



**ASQ**  
The Global Voice of Quality™

# CERTIFICATION EXAM APPLICATION

## 1. ASQ MEMBERSHIP NUMBER

If you are not an ASQ member, leave blank

## 2. NAME/ADDRESS INFORMATION

Mr.  Ms.  Mrs.  Dr. (Print clearly or type)

First Name			Middle Initial			Last Name		
Home Address						Apt./Ste.		
City, State/Prov., Zip/Postal Code						Country		
Home Area Code and Telephone Number								
Employer Name						Your Title		
Employer Address						Apt./Ste.		
City, State/Prov., Zip/Postal Code						Country		
Bus. Area Code and Telephone Number						Fax Number		
E-mail Address								

## 3. FEE

Check the applicable box below.

### MARCH/OCTOBER EXAMS

- CQI** .....  Retake..... \$129.00 U.S.D.  
 ASQ Member..... \$179.00 U.S.D.  
 Nonmember..... \$339.00 U.S.D.
- CQT** .....  Retake..... \$129.00 U.S.D.  
 ASQ Member..... \$179.00 U.S.D.  
 Nonmember..... \$339.00 U.S.D.
- CRE** .....  Retake..... \$209.00 U.S.D.  
 ASQ Member..... \$259.00 U.S.D.  
 Nonmember..... \$399.00 U.S.D.
- CMQ/OE** .....  Retake..... \$279.00 U.S.D.  
 ASQ Member..... \$329.00 U.S.D.  
 Nonmember..... \$449.00 U.S.D.
- CHA** .....  Retake..... \$209.00 U.S.D.  
 ASQ Member..... \$259.00 U.S.D.  
 Nonmember..... \$399.00 U.S.D.
- CBA** .....  Retake..... \$209.00 U.S.D.  
 ASQ Member..... \$259.00 U.S.D.  
 Nonmember..... \$399.00 U.S.D.
- CSSBB\*** .....  Retake..... \$249.00 U.S.D.  
 ASQ Member..... \$299.00 U.S.D.  
 Nonmember..... \$449.00 U.S.D.

\* Your Six Sigma Black Belt application will be on hold until your affidavit(s) is received at ASQ.

**Completed affidavit(s) must be received at ASQ within one week of receiving your application.**

**If not, your application will be canceled and a partial refund (less application fee) will be returned to you.**

### EXAMINATION DATES

Your application must be postmarked, faxed, or emailed by the extended application deadline. Applications sent after the extended deadline will automatically incur an additional, nonrefundable, \$50 late registration fee. Applications received after the late application deadline will automatically be processed for the next examination date.

Examination Dates	Extended Application Deadline	Late Application Fee Deadline
<input type="checkbox"/> Oct. 1, 2011	Aug. 12, 2011	Aug. 17, 2011
<input type="checkbox"/> March 3, 2012	Jan. 13, 2012	Jan. 18, 2012
<input type="checkbox"/> Oct. 6, 2012	Aug. 17, 2012	Aug. 22, 2012

Please complete both sides of this application

### JUNE/DECEMBER EXAMS

- CPGP** .....  Retake..... \$209.00 U.S.D.  
 ASQ Member..... \$259.00 U.S.D.  
 Nonmember..... \$399.00 U.S.D.
- CSQE** .....  Retake..... \$209.00 U.S.D.  
 ASQ Member..... \$259.00 U.S.D.  
 Nonmember..... \$399.00 U.S.D.
- CQA** .....  Retake..... \$209.00 U.S.D.  
 ASQ Member..... \$259.00 U.S.D.  
 Nonmember..... \$399.00 U.S.D.
- CQE** .....  Retake..... \$209.00 U.S.D.  
 ASQ Member..... \$259.00 U.S.D.  
 Nonmember..... \$399.00 U.S.D.
- CQIA** .....  Retake..... \$129.00 U.S.D.  
 ASQ Member..... \$179.00 U.S.D.  
 Nonmember..... \$339.00 U.S.D.
- CCT** .....  Retake..... \$129.00 U.S.D.  
 ASQ Member..... \$179.00 U.S.D.  
 Nonmember..... \$339.00 U.S.D.
- CQPA** .....  Retake..... \$129.00 U.S.D.  
 ASQ Member..... \$179.00 U.S.D.  
 Nonmember..... \$339.00 U.S.D.
- CSSGB** .....  Retake..... \$149.00 U.S.D.  
 ASQ Member..... \$199.00 U.S.D.  
 Nonmember..... \$339.00 U.S.D.

