

# ACSM's Get Certified Guide

Leading The Way.

**ACSM**  
**CERTIFIED**

**ONE CERTIFICATION  
HAS ACHIEVEMENT  
WRITTEN ALL OVER IT.**



This guide will help you make decisions.

Get the *BEST* discount on ACSM certification exams and get tools to help you advance in your career by becoming a member. Visit [www.acsm.org/membership](http://www.acsm.org/membership) for more information.

## Helping You Make The Right Choices



On behalf of ACSM's more than 40,000 members and certified professionals worldwide, I'd like to be the first to commend you for considering an ACSM certification in the next phase of your career.

ACSM is the world's leader in improving health and performance through science, practice and policy. We are committed to excellence in all

facets, and our certification program is no different. For years, we have been the "gold standard" in training and credentialing certified professionals. With an ACSM certification, you'll join the team that defines professional competence and continually raises the bar for the field.

Whether you pursue a health fitness certification, clinical certification or specialty certification with ACSM, I applaud you for choosing a program that will support you with the knowledge and skills you need to enhance your career.

Tom Best, M.D., Ph.D., FACSOM

ACSM President

The Ohio State University Sports Medicine Center and Department of Family Medicine



The American College of Sports Medicine has literally set the standards for the health and fitness industry for more than 35 years. Our fitness and clinical certifications represent the very best in professional preparation and practice.

As you consider an ACSM certification, know that choosing ACSM shows potential employers that you value and abide by the highest standards in

your field. Companies worldwide ranging from health clubs to clinical centers recognize ACSM's unparalleled reputation and look to hire our certified professionals.

When you seek the professional credentials that will best define your career, I hope you'll consider the industry's "gold standard" since 1975—certification through ACSM.

ACSM Certification: Leading the Way.

Madeline Bayles

CCRB chair

### Table of Contents

WHY SHOULD I BECOME ACSM CERTIFIED? .....	3	SPECIALTY CERTIFICATIONS .....	6
FITNESS CERTIFICATIONS .....	4	<i>If you are working with a special population individual or group, then consider adding an ACSM specialty certification.</i>	
<i>If you are a fitness professional working in a health club or other community-based setting, ACSM offers certifications to work with healthy individuals or those with controlled diseases.</i>		WHICH CERTIFICATION DO I CHOOSE? .....	7
CLINICAL CERTIFICATIONS .....	5	PREPARING FOR AN EXAM .....	10
<i>If you are a clinical professional who works with clients with chronic conditions for whom physical activity and exercise is a therapeutic or functional benefit.</i>		SHOULD I ATTEND A WORKSHOP? .....	11
		WORKSHOP & EXAM POLICIES .....	12
		HOW DO I STAY CERTIFIED? .....	14

# Why Should I Become ACSM Certified?



It is a great career move.



*ACSM Certification means you will be uniquely qualified to work with a variety of people, including those with health risks. Select from any of our health fitness certifications or clinical certifications. You can choose the one that suits you best. And don't miss our specialty certifications.\**

## Enhance your career potential

- Have the confidence of knowing you are certified by the organization that sets the standards in the health and fitness industry.
- Employers prefer ACSM certification because it ensures a high standard of knowledge and service to clients and members.

## Enjoy These Benefits as an ACSM Certified Professional

### Valuable Marketing Support & Career Opportunities

- Exclusive opportunity to feature the ACSM Certified logo mark on your business cards, letterhead, brochures, web sites and other marketing materials to enhance your credibility to potential employers and clients.
- Receive a free listing in the ACSM ProfFinder™ which provides you with free marketing exposure to potential employers and the public worldwide.
- Opportunity to have a “Spread the Word” letter explaining the value of your certification achievement sent directly to your employer.
- Experience additional career and income opportunities with the option to serve as an ACSM workshop director or lecturer.

### Access to the Latest Health & Fitness Research and Techniques

- Be among the first to receive access to ACSM's research so you can be on the leading edge when it comes to applying new concepts and techniques in your workplace and with your clients.
- Receive a free subscription to ACSM's Certified News, our quarterly newsletter written exclusively for ACSM certified professionals. Each issue is jam-packed with the latest health and fitness news, articles, and an opportunity to earn 4 Continuing Education Credits (CECs).

### Valuable Discounts

- You will receive valuable discounts on ACSM workshops and continuing education including:
- Discounts on registration to the annual ACSM Health & Fitness Summit & Exposition and ACSM Annual Meeting for ACSM certified professionals who are also ACSM members
  - Discounts on select ACSM Workshops

### Influence and Involvement

- Receive voting rights in “Committee on Certification and Registry Board” elections, the body responsible for ACSM certification governance and exam testing procedures.

\*Currently, four of eight ACSM certifications have earned the NCCA accreditation:

- ACSM Certified Personal Trainer®
- ACSM Certified Health Fitness Specialist<sup>SM</sup>
- ACSM Certified Clinical Exercise Specialist<sup>SM</sup>
- ACSM Registered Clinical Exercise Physiologist®

NCCA accreditation applications for the four more recently developed certifications will be submitted as they become eligible:

- ACSM Certified Group Exercise Instructor<sup>SM</sup>
- ACSM/ACS Certified Cancer Exercise Trainer<sup>SM</sup>
- ACSM/NCPAD Certified Inclusive Fitness Trainer<sup>SM</sup>
- ACSM/NSPAPPH Physical Activity in Public Health Specialist<sup>SM</sup>

