

C5T PMP® Exam Prep FAQs

How long has C5T been teaching the PMP® Boot Camp?

Our PMP® Boot Camp was originally developed by military veterans (us) with a passion to deliver the best training at the most economical price. We not only developed this course for those preparing to take the PMP® certifying exam, but for our own company where we have institutionalized PMP® principles and best practices. We've been teaching the PMP® Boot Camp for over 7 years. In 2020 PMI took control of certified courseware as part of the Authorized Training Partner program. C5T was the first company in the area to become certified to teach the new course and we look forward to continue helping professionals learn and practice Project Management Professional principles.

Who is C5T Corporation?

C5T Corporation is a leading small business provider of many capabilities and has been in business since 2005s. We were founded by three military veterans who have a passion to continue to serve our Nation. We are a certified Woman-Owned and Service-Disabled Veteran Owned Small Business (WOSB, SDVOSB) located just outside Scott Air Force Base (AFB), Illinois. Over 90% of our employees are military veterans. Our success is due to our people who always, "Delight the Customer." Our capabilities include Enterprise Organizational Effectiveness, Portfolio/Program/Project Management, Agile Project Management and Software Development, Knowledge & Change Management, Business Process Reengineering, Process Improvement, Functional Management, Research and Development, Information Technology and Cyber Operations. We bridge the gap between operational and technical domains. We are a Project Management Institute (PMI®) Registered Education Provider (REP®) & ISO 9001:2015 certified. Our prime contract vehicles are GSA PSS 00Corp (MOBIS), IT70, VETS2, OASIS P1, eFAST and SeaPort-e.

Our application of innovative and best value Portfolio, Program and Project management approaches coupled with over 15 years of top-quality management resulted in our CEO, Ms. Janet Reese, being selected as the St Louis International Project Management Institute's Project Manager of the Year for 2014.

In addition, C5T was named by the Small Business Administration as the Small Business Prime Contractor of the Year for Region V (a six-state region) for 2015 and was selected as an International Small Business of the Year Finalist by the Armed Forces Communications and Electronics Association (AFCEA) in 2018.

What does it mean to be a PMI® Registered Education Provider (R.E.P.)?

PMI® R.E.P.s are organizations that PMI® has approved to offer training in project management and issue professional development units (PDUs) to meet the continuing education requirements needed by PMI® credential holders. To earn the R.E.P. designation, C5T Corporation has to meet or exceed rigorous standards for quality and effectiveness as defined by PMI®. We are the only R.E.P. in the local Scott AFB area. Our R.E.P. number is 4628.

What makes C5T Corporation's PMP® Boot Camp different?

We follow established PMI® course requirements and developed our Boot Camp for today's very busy professionals that do not have a lot of time to wade through tons of information, who are focused on learning the material, and who don't just want to memorize the PMBOK® or try to guess other material that may be on the certifying exam.

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All of our instructors have over 20 years of Project Management experience and are PMI ATP instructor certified and each has gone through a very rigorous selection process before being allowed to teach our BootCamp.

To date, every person that has taken our course has qualified for the certifying exam and we have a 99% pass rate. If you apply yourself, study hard, actively participate in our Boot Camp, and follow our post-course study guide, we are confident you too will pass the first time. But if you don't, you can take our course again for up to a year, free of class charge subject to space available. There is a \$200 fee to cover new study guides (we update them for every course) and incidentals.

How much does the Boot Camp cost?

Prices are for attendance at our Headquarters located just outside Scott AFB, IL. or via our virtual MicroSoft Teams offerings. If you'd like us to teach elsewhere, please call us, (618) 744-1258 or send us an email at PMP@C5T.com.

Regular Price: \$1,700

Department of Defense (Active Duty Military or Civil Service, Retired, Dependents), other Government Employees and Student Rate is 10% off (\$1,530). Must Show ID / Proof of Status to Qualify for Discounts.

Government, DoD and Group Discounts Available. Please contact us at (618) 744-1258, or PMP@C5T.com, for more information.

Are exam fees included in this price?

No. They must be paid directly to PMI® as part of the exam application process. The exam costs \$555 unless you join PMI® (annual membership is \$129 plus \$10 application fee for new members) where the exam cost will be reduced to \$405. Since joining PMI® saves you \$11 on exam fees and gives you additional benefits, we recommend you join before applying for the exam.