### EXAMINATION DATES

Your application must be postmarked, faxed, or emailed by the extended application deadline. Applications sent after the extended deadline will automatically incur an additional, nonrefundable, \$50 late registration fee. Applications received after the late application deadline will automatically be processed for the next examination date.

Examination Dates	Extended Application Deadline	Late Application Fee Deadline
<input type="checkbox"/> Dec. 3, 2011	Oct. 14, 2011	Oct. 19, 2011
<input type="checkbox"/> June 2, 2012	April 13, 2012	April 18, 2012
<input type="checkbox"/> Dec. 1, 2012	Oct. 12, 2012	Oct. 17, 2012

### EXAM FEE TOTALS

You may pay by check, money order, bank draft, Visa, MasterCard, or American Express. Tuition vouchers and purchase orders are not accepted.

**Your application will be returned unprocessed if payment is not enclosed. \$50.00 of your fee is an application fee and is not refundable.**

If you are interested in becoming a member, include payment and the membership application with your certification fee.

March/October \_\_\_\_\_  
 June/December \_\_\_\_\_  
**Total** \_\_\_\_\_

### Method of payment:

**Check or money order (U.S. dollars drawn on a U.S. bank)**

Make check payable to ASQ.

Visa  MasterCard  American Express (Check one)

Cardholder's Name (please print) \_\_\_\_\_

Card Number \_\_\_\_\_ Exp. Date \_\_\_\_\_

Cardholder's Signature \_\_\_\_\_

Cardholder's Address \_\_\_\_\_

Applicant's Signature \_\_\_\_\_ Date \_\_\_\_\_

Fees subject to change without notice.

**If the payment amount submitted is incorrect or a price increase occurs, we will bill you accordingly or charge your credit card the appropriate amount.**

**To register online, visit [www.asq.org](http://www.asq.org) and click Certification. Provide Priority Code CTKAK11.**

## 4. EXAMINATION SITE

Please list your ASQ section number for testing location.

Section Number

International applicants, please print the name of the major city and country where you would prefer to take the examination on the lines below.

City \_\_\_\_\_

Country \_\_\_\_\_

## 5. EDUCATION

Complete the entire section below showing the **highest** completed educational degree or diploma you have received. Credit is not issued for nondegree education or for partially completed degree programs.

**International applicants must provide documentation to verify educational equivalency.**

Degree or Diploma \_\_\_\_\_ Year \_\_\_\_\_

Name of Institution \_\_\_\_\_

Location of Institution \_\_\_\_\_

**Is this a (circle one) technical school diploma or an associate, bachelor's, master's, or doctorate degree?**

## 6. WORK EXPERIENCE

**If you do not meet all of the necessary qualifications, you will not be allowed to take this exam.**

**CQIA and CQPA** require TWO years of work experience or an associate degree or TWO years of equivalent higher education.

**CQI** requires TWO years of work experience. If you do not have a high school diploma or GED, you must have THREE additional years' work experience.

**CQT** requires FOUR years of higher education *and/or* work experience.

**CRE, CQA, CQE, and CSQE** require EIGHT years of higher education *and/or* work experience including THREE years in a decision-making position.

**CBA and CHA** require FIVE years of work experience including ONE year in a decision-making position.

**CMQ/OE** requires 10 years of higher education *and/or* work experience including FIVE years in a decision-making position.

**CSSBB** requires two completed projects with signed affidavits or one project with signed affidavit and three years of work experience. No education waivers are given.

**CCT** requires FIVE years of higher education *and/or* work experience.

**CPGP** requires FIVE years of on-the-job experience including THREE years in a decision-making position. No education waivers are given.

**CSSGB** requires THREE years of work experience.

All work experience must relate to one or more areas of the body of knowledge of that specific certification.

