

# Audit Fact Sheet

**Applications for initial CPRE Certification require candidates to document information in two categories: Education and Work Experience.**

**Qualifying documentation is not required at the time of initial application; however a systematic random number of professionals will be chosen to complete an auditing process upon submission of their initial application.**

## ***What you need to know...***

- Initial applicants will have 90 days from the point of notification to submit appropriate documentation
- *If applying with a Bachelor's degree or higher:* applicants must submit official transcripts in their original sealed envelope. Electronic transcripts will be accepted, but only if they come directly from the school to [certification@nrpa.org](mailto:certification@nrpa.org) or have a verifiable signature attached to the PDF.
- Work Experience should be verified through a Work Experience form completed by employer and submitted to NRPA
- Failure to submit appropriate documentation in a timely manner will result in a withdrawal of the candidate's certification application and a partial refund of the exam fee only will be returned to the candidate.



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