**Resume**” que aparece en el panel.
- Haga clic en el botón “**Add document**”.

The screenshot shows a dashboard with several tabs: Dashboard, Applicant Information, Education/Experience Options, Qualifications, Experience, Education, and Resume. The 'Resume' tab is highlighted in green. Below the tabs, there are buttons for Professional References, App Fee, and Exam. The main content area is titled 'Resume' and states 'Applicant must submit a copy of their resume.' The status is 'Pending Resume Submission'. A red arrow points to a blue 'ADD DOCUMENT' button in the bottom right corner.

- Haga clic en “**Choose File**” para cargar el currículum (formatos Word o PDF y tamaño máximo de 4 MB).
- Ingrese una descripción en el cuadro “**Document Description**” y haga clic en “**Save**”.

This form is for uploading a resume. It includes a 'file name:' label, a 'Choose File' button, and a 'No file chosen' message. Below this is a 'Required' label and a 'document description:' text box. At the bottom, there are 'SAVE' and 'CANCEL' buttons. Red arrows indicate the sequence of actions: clicking 'Choose File', entering a description, and clicking 'SAVE'.

5. Referencias profesionales

- Haga clic en la pestaña “**Professional References**”.
- Haga clic en “**Add Document**”.

The screenshot shows the same dashboard as before, but the 'Professional References' tab is highlighted in green. Below the tabs, there are buttons for Professional References, App Fee, and Exam. The main content area is titled 'Professional References' and contains instructions about providing three professional references. The status is 'Pending Submission'. A red arrow points to a blue 'ADD DOCUMENT' button in the bottom right corner.

- Haga clic en “**Choose File**” para cargar el documento de referencias profesionales (formatos Word o PDF).
- Ingrese una descripción en el cuadro “**Document Description**” y haga clic en “**Save**”.

This form is for uploading professional references. It includes a 'file name:' label, a 'Choose File' button, and a 'No file chosen' message. Below this is a 'Required' label and a 'document description:' text box. At the bottom, there are 'SAVE' and 'CANCEL' buttons. Red arrows indicate the sequence of actions: clicking 'Choose File', entering a description, and clicking 'SAVE'.

6. Tarifa de solicitud de certificación

Antes de enviar el pago, se deben completar las secciones [Disclosure](#), [Attestation](#), [Exam Options](#), [Fee](#), [Registration \(ADA\)](#) y [Confirm](#).

- Haga clic en la pestaña “**App Fee**”,
- Luego, haga clic en “**Submit Application**” (en la parte superior derecha de la pantalla).

The screenshot shows a web application interface for submitting an application. At the top, there is a progress bar with several steps: 'In Progress', 'Application Information', 'Experience', 'Resume', 'Professional References', 'App Fee', and 'Exam'. The 'App Fee' tab is currently selected and highlighted in blue. To the right of the progress bar, there is a 'SUBMIT APPLICATION' button. Below the progress bar, there is a section titled 'PCI Certification Application Fee' with a status of 'Pending Payment'. A red arrow points to the 'SUBMIT APPLICATION' button, and another red arrow points to the 'App Fee' tab.

- **Disclosure:** Lea y responda las preguntas de divulgación haciendo clic en:
 - I have nothing to disclose
 - I have something to disclose (si se elige esta opción, se necesita una explicación)
 - Haga clic en Next

The screenshot shows the 'Submit Application | Disclosure' section. It contains three numbered questions about criminal convictions, professional membership, and disciplinary actions. Below the questions, there is a text box for providing a complete explanation if the applicant answered 'yes' to any of the questions. At the bottom, there are two radio button options: 'I have nothing to disclose' (selected) and 'I have something to disclose'. A red arrow points to the 'I have something to disclose' option. To the right of the options, there is a text box for providing an explanation if the applicant chose 'I have something to disclose'. At the bottom right, there are 'NEXT' and 'CANCEL' buttons. A red arrow points to the 'NEXT' button.