Can I pay for a course without knowing exactly when I can take it?

Yes. We have a voucher program that allows you to pay for the course then decide when you actually want to take one of our regularly scheduled Boot Camps (see www.C5T.com/PMP for published schedule). This is especially helpful for end-of-year funds that become available or for beginning year budget planning.

How do I pay for the course?

We accept all major credit cards and checks. We also accept payment via government purchase cards, and the Air Force Credentialing Opportunities On-Line program (AF COOL). You can call us or stop by to make your payment. Please understand that we cannot guarantee your seat until we receive your payment.

Are you covered by the VA?

No. Unfortunately, training courses such as ours fall under the exam preparation exclusion and are therefore ineligible for VA funding (though the cost of the exam would likely be covered).

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How large are the Boot Camps?

For one instructor, we limit class size to no more than 12 people (to ensure best instructor to student ratio). For larger classes, we add additional instructors.

How can I get a digital copy of the PMBOK® Guide?

If you are a PMI® member you can download a free copy by logging into www.PMI.org. Select "PMBOK® Guide & Standards" on the top ribbon, then click the sub-menu item titled "Learn more about A Guide to the Project Management Body of Knowledge (PMBOK® Guide) - Sixth Edition." Scroll to the bottom of that page where you can download a copy of the *PMBOK® Guide* in .pdf version. Note that the guide is password protected using your PMI login password.

Where can I find the C5T PMP® Boot Camp dates?

All class dates and other important information can be found at www.C5T.com/PMP.

Where is the class located?

Our regularly scheduled classes are located at C5T Corporation's headquarters located just outside Scott Air Force Base, Illinois. Our address is: 703 Siebert Rd, Suite 4, Scott AFB, IL 62225. Note that our postal address says Scott AFB, but, we are actually located just outside the base.

Due to the current pandemic we have transitioned to a virtual course offering via the Microsoft Teams application. Our virtual course provides a live instructor and as our classes are comparatively small we expect everyone to have camera's on and microphones open so it is truly an interactive experience.

Virtual Course-specific Technical Requirements

Hardware:

For this course, students will need complete systems to access your virtual classroom if you are presenting remotely. They will need Microsoft Office applications to access the sample documents and templates. Each computer will need the following general hardware configurations:

- 1 gigahertz (GHz) 64-bit (x64) processor.
- 2 gigabytes (GB) of Random Access Memory (RAM).
- 32 GB available storage space.
- Monitor capable of a screen resolution of at least 1,024 × 768 pixels, at least a 256-color display, and a video adapter with at least 4 MB of memory.
- Keyboard and mouse or a compatible pointing device.
- Internet access (contact your local network administrator).

Software:

- Microsoft® Office (which provides the Microsoft Office apps)
- Microsoft® Windows®

DELIVERING CAPABILITY

What materials are included with this course?

C5T provides the following materials along with other study aids given out during the class.

Course materials include:

- Pre-Course Study Plan (e-mailed to you prior to class start after class payment received)
- Custom PMI Study Guide and course materials

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- Constantly updated coursework with the latest information and tools
- Emphasis on exam requirements and practical approaches
- A review of how to complete the PMI® online exam application
- Class certificate. Proof of 35 Contact Hours completed (needed to qualify for the exam)
- A mock test with sample questions to check your study progress
- Several C5T Custom-made Practical Application and Exam Preparation exercises
- Post-Boot Camp Test Preparation Study Plan
- PMP® Exam Application Worksheet
- Light snacks and drinks provided (in person classes only)
- Wireless WiFi w/Guest Log In (in person classes only)

What reading should I do prior to class?

We will email you our Pre-Course Study Plan no later than 2 weeks prior to Day 1 of the Boot Camp. You will need both the PMI Authorized Exam Prep Guide and the PMBOK® to complete this “homework.” Keep in mind that the PMBOK® is “the standard” for the test, but, the test covers much more than the PMBOK and the certifying exam has questions that require interpretation and application of the PMBOK Guide.

Where is the exam given?

PMI is now using Pearson Vue to Schedule in person and on-line certification exams

- In person testing: <https://home.pearsonvue.com/pmi>

Due to Covid-19 be aware testing centers and test availability is limited

Testing centers require the wearing of masks and tests may be cancelled with little notice

- On-Line Testing: <https://home.pearsonvue.com/pmi/onvue>

Here’s what you can expect when you take your online proctored exam:

You’ll take photos of your government-issued ID and your testing environment, as well as a headshot

Your photos will be reviewed and your exam will be queued up. Most candidates will start their exam within 15 minutes of their appointment time.