# Fitness Certifications

## ACSM Certified Group Exercise Instructor<sup>SM</sup>

## ACSM Certified Personal Trainer<sup>®</sup>



## ACSM Certified Health Fitness Specialist<sup>SM</sup>



<b>CANDIDATE PROFILE</b>	College students, professionals new to the field, individuals with or without a health-related degree	College students, professionals new to the field, individuals with or without a health-related degree	College graduates with exercise science-based degrees, experienced health and fitness professionals
<b>WORK SETTING</b>	Health club, university, corporate or community/public health settings	Health club, university, corporate or community/public health settings	Health club, university, corporate or community/public health or hospital/clinical settings
<b>PRIMARY RESPONSIBILITIES</b>	<ul style="list-style-type: none"> <li>• Develops and implements various forms of exercise in a group setting</li> <li>• Modifies exercises based on individual and group needs</li> <li>• Creates a positive exercise environment</li> </ul>	<ul style="list-style-type: none"> <li>• Works with healthy individuals or those with medical clearance to exercise</li> <li>• Performs basic fitness assessments and field tests</li> <li>• Makes appropriate exercise recommendations</li> </ul>	<ul style="list-style-type: none"> <li>• Conducts risk factor stratification</li> <li>• Works with special populations (elderly, obese, etc.)</li> <li>• Works with individuals with controlled disease</li> <li>• Performs exercise testing and develops comprehensive exercise prescriptions</li> <li>• Conducts program administration</li> </ul>
<b>ELIGIBILITY</b>	<ul style="list-style-type: none"> <li>• High school diploma or equivalent</li> <li>• Current Adult CPR (with practical skills component)</li> <li>• 18 years of age or older</li> </ul>	<ul style="list-style-type: none"> <li>• High school diploma or equivalent</li> <li>• Current Adult CPR (with practical skills component)</li> <li>• 18 years of age or older</li> </ul>	<ul style="list-style-type: none"> <li>• Exercise-based Associate's degree*</li> <li>• Eligible to sit for exam if in last semester of degree program</li> <li>• Current Adult CPR (with practical skills component)</li> </ul>
<b>EXAM SPECS</b>	Duration: 2.5 hours # of Questions: 100 scored/15 unscored†	Duration: 2.5 hours # of Questions: 120 scored/30 unscored†	Duration: 3.5 hours # of Questions: 125 scored/25 unscored†
<b>EXAM COSTS</b>	\$219 ACSM Members \$279 other candidates \$150 re-test	\$219 ACSM Members <sup>2</sup> \$279 other candidates \$150 re-test	\$219 ACSM Members <sup>1</sup> \$279 other candidates \$150 re-test
<b>WORKSHOP DETAILS</b>		1-day \$129 (for experienced professionals) 3-day \$375 (comprehensive review of core content)	2-day \$250
<b>WEBINAR DETAILS</b>	6 session series \$240 Single sessions \$45		6 session series \$240 Single sessions \$45
<b>RECOMMENDED STUDY MATERIALS</b>	<ul style="list-style-type: none"> <li>• Visit <a href="http://www.acsm.org/GEI">www.acsm.org/GEI</a> for complete listing</li> <li>• An official ACSM Resources book for the Group Exercise Instructor is in press; watch for more information later in 2011.</li> <li>• ACSM Learning Portal</li> <li>• <i>ACSM's Guidelines for Exercise Testing and Prescription</i></li> <li>• <i>ACSM's Resource Manual for Guidelines for Exercise Testing and Prescription</i></li> </ul>	<ul style="list-style-type: none"> <li>• <i>ACSM's Resources for the Personal Trainer</i></li> <li>• <i>ACSM's Guidelines for Exercise Testing and Prescription</i></li> <li>• <i>ACSM's Certification Review</i></li> <li>• ACSM Learning Portal</li> </ul>	<ul style="list-style-type: none"> <li>• <i>ACSM's Guidelines for Exercise Testing and Prescription</i></li> <li>• <i>ACSM's Resource Manual for Guidelines for Exercise Testing and Prescription</i></li> <li>• <i>ACSM's Certification Review</i></li> <li>• ACSM Learning Portal</li> </ul>
<b>2010 PASS RATES</b>		72% first-time candidates	61% first-time candidates
<b>CECS</b>	Accumulate 45 CECs within a 3-year period and pay a \$30 recertification fee	Accumulate 45 CECs within a 3-year period and pay a \$30 recertification fee	Accumulate 60 CECs within a 3-year period and pay a \$45 recertification fee

† Trial questions being assessed for use in future examinations.

\* Eligibility for the HFS will change July 1, 2011 to require an exercise-based bachelor's degree.

<sup>1</sup> Combo Exam & Workshop: \$499 Non-ACSM Members, \$439 ACSM Members. Register through [acsm.org](http://acsm.org). Exam vouchers are distributed after the workshop.

<sup>2</sup> Save \$30 on Exam If Purchased At Workshop

## ACSM Certified Clinical Exercise Specialist<sup>SM</sup>



## ACSM Registered Clinical Exercise Physiologist<sup>®</sup>



<b>CANDIDATE PROFILE</b>	Graduates with Bachelor's degrees in Kinesiology, Exercise Science, or other exercise-based degree Exercise Physiologists	Graduates with Master's degrees in Exercise Science, Exercise Physiology, or Kinesiology; Clinical Exercise Physiologists
<b>WORK SETTING</b>	University, corporate, health club, clinical, rehabilitative, hospital, physician's offices or research-based clinical settings	In-patient or out-patient clinical, rehabilitative, hospital, physician's offices, or research-based clinical settings
<b>SCOPE OF PRACTICE (ABRIDGED)</b>	<ul style="list-style-type: none"> <li>• Works with individuals with controlled cardiovascular, pulmonary and/or metabolic disease</li> <li>• Performs clinical exercise testing and data interpretation</li> <li>• Conducts and interprets ECGs at rest and during exercise</li> </ul>	<ul style="list-style-type: none"> <li>• Works with individuals with cardiovascular, pulmonary, metabolic, orthopedic/musculoskeletal, neuromuscular and/or neoplastic/ immunological/hematological disease</li> <li>• Performs clinical exercise testing and data interpretation</li> <li>• Develops complex exercise prescriptions and performs exercise counseling</li> <li>• Works with individuals referred by, or are currently under the care of, a physician</li> </ul>
<b>ELIGIBILITY</b>	<ul style="list-style-type: none"> <li>• Bachelor's degree in Kinesiology, Exercise Science, or other exercise-based degree</li> <li>• Clinical hours*</li> <li>• Current Basic Life Support or CPR for the Professional Rescuer certification*</li> </ul>	<ul style="list-style-type: none"> <li>• Master's degree in Exercise Science, Exercise Physiology or Kinesiology</li> <li>• 600 hours of practical experience in a clinical exercise program</li> <li>• Current Basic Life Support or CPR for the Professional Rescuer certification</li> <li>• Application process only. Contact certification@acsm.org for an application or visit www.acsm.org</li> </ul>
<b>EXAM SPECS</b>	Duration: 3.5 hours # of Questions: 100 scored/35 unscored†	Duration: 3 hours # of Questions: 125 scored/15 unscored†
<b>EXAM COSTS</b>	\$239 ACSM Members <sup>3</sup> \$299 other candidates \$155.50 re-test	\$239 ACSM Members <sup>4</sup> \$299 other candidates \$155.50 re-test
<b>WORKSHOP DETAILS</b>	2-day \$250	2-day \$250
<b>WEBINAR DETAILS</b>	6 session series \$240 Single sessions \$45	COMING SOON!
<b>RECOMMENDED STUDY MATERIALS</b>	<ul style="list-style-type: none"> <li>• ACSM's Guidelines for Exercise Testing and Prescription</li> <li>• ACSM's Resource Manual for Guidelines for Exercise Testing and Prescription</li> <li>• ACSM's Certification Review</li> <li>• ACSM Learning Portal</li> </ul>	<ul style="list-style-type: none"> <li>• ACSM's Guidelines for Exercise Testing and Prescription</li> <li>• ACSM's Resource Manual for Guidelines for Exercise Testing and Prescription</li> <li>• ACSM's Resources for Clinical Exercise Physiology</li> <li>• ACSM Learning Portal</li> </ul>
<b>2010 PASS RATES</b>	50% first-time candidates	63% first-time candidates
<b>CECS</b>	Accumulate 60 CECs within a 3-year period and pay a \$45 recertification fee	Accumulate 60 CECs within a 3-year period and pay a \$45 recertification fee