- **Attestation:** Lea y firme ingresando:
 - Nombre y apellido (el nombre debe coincidir con el que ASIS tiene registrado)
 - Haga clic en “Agree”

Submit Application | Terms And Conditions

By my signature, I attest that the information I submit herein or in any required accompanying or subsequent documentation is true and accurate to the best of my knowledge.

I understand that persons who apply for certification as a Certified Protection Professional (CPP), Professional Certified Investigator (PCI), or Physical Security Professional (PSP) or persons who have been certified by ASIS International, are subject to ASIS International's eligibility requirements for certification, recertification and to the ASIS Certification Code of Professional Responsibility.

I understand that in order to maintain my certification, I must re-certify every three years by reporting a specified number of Continuing Professional Education (CPE) credits, in accordance with ASIS policy and procedures for submitting such reports. I understand that CPE credits may be earned through education programs and courses and other activities, and that all CPEs must conform to the requirements specified in ASIS International's Recertification Guide. I further understand that from time-to-time ASIS International may amend its requirements. Policies, and procedures to include: initial certification, recertification, and the Code of Professional Responsibility.

I also understand that I may be subject to audit at any time and that ASIS International reserves the right to take action for failure to comply with the audit procedures.

While holding ASIS International certification, I agree to notify ASIS International in writing immediately if I fail to comply with any of the requirements for gaining or maintaining certification or recertification, such as, but not only limited to, no longer being in the profession, no longer holding Lifetime Retired status due to returning to full-time employment, failing to earn the number of CPE credits needed to maintain certification or to be recertified, or having been disciplined – including suspension, expulsion or loss of the credential – as a result of having been found in violation of the Code of Professional Responsibility. I also agree to notify ASIS International in writing of any address or name change(s) within thirty (30) days after the change becomes effective.

If requested to do so, ASIS International may verify my certification status.

I attest that I have completed all certification and/or recertification requirements.

I agree that by typing my first name and last name constitutes my electronic signature and understand it is legally binding:

Marsha

first name: →

Crosby

last name: →

→

- **Exam Options:**
 - *Language:* haga clic en la flecha hacia abajo para seleccionar English o Spanish (NOTA: el idioma que elija se utilizará para su cita de administración del examen y para la presentación de las preguntas del examen).
 - *Exam Media:* examen por computadora
 - Haga clic en “Next”

Submit Application | Exam Options

Exam: Professional Certified Investigator

→ Language: ?

Required

→ Exam Media: ?

→

- **Application Fee:** Haga clic en Next (no marque ninguna casilla).

Submit Application | Application Fee

Bundle Components

Bundle: PCI Computer Based Test

Bundle Items

Flat rate:	Calculate?	Quantity:	Discount amt:	Product name:	Discount percent:
	☐	1.00		PCI Application Fee	
	☐	1.00		PCI Computer Based Test	

NEXT CANCEL

- **Accommodation Needs AND Fees**
 - Marque la casilla si corresponde; si no, pase a la siguiente sección.
 - Explique la adaptación necesaria en el cuadro de texto de abajo. El personal de ASIS puede hacer seguimiento para solicitar documentación de la adaptación antes de aprobarla.
 - **Fees:** Haga clic en “Next” (no marque ni desmarque ninguna casilla).

Submit Application | Registration

Event Information

Event: CPP Computer Based Exam

Initial Exam

Registrant name: [Redacted]

Email: [Redacted]

ADA & Special Dietary Needs

Please check here if special testing accommodations are requested? ☐

All ASIS programs comply with the Americans with Disabilities Act and are non-discriminatory. If specific testing arrangements are needed due to a disability condition, candidates may request special accommodations by checking this box. Requests are reviewed and are handled on a case-by-case basis. Please review the Testing Accommodations section of the ASIS International Board Certification Handbook for specific information.

ADA requirements: [Text Area]

Fees

Product	Price	Member Type	Category
☒ CPP Computer Based Exam (Non-Member)	750.00	[Any]	

750.00 TOTAL Calculate Total Amount to Pay

NEXT

7. Enviar la Solicitud

- Haga clic en "Check Out": esto lo llevará a la página "Shopping Cart" (Carrito de compras). No marque ninguna casilla.