If your pictures don’t pass review, you’ll be joined by a greeter as soon as possible to help you troubleshoot.

You’ll be monitored by a VUE-certified proctor via webcam and microphone throughout your test to ensure the integrity and security of your exam experience.

Should I sign up or schedule my exam, prior to the class?

You can, but, we recommend you complete our Boot Camp first since you will need to have completed 35 contact hours (PDUs) to qualify to sit for the exam. On the last day of our Boot Camp, we will provide you with a certificate attesting that you have successfully completed those 35 hours that you can submit to PMI if you are audited. There are other requirements to qualify to take the certifying exam that we will cover during our Boot Camp. During our course, we will step through the application process and answer any questions you may have.

How do I sign up for the certifying exam once I have completed the Boot Camp?

Signing up for the test is a process. We will cover this during our Boot Camp. Additional information can be obtained at www.PMI.org.

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How do I know if I have enough experience to take the exam?

We will discuss this during our Boot Camp. You'd be surprised to know how much of your professional and personal life accomplishments help make you qualified to take the exam. You will document your experience during your online application. You will list projects you have worked on within the last 8 years along with a reference person. Your job title does not have to be "project manager" but you will need to show a defined start and end along with demonstrating where you led/directed project activities.

What happens if I get audited?

Getting through an audit may be scary but it shouldn't be nor is it very difficult. After submitting the application, you will know whether you have selected for an audit or not. If you are not selected for an audit, you will be asked for payment and then schedule the exam.

If you're selected for an audit, the PMI will send you an email with detailed instructions on how to proceed. You have to follow the instructions given in the email. For example, you may be asked

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to document your PDU contact hours (use the certificate we provide) and have your references listed in your application verify that your work experience is correct (they will complete a simple form, sign it and send it to PMI). Since the reference person can be anyone who was working with you on the projects, we recommend listing references with whom you are still in contact and will respond quickly (where possible). Most people easily complete their part of the process within a week.

Once the PMI receives the documents, they will review them within one week and then you will receive the audit result. Please note you will have 90 days to complete the audit process. Moreover, your eligibility period will start the day your audit is completed. So don't worry about your eligibility period. You will have a full year to pass the exam whether you are selected for an audit or not.

How soon after the Boot Camp should I take the exam?

After you complete our Boot Camp we will send you a post-course study plan that is based on 30 study periods. Our experience shows that if you follow this plan in a disciplined and dedicated manner that you have a very high likelihood of passing the first time. So, the quickest we recommend you take the exam is no earlier than 30 days after our Boot Camp. If you need to accelerate this, you can complete the 30 study periods in less days but will require more study time per day.

What if I don't pass the certifying exam the first time?

If you do not pass the PMP® exam the first time, or if you want to take a refresher course, you may attend one of our regularly scheduled Boot Camps at C5T for up to one year from your original Boot Camp completion date. Attendance subject to classroom availability. A fixed-fee of \$200 is required to pay for course materials, new study guides (updated before each class) and incidentals.

What happens if I sign up and pay for the course but then need to cancel?

If you register and pay for a course and then withdraw one week (7 calendar days) or more before the start date of the course, a full refund of the course fee less a cancellation fee of \$200 will be made. If you have already taken possession of the PMBOK® and PMP® Exam Prep books (which we highly recommend you do at least 2 weeks before you take the course), you may keep those books. If you cancel the class (except when on military orders) less than one week before the start date of the Boot Camp, no refund will be made.

What is the latest date I can sign up for the Boot Camp?

Subject to seating capacity, you can sign up until the day before class begins, but, we highly recommend you sign up and pay at least 2 weeks prior. That way you will have time to review our pre-course study assignment and become familiar with the material before your first day of class.

Will you ever cancel a regularly scheduled course?

C5T has a pool of fully vetted and qualified instructors to teach our Boot Camp. While we cannot control all variables, it is our intent to never cancel a scheduled course once it has been posted to our website (www.C5T.com/PMP) even if we only have 1 person attending. To date (over 4 years), we have never canceled a course.