† Trial questions being assessed for use in future examinations \* 500 hours practical experience in a clinical exercise program or 400 hours practical experience for students graduating from CoAES accredited programs.

<sup>3</sup> Combo Exam & Workshop: \$519 Non-ACSM Members, \$459 ACSM Members. Register through acsm.org. Exam vouchers are distributed after the workshop.

<sup>4</sup> ACSM Certified Clinical Exercise Specialists Save \$30 on RCEP Exam!

# Specialty Certifications

## ACSM/NCPAD Certified Inclusive Fitness Trainer<sup>SM</sup>

## ACSM/ACS Certified Cancer Exercise Trainer<sup>SM</sup>

## ACSM/NSPAPPH Physical Activity in Public Health Specialist<sup>SM</sup>

<b>CANDIDATE PROFILE</b>	College students, professionals in the fitness field, individuals in a community or fitness setting with or without a degree	College graduates with and without health-related degrees, experienced fitness professionals working with older adults or individuals with chronic conditions cleared for independent physical activity.	Graduates with and without health-related degrees, experienced professionals working with in a public health setting
<b>WORK SETTING</b>	Community/public health settings, (e.g., YMCA, parks & recreation, after school programs) health clubs, corporate fitness centers, university recreation centers	Commercial health clubs, community/public health settings, hospital/rehabilitative, research-based university/clinical, corporate fitness centers, private settings	Community/public health setting, (e.g., YMCA, parks & recreation, after school programs), federal, state, or local government, non-profit organization, commercial health clubs, corporate fitness centers
<b>SCOPE OF PRACTICE (UNABRIDGED)</b>	<ul style="list-style-type: none"> <li>Works with people with a physical, sensory or cognitive disability who are healthy or have medical clearance to exercise and were referred or currently under the care of a physician or healthcare professional</li> <li>Leads and demonstrates safe, effective and adapted methods of exercise</li> <li>Understands precautions and contraindications to exercise for people with disabilities and is aware of current ADA policy for recreation facilities and standards for accessible facility design</li> </ul>	<ul style="list-style-type: none"> <li>Utilizes a basic understanding of cancer diagnoses, surgeries, treatments, symptoms and side effects to assess, develop exercise programs and train clients who are in any of the various stages of cancer diagnosis and/or treatment</li> <li>Performs appropriate fitness assessments and makes exercise recommendations for clients who have been cleared by their physician for independent physical activity</li> </ul>	<ul style="list-style-type: none"> <li>Promotes physical activity practice in public health at the national, state and/or local level</li> <li>Engages and educates key decision makers about the impact of, and/or need for, legislation, policies and programs that promote physical activity</li> <li>Provides leadership and develops partnerships with private and public associations to catalyze promotion of physical activity</li> </ul>
<b>ELIGIBILITY</b>	<ul style="list-style-type: none"> <li>Current ACSM Certification or current NCCA-accredited, health/fitness-related certifications (e.g., ACE, NCSF, NASM, NFPT, NSCA, Cooper Institute) and</li> <li>Current Adult CPR (with practical skills component) &amp; AED</li> </ul>	<ul style="list-style-type: none"> <li>Current ACSM Certification or current NCCA-accredited, health/fitness-related certifications (e.g., ACE, NCSF, NASM, NFPT, NSCA, Cooper Institute) and</li> <li>Current Adult CPR (with practical skills component) &amp; AED</li> <li>Bachelor's degree (in any field) and 500 hours of experience training older adults or individuals with chronic conditions or 10,000 hours of experience training older adults or individuals with chronic conditions</li> <li>Visit <a href="http://www.acsm.org/CET">www.acsm.org/CET</a> for description of experience</li> </ul>	<ul style="list-style-type: none"> <li>A Bachelor's Degree in a health related field from a regionally accredited college or university, or</li> <li>A Bachelor's degree in any subject and 1,200 hours of experience in settings promoting physical activity, healthy lifestyle management or other health promotion</li> <li>Visit <a href="http://www.acsm.org/PAPHS">www.acsm.org/PAPHS</a> for a list of health-related degrees and work settings</li> <li>Current adult CPR (with practical skills component) and AED</li> </ul>
<b>EXAM SPECS</b>	Duration: 2.5 hours # of questions: 100 scored/10 unscored†	Duration: 3.0 hours # of questions: 120 scored/5 unscored†	Duration: 2.5 hours # of questions: 90 scored/35 unscored†
<b>EXAM COSTS</b>	\$195 non-ACSM Certified Professionals \$150 ACSM Certified Professionals Re-test \$125	\$195 non-ACSM Certified Professionals \$150 ACSM Certified Professionals Re-test \$125	\$195 non-ACSM Certified Professionals \$150 ACSM Certified Professionals Re-test \$125
<b>WEBINAR DETAILS</b>	6 session series \$240 Single sessions \$45	6 session series \$240 Single sessions \$45	Coming Soon!
<b>RECOMMENDED STUDY MATERIALS</b>	An official ACSM resources book for the inclusive fitness trainer is in press; watch for more information later in 2011 Visit <a href="http://www.acsm.org/cift">www.acsm.org/cift</a> for complete listing	An official ACSM resources book for the cancer exercise trainer is in press; watch for more information later in 2011 Visit <a href="http://www.acsm.org/cet">www.acsm.org/cet</a> for complete listing • ACSM Learning Portal	Visit <a href="http://www.acsm.org/paphs">www.acsm.org/paphs</a> for complete listing
<b>CECS</b>	Accumulate 15 CECS within a 3-year period, maintain NCCA-accredited certification, and pay \$25 fee	Accumulate 15 CECS within a 3-year period, maintain NCCA-accredited certification, and pay \$25 fee	Accumulate 45 CECS within a 3-year period and pay \$30 recertification fee