Submit Application | Confirm

Bundles

Bundle: PCI Computer Based Test

Bundle Component Information

product name:	quantity:	discount amt:	discount percent:	flat rate:
PCI Application Fee	1.00			
PCI Computer Based Test	1.00			

CHECKOUT CANCEL

Shopping Cart (Carrito de compras)

- Revise el pedido y haga clic en "Check Out".
- En la página siguiente, confirme su nombre y número de teléfono.
- Seleccione el nombre del contacto de facturación.
 - Ingrese la información de su tarjeta de crédito.
 - Haga clic en "Continue".

Line Items

Price	Item	Quantity	Net total	Discount:
350.00 <i>Required</i>	PCI Computer Based Test	1.00 <i>Required</i>	350.00	0.00
100.00 <i>Required</i>	PCI Application Fee	1.00 <i>Required</i>	100.00	0.00

Cart Total

Subtotal: 450.00

Total discount: 0.00

Total tax: 0.00

Total shipping: 0.00

Total: 450.00

Discounts

Discount:

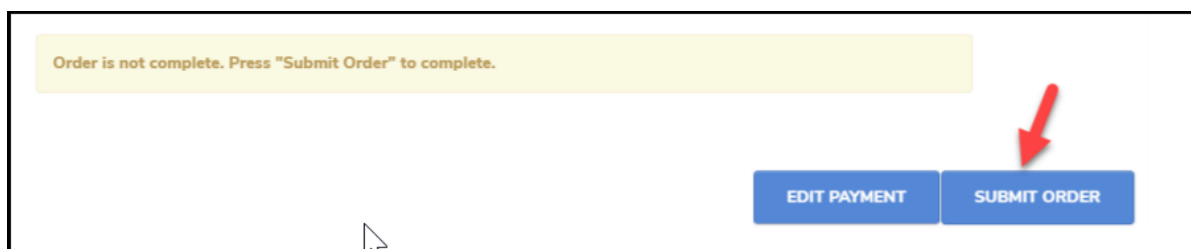
APPLY

Discounts applied:

CHECK-OUT

Paso final: Carrito de compras de la tienda en línea

- Revise la información de pago y envíe la solicitud.
- Haga clic en "Submit Order" para finalizar el proceso de solicitud.



Actualizaciones de políticas a partir del 1 de septiembre de 2026

1. Declaración para tiempo adicional de examen

- Presente la declaración inmediatamente después de enviar su solicitud.
- Elija una de las siguientes opciones: un ajuste de 25 % de tiempo adicional para el examen o un formulario de examen en español. No se pueden utilizar ambas opciones para la misma cita de examen.
- Envíe su solicitud por correo electrónico a certification@asisonline.org a partir del 1 de septiembre de 2026.
- Asegúrese de que su solicitud sea enviada y aprobada antes de programar su cita de examen.
- Los candidatos no deben programar una cita de examen hasta haber recibido la aprobación de su solicitud de ajuste.

Información requerida

Incluya la siguiente información en su correo electrónico:

- Nombre completo (tal como aparece en su registro de ASIS)
- ID de ASIS
- Dirección de correo electrónico
- Certificación que desea obtener
- Declaración de que el inglés no es su idioma principal
- Solicitud formal de un **25 % de tiempo adicional para el examen**

2. Ajuste para supervisión remota (Remote Proctoring)

A partir del **1 de septiembre de 2026**, la supervisión remota ya no estará disponible como una opción estándar para los exámenes de certificación de ASIS.

Los candidatos que consideren que necesitan un ajuste de supervisión remota deberán seguir el proceso de solicitud de ajustes establecido por ASIS y presentar la documentación de respaldo requerida para su revisión por parte del **Comité de Relaciones con Certificados de la Junta de Certificación Profesional (PCB)**. Tenga en cuenta que la distancia geográfica o la ubicación no constituyen una justificación suficiente para obtener acceso a la supervisión remota.

Importante Las solicitudes de ajuste para supervisión remota deben ser revisadas **y aprobadas** antes de que se pueda programar una cita de examen.