



Paper-Based Testing Exam ORDER FORM

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	
Email Address				

I would like hard copies of my exam results sent to the following address: HOME WORK

3. FEE Check the applicable box below.

MARCH/OCTOBER EXAMS*

	Retake	ASQ Member	Nonmember
CQI	\$208	\$268	\$418
CQT	\$208	\$268	\$418
CRE	\$298	\$348	\$498
CMQ/OE	\$368	\$418	\$568
CHA	\$298	\$348	\$498
CBA	\$298	\$348	\$498
CSSBB**	\$338	\$388	\$538
CSSYB	\$184	\$244	\$394
CSQP	\$298	\$348	\$498

* Prices above are in U.S. dollars.

** Your Six Sigma Black Belt application will be on hold until your affidavit(s) is (are) 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 (minus a \$70 nonrefundable processing charge) will be returned to you.

EXAMINATION DATES

Your application must be postmarked, faxed, or emailed by the application deadline. Applications sent after the deadline will automatically incur an additional, nonrefundable, \$70 late registration fee. Applications received after the late application deadline will automatically be processed for the next examination date.

Examination Dates	Application Deadline	Late Application Fee Deadline
Mar. 2, 2019	Jan. 11, 2019	Jan. 16, 2019
Oct. 5, 2019	Aug. 16, 2019	Aug. 21, 2019

JUNE/DECEMBER EXAMS*

	Retake	ASQ Member	Nonmember
CPGP	\$298	\$348	\$498
CSQE	\$298	\$348	\$498
CQA	\$298	\$348	\$498
CQE	\$298	\$348	\$498
CQIA	\$184	\$244	\$394
CCT	\$208	\$268	\$418
CQPA	\$184	\$244	\$394
CSSGB	\$238	\$288	\$438

* Prices above are in U.S. dollars.

EXAMINATION DATES

Your application must be postmarked, faxed, or emailed by the application deadline. Applications sent after the deadline will automatically incur an additional, nonrefundable, \$70 late registration fee. Applications received after the late application deadline will automatically be processed for the next examination date.

Examination Dates	Application Deadline	Late Application Fee Deadline
Dec. 1, 2018	Oct. 12, 2018	Oct. 17, 2018
June 1, 2019	April 12, 2019	April 17, 2019

* ASQ has translated some exam programs into Spanish, Mandarin, Portuguese, and Korean. These exams are delivered via paper-based testing (PBT) and are only available in high-demand locations. To view a current list of translated exams and locations offered please visit asq.org/cert/dates-translated.

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. \$70.00 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 asq.org/cert.

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 _____

Type of degree or diploma (check one) technical school associate
bachelor's master's doctorate

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's 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. If certified through a quality technology program at a community college or vocational school, one year will be waived.

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. No education waivers are given.

CSSYB requires no experience or education requirements.

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

Work experience must be in a full-time, paid role. Paid intern, co-op, or any other course work cannot be applied toward the work experience requirement.

"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 CSQP

Certificate Number _____ Date _____

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

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

One year, CCT two years

Associate degree (college or technical school)

Two years, CBA, CHA one year

Bachelor's degree

Four years, CCT two years, CQT, CHA, CBA three years

Master's/doctoral degree

Five years, CCT two years, CQT three years, CBA, CHA four years

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 asq.org/cert.)

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

Job Title _____ From _____ To _____ (Mo/Yr)

Employer _____ Supervisor _____

Address _____

Job Title _____ From _____ To _____ (Mo/Yr)

Employer _____ Supervisor _____

Address _____

Job Title _____ From _____ To _____ (Mo/Yr)

Employer _____ Supervisor _____

Address _____

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.

ASQ CODE OF ETHICS

Introduction

The purpose of the American Society for Quality (ASQ) Code of Ethics is to establish global standards of conduct and behavior for its members, certification holders, and anyone else who may represent or be perceived to represent ASQ. In addition to the code, all applicable ASQ policies and procedures should be followed. Violations to the Code of Ethics should be reported. Differences in work style or personalities should be first addressed directly with others before escalating to an ethics issue.

The ASQ Professional Ethics and Qualifications Committee, appointed annually by the ASQ Board of Directors, is responsible for interpreting this code and applying it to specific situations, which may or may not be specifically called out in the text. Disciplinary actions will be commensurate with the seriousness of the offense and may include permanent revocation of certifications and/or expulsion from the society.

Fundamental Principles

ASQ requires its representatives to be honest and transparent. Avoid conflicts of interest and plagiarism. Do not harm others. Treat them with respect, dignity, and fairness. Be professional and socially responsible. Advance the role and perception of the quality professional.

Expectations of a Quality Professional

A. Act With Integrity and Honesty

1. Strive to uphold and advance the integrity, honor, and dignity of the quality profession.
2. Be truthful and transparent in all professional interactions and activities.
3. Execute professional responsibilities and make decisions in an objective, factual, and fully informed manner.
4. Accurately represent and do not mislead others regarding professional qualifications, including education, titles, affiliations, and certifications.
5. Offer services, provide advice, and undertake assignments only in your areas of competence, expertise, and training.

B. Demonstrate Responsibility, Respect, and Fairness

1. Hold paramount the safety, health, and welfare of individuals, the public, and the environment.
2. Avoid conduct that unjustly harms or threatens the reputation of the Society, its members, or the quality profession.
3. Do not intentionally cause harm to others through words or deeds. Treat others fairly, courteously, with dignity, and without prejudice or discrimination.
4. Act and conduct business in a professional and socially responsible manner.
5. Allow diversity in the opinions and personal lives of others.

C. Safeguard Proprietary Information and Avoid Conflicts of Interest

1. Ensure the protection and integrity of confidential information.
2. Do not use confidential information for personal gain.
3. Fully disclose and avoid any real or perceived conflicts of interest that could reasonably impair objectivity or independence in the service of clients, customers, employers, or the Society.
4. Give credit where it is due.
5. Do not plagiarize. Do not use the intellectual property of others without permission. Document the permission as it is obtained.



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

Item B1529



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