**"DECISION MAKING" is defined as having the authority to define, execute, or control projects/processes and being responsible for the outcome.**

If you have been certified by ASQ in any of the areas below, please provide your certificate number in lieu of work experience. If you are applying for the manager exam, you'll need to include additional work experience.

CQA    CQE    Manager    CRE    CSQE

Certificate Number \_\_\_\_\_

Date \_\_\_\_ / \_\_\_\_ / \_\_\_\_

**The following does *not* apply for CQI, CSSBB, CPGP, or CSSGB.**

If you have completed a degree, diploma, or certificate program beyond high school, you may waive some of the required experience as follows:

Certificate/diploma from a technical or trade school	<input type="checkbox"/> 1 year, CCT 2 years
Associate degree (college or technical institute)	<input type="checkbox"/> 2 years, CBA, CHA 1 year
Bachelor's degree	<input type="checkbox"/> 4 years, CCT 2 years, CQT, CHA, CBA 3 years
Master's/doctoral degree	<input type="checkbox"/> 5 years, CCT 2 years, CQT 3 years, CBA, CHA 4 years

**You must attach a résumé or provide your work experience below; employment dates must be by month/year.**

Job Title \_\_\_\_\_ From (Mo/Yr) \_\_\_\_\_ To (Mo/Yr) \_\_\_\_\_

Employer \_\_\_\_\_

Address \_\_\_\_\_

Supervisor \_\_\_\_\_

Job Title \_\_\_\_\_ From (Mo/Yr) \_\_\_\_\_ To (Mo/Yr) \_\_\_\_\_

Employer \_\_\_\_\_

Address \_\_\_\_\_

Supervisor \_\_\_\_\_

Job Title \_\_\_\_\_ From (Mo/Yr) \_\_\_\_\_ To (Mo/Yr) \_\_\_\_\_

Employer \_\_\_\_\_

Address \_\_\_\_\_

Supervisor \_\_\_\_\_

## 7. COMPLIANCE WITH RULES

Please read the ASQ Code of Ethics below. Compliance with the Code of Ethics is **mandatory** for all certified individuals, whether or not they are members of ASQ.

"I have read, I understand, and I agree to comply with the ASQ Code of Ethics. I agree not to discuss or release in any form the contents of the examination. I affirm that all information contained in this application is correct."

Signature \_\_\_\_\_

Please print your name \_\_\_\_\_

Date \_\_\_\_ / \_\_\_\_ / \_\_\_\_

## ASQ CODE OF ETHICS

### FUNDAMENTAL PRINCIPLES

ASQ requires its members and certification holders to conduct themselves ethically by:

- I. Being honest and impartial in serving the public, their employers, customers, and clients.
- II. Striving to increase the competence and prestige of the quality profession, and
- III. Using their knowledge and skill for the enhancement of human welfare.

Members and certification holders are required to observe the tenets set forth below:

### RELATIONS WITH THE PUBLIC

Article 1 — Hold paramount the safety, health, and welfare of the public in the performance of their professional duties.

### RELATIONS WITH EMPLOYERS, CUSTOMERS, AND CLIENTS

Article 2 — Perform services only in their areas of competence.

Article 3 — Continue their professional development throughout their careers and provide opportunities for the professional and ethical development of others.

Article 4 — Act in a professional manner in dealings with ASQ staff and each employer, customer, or client.

Article 5 — Act as faithful agents or trustees and avoid conflict of interest and the appearance of conflicts of interest.

### RELATIONS WITH PEERS

Article 6 — Build their professional reputation on the merit of their services and not compete unfairly with others.

Article 7 — Assure that credit for the work of others is given to those to whom it is due.

#### DID YOU

- Complete both sides of the application
- Include payment
- Attach your résumé or provide your work experience with employment dates by month/year
- Sign your application
- Include your CSSBB affidavit(s) — Affidavits can be found at [www.asq.org/certification](http://www.asq.org/certification)



**If you have special needs that we can address, call ASQ Certification Offerings at 800-248-1946 or 414-272-8575.**

#### Return This Application To:

ASQ  
P.O. Box 3066  
Milwaukee, WI 53201-3066  
Fax 414-272-1734



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