idc Institute for Diversity Certification™

2017 DIVERSITY CERTIFICATION PROGRAM COMPARISON & FEE SCHEDULE

Item	Certified Diversity Professional (CDP)™	Certified Diversity Executive (CDE)™
Overview	The CDP program prepares candidates for success when executing day-to-day diversity and inclusion tasks in the workplace. The CDP is designed to advance inclusion for organizations in the formative stages of equity and diversity work.	The CDE program enables candidates to innovatively and strategically lead large-scale or complex equity, diversity and inclusion efforts in the workplace. Beyond representation, the CDE advances the concept of diversity of thought.
Requirements	• At least two years of experience* • A passing score of at least 80% on the CDP exam • Completion of a Candidate Project	• At least five years of progressive experience* • A current leadership role • A passing score of at least 80% on the CDE exam • Completion of a Candidate Project
Competencies	**Program Specific Competencies**	
	• The Role of a Diversity Practitioner • Diversity Recruiting & Retention • Reinventing Diversity Training • Handling Difficult Conversations • Immigrant Groups in the Workplace • Empowering Women in the Workplace • Generational Intelligence • Designing Programs for Veterans • Religion in the Workplace • LGBT Employment Issues • Employee Resource Groups & Diversity Councils • Disability & Special Needs Accommodations	• Personal Awareness & Authentic Leadership • Strategically Partnering Across Disciplines • Unconscious Bias • Boardroom Diversity • Supplier Diversity • Race, Power & Privilege • Emerging Markets • Connecting Demographic Shifts to Organizational Strategy • Innovation Through D&I • Executive Commitment & Sponsorship • Impediments to Inclusion & Cultural Change • Exploring the Future of Work
	Shared Competencies	
	• The Business Case for Diversity & Inclusion • EEO Laws in the U.S. & Abroad • Harassment Around the World • Measuring the Impact of Diversity & Inclusion	
How to Study for the Exam	• 300+ page CDP Study Guide (self-study) • Live 3-Day Prep Course in a Classroom • 8-week Online Prep Course	• 300+ page CDE Study Guide (self-study) • Live 3-Day Prep Course in a Classroom • 8-week Online Prep Course
When to Take the Test	Year-round exam scheduling; testing may commence as soon as 90 days after application submission	
Number of Testing Centers	600+ exam centers throughout the world	
Average Testing Time (2015)	1 hour and 24 minutes	1 hour and 20 minutes
Passing Percentage (2015)	69.2%	65.6%
Candidate Project *(Due by exam day)*	Diversity Climate Analysis or Diversity Plan	Diversity Evaluation or Diversity-Related Research
Recertification	$50 **and** Retest <u>or</u> accrue 60 continuing education credits every three (3) years	

Cost	NON-MEMBER: **CDP**	MEMBER: **CDP**	GROUP: **CDP**	NON-MEMBER: **CDE**	MEMBER: **CDE**	GROUP: **CDE**
Classroom: Book, Prep Course, Exam	$3,699	$2,959	$2,590	$4,599	$3,679	$3,220
Online: Book, Prep Course, Exam	$2,999	$2,399	$2,100	$3,624	$2,899	$2,537
Self-Study: Book & Exam Only	$1,424	$1,139	$ 997	$1,774	$1,419	$1,242
Book Only	$ 949	$ 759	$ 665	$1,149	$ 919	$ 805
Exam Only	$ 525	$ 420	$ 368	$ 625	$ 500	$ 438

Other Fees	Retest fee: $368 to $625, Returned Checks: $35, Exam Cancellation Fee (within 48 hrs of test): $350, Exam Reschedule/Change Fee: $350, Withdrawal with refund: $500 (if within 14 days of registration; substitutions permitted)
How to Register	Apply Online at www.diversitycertification.org

*** Experience** can be defined as work in the field of diversity, human resources, or in management, legal, multi-cultural marketing and communications, sales, organizational development, recruiting, training, strategic planning, consulting, supplier diversity, overseeing Affirmative Action/Equal Opportunity programs, or coordinating other diversity initiatives. Serving on a Diversity Council or Employee Resource Group also counts as experience. (V110716)*

The Advantages of CDP or CDE Credentials from
The Institute for Diversity Certification (IDC)™

In today's knowledge economy, *everyone wins with certification!* In fact, all of the people who interact with your organization, whether internal or external, will experience the benefits from technical, specialized expertise in equity, diversity and inclusion. In fact, one of the major findings from our latest designee success survey is that 100% of respondents reported, "I feel more productive and effective" after completing the Institute for Diversity Certification (IDC)™ credentialing program.

More than 90% of the Institute for Diversity Certification's CDP and CDE candidates get their employers to pay for the credentials. There are 5 important reasons why employers invest in the future of Diversity and Inclusion (D&I) work with Certified Diversity Professional (CDP)™ and Certified Diversity Executive (CDE)™ credentials. Both programs are:

1. **Best-In-Class**: The Institute for Diversity Certification's credentialing program has been accredited by the State of Indiana and is in the process of obtaining accreditation from the National Commission for Certifying Agencies (NCCA) Institute for Credentialing Excellence. Accreditation is retroactive and we will be the *only* accredited Diversity and Inclusion certification program in the world. Our credentials are internationally recognized and we have hundreds of designees representing every industry. From a benchmarking perspective, you can compare your D&I efforts and results to others in your industry, as well as learn best-in-practice techniques.

2. **Interactive & Facilitated by Expert Instructors:** Unlike some programs where instructors deliver theories because they have never done this work professionally, our online courses are led by real practitioners from the corporate, government, nonprofit and education sectors. These talented facilitators make themselves available to answer questions, solve problems, and share tried-and-true "how-to" information. Therefore, candidates may engage with, and listen to, different perspectives and techniques being used by peers around the world.

3. **Designed to Provide an Immediate Benefit:** CDP and CDE candidates learn how to immediately solve real-world, complex issues and apply the latest inclusion strategies on the job. All candidates are required to develop a Candidate Project, or a professional work, that is usable on-the-job. The Candidate Project is peer reviewed by our instructors who already have credentials and work in the field on a daily basis. Additionally, our 350-page study guide is designed to serve as a resource book after candidates obtain credentials. We also offer plenty of opportunities to acquire continuing education credits to keep skills up-to-date!

4. **Time- and Money-Saving Solutions**: Don't waste invaluable resources building initiatives around terminology, strategies and laws from two decades ago! And stop trying to "figure things out" or experiment with strategies that may or may not produce intended outcomes. Instead, save time and money by cultivating your employees' abilities to think strategically, work across teams, and grow leadership and communication skills with diversity and inclusion certification. Get the outcomes that you want quicker and better. And, get *real* D&I credentials for an affordable price.

5. **Flexible Scheduling:** Our program is designed for adult learners with robust schedules. Busy professionals can get up to speed quickly with our self-study, online and classroom-based preparation options. We also have more than 600 testing centers-- allowing candidates to participate from anywhere in the world!

Enroll in the CDP or CDE programs today at **www.diversitycertification.org**.