† Trial questions being assessed for use in future examinations.

# Which Certification Do I Choose?



What's your career path?

*Select the certification that you are MOST qualified for and match it with the work you are currently doing or want to do in your career; you will be positioning yourself to do great things in the future. Pick the certification that best suits your career goals and go for it!*

## Fitness Certifications

The **ACSM Certified Group Exercise Instructor<sup>SM</sup> (GEI)** is a fitness professional who leads and instructs exercise in a group setting using a variety of teaching and motivational techniques to create a positive exercise experience.

The ACSM Certified Group Exercise Instructor<sup>SM</sup> is certified to:

- Demonstrate effective methods of group exercise by applying basic principles of exercise science
- Instruct and motivate individuals to exercise safely and appropriately
- Communicate healthy lifestyle behaviors

The **ACSM Certified Personal Trainer<sup>®</sup> (CPT)** is a fitness professional who develops and implements an individualized approach to exercise leadership in healthy populations and/or those individuals with medical clearance to exercise.

The ACSM Certified Personal Trainer<sup>®</sup> is proficient in:

- Leading and demonstrating safe and effective methods of exercise by applying the fundamental principles of exercise science
- Writing appropriate exercise recommendations
- Motivating individuals to begin and to continue with their healthy behaviors

The **ACSM Certified Health Fitness Specialist<sup>SM</sup> (HFS)** is a degreed health and fitness professional qualified to pursue a career in university, corporate, commercial, hospital, and community settings.

The ACSM Certified Health Fitness Specialist<sup>SM</sup> is skilled in:

- Conducting risk stratification
- Conducting physical fitness assessments and interpreting results
- Constructing appropriate exercise prescriptions for healthy adults and individuals with controlled conditions released for independent physical activity
- Motivating apparently healthy individuals with medically controlled diseases to adopt and maintain healthy lifestyle behaviors
- Motivating individuals to begin and continue with their healthy behaviors

## Clinical Certifications

The **ACSM Certified Clinical Exercise Specialist<sup>SM</sup> (CES)** is a healthcare professional with a Bachelor's degree who typically works in cardiovascular/pulmonary rehabilitation programs, physicians' offices or medical fitness centers. The ACSM Certified Clinical Exercise Specialist<sup>SM</sup> also may provide exercise-related consulting for research, public health, and other clinical and non-clinical services and programs.

The ACSM Certified Clinical Exercise Specialist<sup>SM</sup> is proficient in:

- Exercise assessment (including cardiac stress testing) and training
- Cardiac and Pulmonary Rehabilitation
- Risk factor identification
- Lifestyle management services

The **ACSM Registered Clinical Exercise Physiologist<sup>®</sup> (RCEP)** works individually, or as part of an interdisciplinary team in clinical, community and public health settings, and their practice is guided by published professional guidelines, standards and applicable state and federal regulations.

The ACSM Registered Clinical Exercise Physiologist<sup>®</sup> is skilled in:

- Exercise testing and prescription in a clinical setting
- Exercise and physical activity counseling for patients with co-morbid (multiple) conditions
- Exercise supervision
- Exercise and health education/promotion
- Evaluation of exercise and physical activity outcome measures



## Specialty Certification

The **ACSM/NCPAD Certified Inclusive Fitness Trainer<sup>SM</sup> (CIFT)** is a fitness professional who assesses, develops and implements an individualized exercise program for persons with a physical, sensory or cognitive disability, who are healthy or have medical clearance to perform independent physical activity.

The ACSM/NCPAD Certified Inclusive Fitness Trainer<sup>SM</sup> is skilled in:

- Leading and demonstrating safe, effective and adapted methods of exercise
- Writing adapted exercise recommendations, understanding precautions and contraindications to exercise for people with disabilities
- Current ADA policy specific to recreation facilities (U.S. Access Board Guidelines) and standards for accessible facility design
- Motivational techniques and provide appropriate instruction to individuals with disabilities to begin and continue healthy lifestyles

The **ACSM/ACS Certified Cancer Exercise Trainer<sup>SM</sup> (CET)** utilizes a basic understanding of cancer diagnoses, surgeries, treatments, symptoms and side effects to assess, develop exercise programs and train clients who are in any of the various stages of cancer diagnosis and/or treatment and have been cleared by their physician for independent physical activity.

The ACSM/ACS Certified Cancer Exercise Trainer<sup>SM</sup> is skilled in:

- Performing cancer exercise specific fitness assessments
- Making appropriate exercise recommendations based on various cancer-related stages
- Demonstrating a basic understanding of cancer diagnoses, surgeries, treatments, symptoms and side effects



The **ACSM/NSPAPPH Physical Activity in Public Health Specialist<sup>SM</sup> (PAPHS)** is a professional who promotes physical activity in public health at the national, state and/or local level. The PAPHS engages and educates key decision makers about the impact of, and need for, legislation, policies and programs that promote physical activity. Additionally, the PAPHS provides leadership and develops partnerships with private and public associations to catalyze the promotion of population-based physical activity.

