Certified Computer Examiner Certification Extension Policy

Each CCE candidate will be given 90 days to complete the certification testing process. The 90-day limit begins upon submission of the online written test and ethics form. If the candidate has registered in conjunction with a CCE BootCamp, they will have already submitted the Online Written Exam prior to enrolling for the testing. In this situation, the 90-day time limit begins when they submit the ethics form and indicate interest in moving forward.

If during the 90 day certification period, the CCE candidate has reason to request an extension of time to complete the certification process, the candidate must request, in writing, this extension from his or her certification monitor. The extension request must be made before the original 90-day certification time period expires and the monitor may grant an extension of an additional 90 days to complete the certification process.

If the candidate has reason to request an extension of time to complete the certification process and has not yet begun the practical exam portion of the certification testing process, the certification process may be suspended and begun again within 90 days without penalty. This suspension request must be made by the candidate, in writing to his or her certification monitor before the original 90-day certification period expires and the monitor may approve the suspension of the certification process. The candidate must then contact the monitor again within 90 days of suspending the certification process to reinitiate the certification process and will be given 90 days to complete the certification process.

No further extensions will be granted to the CCE candidate. If the candidate does not complete the certification process during the original 90 day time period or if granted, the 90-day extension, the candidate must pay the retake registration fee and begin the certification process over again.

Certified Computer Examiner Recertification Extension Policy

Each CCE recertification candidate will be given a grace period of 6 months to initiate the CCE recertification process with a registration fee of $75. The 6-month grace period will begin the date the latest certification expires. After the recertification is initiated through payment of the registration fee, the recertification candidate will be given 60 days to complete the recertification testing.

If during the 60 day recertification period the CCE recertification candidate has reason to request an extension of time to complete the recertification process, the candidate must request, in writing, this extension from his or her recertification monitor. The extension request must be made before the original 60-day recertification time period expires and the monitor may grant an extension of an additional 30 days to complete the recertification process.

No further extensions will be granted to the CCE recertification candidate. If the candidate does not complete the recertification process during the original 60-day time period or the 30-day extension, the candidate must pay the retake registration fee and begin the certification process over again. During this time between the candidates failed recertification attempt and successfully completing the certification process again from the beginning, the former CCE may not represent him or herself as a Certified Computer Examiner.