The ACSM/NSPAPPH Physical Activity in Public Health Specialist<sup>SM</sup> is skilled in the following:

- Promoting physical activity practice in public health at the national, state and/or local level
- Engaging and educating key decision makers about the impact of, and/or need for, legislation, policies and programs that promote physical activity
- Providing leadership and developing partnerships with affiliates, private and public associations and industry to catalyze promotion of physical activity



Call us today for more information

**1.800.486.5643**

All ACSM certification exams are delivered in a fixed form, computer-based testing format to optimize security of exam data/results, and to standardize the administrative aspects of exam delivery for all candidates.

## Identification Requirements

Candidates must provide two forms of proper identification. Candidates will not be seated for the exam if the proper ID is not provided.

The primary ID must contain a permanently affixed **photograph** and a **signature** and **must be valid** (not expired). An ID must be an original document and not a photocopy or a fax. **Acceptable primary IDs are listed below.**

A *secondary ID* must contain the candidate's signature. **Acceptable secondary IDs are listed below.**

IDs are considered to be valid (non-expired) as long as they do not contain an expiration date that has passed. If there is no expiration date on an ID, it is considered to be valid. The candidate must sign the ID before arriving at the testing center; it is not acceptable for the candidate to sign the ID when checking in.

The following are acceptable forms of identification:

### Primary ID

(picture and signature, not expired)

- Government-issued driver's license
- Employee ID or work badge
- School ID
- Passport
- Military ID
- Alien registration card (green card, permanent resident visa)
- Credit card\*
- Other government-issued ID, such as a state/country identification card

### Secondary ID

(signature, not expired)

- U.S. Social Security card
- Bank automatic-teller machine (ATM) card
- Any form of ID on the Primary list

\*A note about credit cards: A credit card can be used as a primary form of ID only if it contains both a photo and a signature and is not expired. Most credit cards do not meet these requirements. Any credit card can be used as a secondary form of ID, as long as it contains a signature and is not expired. This includes major credit cards, such as VISA®, MasterCard®, American Express® and Discover®. It also includes department store and gasoline credit cards.

## Testing Environment

Candidates should dress accordingly so that they will be comfortable in wide range of room temperatures.

## Personal Belongings

In general, candidates are not allowed to bring any items into the testing room. For details about which items are and are not allowed, please refer to the list that follows.

Candidates are discouraged from bringing any personal belongings to the testing center. These items must be stored in a secure space and are not permitted in the testing room.

Outside the U.S. and Canada call 410.528.4185

## Personal belongings that must be stored

The following are examples of items generally NOT allowed in the testing room:

- Purses
- Wallets
- Coats or jackets
- Hats and head coverings; although religious head coverings such as scarves, are permitted
- Briefcases
- Cell phones
- Backpacks
- Pagers
- Watches
- Calculators
- Pens and pencils belonging to the candidate
- Dictionaries, including language translation dictionaries
- Food, drinks or tobacco
- Notes, notebooks, study guides

## Comfort Aids

Certain items defined as "minor comfort aids" may be allowed in the testing room as long as the item is checked by the test center administrator before they are brought into the testing room including: tissues, such as Kleenex™, cough drops, pillow for supporting neck, back or injured limb, sweater or sweatshirt, eyeglasses and hearing aids, earplugs, neck braces or collars (worn by people with neck injuries).

A candidate must provide his or her own comfort aids. These are not considered to be accommodations and therefore do not need to be pre-approved by Pearson VUE or ACSM. Eyedrops, water bottles, asthma inhalers, diabetic testing equipment and other medical devices are not allowed in the testing room unless the candidate has been granted an accommodation for the item in advance. Candidates should follow the accommodations policy for consideration of a comfort aid.

If you require special accommodations, please request a special accommodations form, e-mail [certification@acsm.org](mailto:certification@acsm.org).

## Approved Exam Supplies

The candidate will be provided with an erasable noteboard and erasable pen, or blank notepaper.

Scratch paper of any kind is NEVER permitted in the testing room. Candidates are not allowed to use their own paper or notebooks, and notepads of any kind are not allowed.

Candidates are NOT permitted to bring their own writing instruments into the testing room. The testing center must provide any pens or pencils that are required for an exam.

Candidates are not permitted to write on the erasable noteboards or notepaper until after the exam has been started.

A standard calculator will be provided within the exam.

# Preparing for An Exam



You'll want to plan for success.

You can view our live tutorial at [www.acsm.org/examtutorial](http://www.acsm.org/examtutorial). It will walk you through the testing experience. You'll view how videos and photos are used on the exam as well as see practice questions.

## Become A Member and Save!

The BEST discount you can get on the exam is to become an ACSM member. When you become a member you'll also be immediately eligible for all the other exclusive and cost saving benefits of ACSM membership. Visit [www.acsm.org/join](http://www.acsm.org/join) for information and membership benefits.

## Avoid Stress on Exam Day

All ACSM exam candidates should read the free online candidate handbook ([www.acsm.org/candidatehandbook](http://www.acsm.org/candidatehandbook)) to avoid any surprises on test day. You don't need the extra stress on exam day; the handbook includes everything you need to know about taking an ACSM exam.

## Five Steps for Exam Preparation

### 1 Pick a date that allows you plenty of time to prepare

We recommend 3 to 6 months in advance, however, all candidates vary in their level of current education and study habits. Ultimately it doesn't matter how many months you spend but rather the total hours you study.

**2 Purchase recommended Study Materials (see below)** Although not required, we strongly encourage all candidates to use our textbooks to prepare. Visit [www.acsm.org/studymaterials](http://www.acsm.org/studymaterials) to make sure you are studying the correct edition.

### 3 Review the Knowledge, Skills and Abilities (KSAs)

Found in any ACSM recommended textbook, each exam item is written about a KSA. Review the exam blueprint (page 13). Recognize the percent of exam questions for each section. Compare the KSAs for that section and determine which section(s) will need more review time. Find the corresponding chapter in the textbooks that match the KSAs you need to study. The index is helpful for locating specific topics you need to review.

### 4 Schedule or apply for your exam at [www.pearsonvue.com/acsm](http://www.pearsonvue.com/acsm)

By the time you schedule your exam, you have a general idea of how much time you still need to study. Don't worry if you need to reschedule, you can do so up to 24 hours in advance at no charge. If you are an RCEP candidate, you will need to apply ([www.acsm.org/rcepapp](http://www.acsm.org/rcepapp)) and be approved before scheduling your exam.

### 5 Participate in interactive study methods (see pages 11-12)

Sign-up for an in-person workshop, participate in a live webinar ([www.acsm.org/register](http://www.acsm.org/register)), or take a course or practice test on the ACSM Learning Portal ([www.acsmlearning.org](http://www.acsmlearning.org)).

Wolters Kluwer Health | Lippincott Williams & Wilkins

## Recommended Study Materials

	GEI*	CPT	HFS	CES	RCEP	CET	CIFT	PAPHS
<i>ACSM's Certification Review, 3rd ed.</i> ; \$39.95		✓	✓	✓				
<i>ACSM's Guidelines for Exercise Testing and Prescription, 8th ed.</i> ; \$38.95	✓	✓	✓	✓	✓	✓		✓
ACSM Online Learning Portal; <a href="http://www.acsmlearning.org">www.acsmlearning.org</a>	✓	✓	✓	✓	✓			✓
<i>ACSM's Resource Manual for Guidelines for Exercise Testing and Prescription, 6th ed.</i> ; \$64.95	✓		✓	✓	✓			✓
<i>ACSM's Resources for Clinical Exercise Physiology, 2nd ed.</i> ; \$56.95					✓			
<i>ACSM's Resources for the Personal Trainer, 3rd ed.</i> ; \$67.95		✓						
<b>Optional Study Materials</b>								
<i>ACSM's Advanced Exercise Physiology</i> ; \$110.95				✓	✓			
<i>ACSM's Exercise Management for Persons with Chronic Diseases and Disabilities, 3rd ed.</i> ; \$68.00†			✓	✓	✓	✓	✓	✓
<i>ACSM's Health-Related Physical Fitness Assessment Manual, 3rd ed.</i> ; \$44.95		✓	✓					
<i>ACSM's Metabolic Calculations: A Handbook</i> ; \$30.95			✓	✓				
<i>ACSM's Metabolic Calculations Tutorial CD-ROM, version 1.0.a</i> ; \$47.95			✓	✓				

\*Visit [www.acsm.org/gei](http://www.acsm.org/gei) for a complete listing of recommended study materials

† Order at [www.humankinetics.com](http://www.humankinetics.com) or 800-747-4457

Prices are in US dollars and are subject to change at any time.

Order study materials by calling 1.800.486.5643 or online at [www.acsm.org/studymaterials](http://www.acsm.org/studymaterials).

# Should I Attend A Workshop?



Workshops—Available Worldwide—are a great first step.

*Offered around the world, ACSM workshops are offered in several languages including simplified Chinese, English, Japanese, German, Spanish, Turkish and Korean.*

## ACSM Certified Personal Trainer®

*Offered exclusively by ACSM's partner Fitness Education Network.*

**(3-Day Course: \$375)** Ideal for those who would like a comprehensive review of the knowledge, skills and abilities (KSAs). If you prefer alternative or additional methods to self-study, this workshop is a great choice. Material is presented in a classroom setting and also has a hands-on component to help you learn fundamental fitness assessments.

**(1-Day Course: \$129)** Designed for currently and previously certified personal trainers who feel confident in their basic knowledge of exercise physiology, anatomy and kinesiology. This workshop will update you on ACSM and other pertinent industry guidelines as well as provide you with the opportunity to identify Knowledge, Skills and Abilities (KSAs) required for the exam.

*To find a workshop site and register please visit  
[www.acsm.org/register](http://www.acsm.org/register).*

*For workshop agendas please visit [www.acsm.org/workshops](http://www.acsm.org/workshops).*

*For our accommodations and transfer/cancellation policy  
please see page 12.*

## ACSM Certified Health Fitness Specialist<sup>SM</sup>

**(2-Day Course: \$250)** A blend of classroom lecture and hands-on practicum designed to help you prepare for the certification exam. The workshop includes a high level review of exercise physiology, risk stratification, exercise programming, fitness assessments and techniques, a review of the Knowledge, Skills and Abilities (KSAs) and a forum to learn new knowledge and skills.

## ACSM Certified Clinical Exercise Specialist<sup>SM</sup>

**(2-Day Course: \$250)** A blend of classroom lecture and hands-on practicum designed to help you prepare for the certification exam. The workshop includes a high-level review of exercise physiology, exercise prescription and cardiovascular, pulmonary and metabolic diseases. Case studies and practical sessions include ECG interpretation, stress testing protocols and exercise programming.

## ACSM Registered Clinical Exercise Physiologist®

**(2-Day Course: \$250)** This lecture-only workshop has an intense focus on practice areas including neuromuscular, orthopedic and neoplastic/immunologic/hematologic where most clinical exercise physiologists have less experience. Additionally, a high level overview of the more common practice areas of cardiovascular, pulmonary and metabolic diseases are also included.

## Prepare From The Convenience of Your Home with ACSM Webinars!

You can learn from an ACSM expert from the convenience of your own home. Our webinars are live, and question and answer periods with the expert are provided. Audio recordings are sent to you following each webinar and are available for six months. You may take one, two or all six of the webinars available to help you prepare for your ACSM Certification exam.

To find course dates and times visit [www.acsm.org/register](http://www.acsm.org/register).



## Experience Interactive Exam Prep with the ACSM Learning Portal!

You can visit the ACSM Learning Portal at [www.acsmlearning.org](http://www.acsmlearning.org) for additional exam preparation assistance. In the learning portal you will find diagnostic assessments, practice exams and interactive, on-demand courses.

The **FREE diagnostic assessments** include 15 exam-specific questions. You will get your test results which you can print to assist you with further exam preparation.

**Practice exams** follow the same exam blueprint as the actual ACSM certification exam. These exams include questions that specifically address a certification's KSAs (Knowledge, Skills and Abilities), and are similar to questions that appear on the actual certification exam. Test results and explanations for each question are provided.

**Interactive courses** for new fitness professionals are available to help you learn or enhance knowledge of specific content areas.

## Workshop Information

### Housing and Transportation

Information regarding housing and local transportation will be provided by the individual workshop sites. We strongly recommend registrants refrain from making any travel or hotel reservations until the workshop has been confirmed. ACSM is not responsible for travel or hotel expenses. Information will be mailed by the workshop host site prior to the event.

### Site Cancellation Policy

Workshop sites may be cancelled up to 7 days prior to the beginning of the scheduled workshop session for any reason. When a workshop is cancelled, candidates will be notified by e-mail immediately and will receive a complete refund of all workshop fees. Transfer and cancellation policies would apply to the new site location. Refunds for credit card transactions processed online will be refunded back to the credit card within 2 weeks after the cancellation. If workshop registration was not completed online you will be refunded by check within 4-6 weeks after the cancellation.

If, for any reason, sites cancel a workshop or if the site is full, ACSM is not responsible for expenses incurred beyond the enrollment fees.

### Transfer/Cancel Policy

Requests for a workshop transfer to a different site or enrollment cancellation must be sent via fax or email (fax: 317.634.7817; email: [certification@acsm.org](mailto:certification@acsm.org)) to the ACSM National Center. All requests must be received prior to the start date of the workshop.

- Transfer or cancellation requests emailed or faxed on or before the listed site workshop enrollment deadline will be charged a \$75 processing fee.
- Transfer or cancellation requests emailed or faxed after the listed site enrollment deadline are charged 50% (minimum \$75) of the original workshop fee.
- Transfer or cancellation requests emailed or faxed on the first day of the workshop will not be honored, and no money will be refunded.

*NOTE: All transfer requests are contingent upon the enrollment limitations of the transfer site. The ACSM National Center must receive the additional fee before the candidate can be registered at the transfer site.*

"I really wanted the certification that says I'm the best I can be. That's ACSM. So I just went for it!"

# ONE CERTIFICATION HAS ACHIEVEMENT WRITTEN ALL OVER IT.

ACSM certification means you're uniquely qualified to work with a variety of clients, including those with health risks. Getting certified will challenge you, but we'll help you achieve your goal by providing self-study materials and hands-on workshops throughout the world.



LEADING THE WAY



### ACHIEVE MORE WITH OUR FREE SPECIAL REPORT

Go to [www.acsm.org/idea](http://www.acsm.org/idea) to get your free "5 x 5" special report full of great tips on training, industry trends, finding a job, and building and marketing your business, plus our free "Get Certified Guide" with everything you need to know about ACSM's health, fitness and clinical certifications.

**ACSM. The organization that's leading the way in making exercise good medicine.**

## Exam Information

### Standardized Scoring & Audit Process

You will receive your score immediately following the exam. The passing score is set in advance and is 550 on a scale of 200 to 800, similar to other standardized exams.

When you pass the exam, you may be one of the 15% of all test-takers who are randomly chosen to be audited. If you are contacted by us to be audited you will need to provide verification of your eligibility requirements. RCEP candidates are exempt from audits since they are pre-approved.

More information on standardized scoring and our exam audit can be found on our website at [www.acsm.org/exam](http://www.acsm.org/exam).



## Exam Blueprint

All candidates should review the free online candidate handbook available at [www.acsm.org/candidatehandbook](http://www.acsm.org/candidatehandbook) prior to taking an exam.

Competency Areas	GEI	CPT	HFS	CES	RCEP <sup>†</sup>	CIFT	CET	PAPHS
Exercise Physiology and Related Exercise Science	—	24%	23%	10%	19%	18%	10%	—
Exercise Prescription and Programming	—	28%	31%	19%	21%	20%	22%	—
Human Behavior	—	4%	4%	5%	5%	10%	8%	—
Health Appraisal and Fitness Exercise Testing	—	13%	12%	26%	25%	15%	15%	—
Safety, Injury Prevention and Emergency Procedures	—	8%	7%	5%	4%	11%	9%	—
Nutrition and Weight Management	—	9%	8%	2%	—	—	7%	—
Patient Management and Medications	—	—	—	2%	—	—	—	—
Program Administration, Quality Assurance, and Outcome Assessment	—	4%	8%	2%	4%	—	5%	—
Clinical and Medical Considerations (CPT only)	—	10%	—	—	—	11%	12%	—
Pathophysiology and Risk Factors	—	—	5%	10%	9%	—	—	—
Electrocardiography and Diagnostic Techniques	—	—	1%	17%	—	—	—	—
Medical and Surgical Management	—	—	1%	2%	13%	—	—	—
Physiology: Diagnosis and Treatment	—	—	—	—	—	—	12%	—
Disability Awareness	—	—	—	—	—	10%	—	—
Americans with Disability Act (ADA) and Facility Design	—	—	—	—	—	5%	—	—
Planning and Evaluating	—	—	—	—	—	—	—	23%
Intervention	—	—	—	—	—	—	—	20%
Data and Scientific Information	—	—	—	—	—	—	—	18%
Exercise Science in Public Health Setting	—	—	—	—	—	—	—	17%
Partnerships	—	—	—	—	—	—	—	12%
Organizational Structure	—	—	—	—	—	—	—	10%
Participant/Program Assessment	10%	—	—	—	—	—	—	—
Class Design	25%	—	—	—	—	—	—	—
Leadership and Instruction	55%	—	—	—	—	—	—	—
Legal/Professional Considerations	10%	—	—	—	—	—	—	—

\* Percentages are approximate

<sup>†</sup> RCEP practice areas are tested as follows:

General Population . . . . .	40%
Cardiovascular . . . . .	15%
Pulmonary . . . . .	10%
Metabolic . . . . .	14%
Orthopedic/Musculoskeletal . . . . .	7%
Neuromuscular . . . . .	5%
Immunologic/Hematologic/Neoplastic . . . . .	9%

# How Do I Stay Certified?



Leaders are always in front.

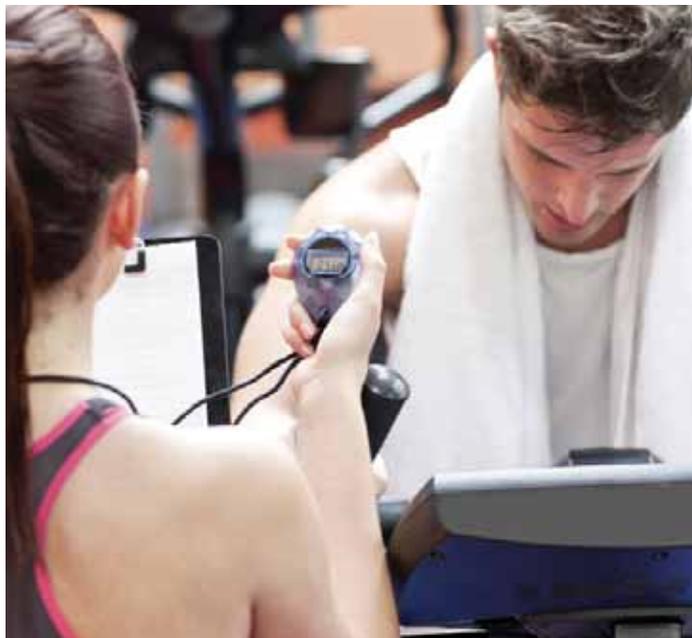
*Once you've taken the step forward to become ACSM Certified, you'll want to keep your certification current with continuing education. Continuing education is required to ensure ongoing competency and to maintain a high standard for ACSM-certified professionals.*

ACSM continuing education credit (CEC) requirements vary by certification. You'll find more information about the CEC requirements for your certification below.

## Earning Continuing Education Credits

To ensure ongoing competency and to maintain a high standard for certified professionals, every ACSM credential is renewed on a three-year basis. Certification/registration renewal is granted to candidates who successfully:

1. Earn the required number of Continuing Education Credits (CECs); and
2. Maintain a current cardiopulmonary resuscitation (CPR) certification; and
3. Pay the required three-year recertification/renewal fee; OR  
The candidate also has the option to repeat the certification examination of that particular level of certification for which they wish to be recertified (if exam is available and candidate still meets the minimum requirements).



The total number of CECs and recertification/renewal fees required for each certification/registry level for a three-year period are as follows:

Credential	Number of CECs	Recert. Fee
ACSM Certified Group Exercise Instructor <sup>SM</sup>	45	\$30
ACSM Certified Personal Trainer <sup>®</sup>	45	\$30
ACSM Certified Health Fitness Specialist <sup>SM</sup>	60	\$45
ACSM Certified Clinical Exercise Specialist <sup>SM</sup>	60	\$45
ACSM Registered Clinical Exercise Physiologist <sup>®</sup>	60	\$45
ACSM/NCPAD Certified Inclusive Fitness Trainer <sup>SM</sup> =	15	\$25
ACSM/ACS Certified Cancer Exercise Trainer <sup>SM</sup> =	15	\$25
ACSM/NSPAPPH Physical Activity in Public Health Specialist <sup>SM</sup>	45	\$30

*For the number of CECs required and the appropriate fee for ACSM credentials not listed above, please visit [www.acsm.org/recertify](http://www.acsm.org/recertify).*

*= Must maintain NCCA accredited certification for renewal.*

CECs can be earned the following ways after you become certified:

1. Attending professional education meetings, or taking continuing education self tests (such as those found in professional journals), that offer CECs, CMEs or CEUs from ACSM or other nationally recognized organizations.
2. Completing education programs, meetings, conferences, workshops, and other at home study programs from ACSM Approved Providers. Visit [www.acsm.org/CECs](http://www.acsm.org/CECs) for more information.
3. Taking and receiving a passing grade in a health/fitness or exercise science-related course from an accredited college or university that maintains or enhances professional development.
4. Authoring or co-authoring the publication of books, peer reviewed journal articles, or accepted abstracts.
5. Teaching academic courses at the college level; or presenting health, fitness, or clinical lectures in an organized professional conference offering CECs.
6. Attending an ACSM workshop, webinar or earning an additional ACSM certification.
7. Completing distance education or online continuing education programs that are consistent with the KSAs of your certification.

If attending a program that is not offered by an ACSM approved provider, please obtain CEC documentation. Examples of CEC documentation includes official continuing education certificate or letter stating amount of CECs earned.

## Audit Policies

At the time of recertification/renewal, you are only required to complete the online renewal form, but you must retain all documented proof of obtained credits for one year following your renewal. ACSM will audit a percentage of randomly selected ACSM renewals. If audited, you will be required to provide documented proof of all credits to the ACSM National Office within 30 days.

## Certification and Registry Status

You are considered ACSM certified or registered during the three years that your credential is current. If you do not recertify, you are no longer considered ACSM certified or registered, and you may not claim to be ACSM certified or registered.

## Multiple Credentials

A certified or registered professional who has gained more than one ACSM certification can keep all ACSM certifications current. A \$5 fee is charged for all additional credentials that one wishes to keep current. For example, if one wishes to maintain both the ACSM Certified Clinical Exercise Specialist and the ACSM Registered Clinical Exercise Physiologist® certifications, the renewal fee would be \$50 (\$45 for the ACSM Certified Clinical Exercise Specialist and \$5 for the additional ACSM Registered Clinical Exercise Physiologist®).



**ACSM Certified Pros receive 20% off!**

# Want to enhance your ACSM Certification?

## *ACSM's Health & Fitness Journal®*

offers exclusive resources to boost your career and better serve your clients.

Become a member of ACSM today and don't miss another issue of ACSM's *Health and Fitness Journal®*.

Visit [www.acsm.org/getfit](http://www.acsm.org/getfit)



**AMERICAN COLLEGE of SPORTS MEDICINE®**  
LEADING THE WAY

*“With my ACSM Certification I have been able to continuously enrich my knowledge base, while at the same time, establish a solid network of professionals that allow me the most opportunity in my career. Not only has this broadened my academic and professional perspective, but it has challenged me to new ideas that I have been able to implement in my practice. It is with true esteem and pride that I can tell others, ‘I am ACSM certified.’ ”*



**Contact us at  
1.800.486.5643**

Outside the U.S. and Canada call  
410.528.4185

Agents available Monday – Friday  
8:30 a.m. – 4:30 p.m. ET

401 West Michigan Street  
Indianapolis, Indiana 46202-3233

ISBN-13: 978-1-4511-4277-8

ISBN-10: 1-4511-4277-3



**AMERICAN COLLEGE  
of SPORTS MEDICINE®**  
LEADING THE WAY

For more than 50 years... ACSM has been Leading The Way in the scientific and public health aspects of physical activity and the breadth of exercise science and sports medicine. Today ACSM provides services to over 30,000 members and certified professionals in more than 70 countries.