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# The Journey to Becoming a Certified Climate Change Professional<sup>®</sup> (CC-P<sup>®</sup>) through the CC-P<sup>®</sup> Candidate Pilot Program

<https://climateofficers.org/ccp-candidate>

*Updated April 2021*

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*Learn. Collaborate. Advance.*



**ACCO**  
ASSOCIATION OF CLIMATE CHANGE OFFICERS

# About the CC-P<sup>®</sup> Credential

The Certified Climate Change Professional<sup>®</sup> (CC-P<sup>®</sup>) is the credential reflecting:

- Fundamental understanding of climate change science and greenhouse gas management
- Principles of organizational change, policymaking, ethics, liability and professionalism
- Climate risk management and strategic planning

Available for practitioners across all sectors and professional functions.

Serves as a stepping stone to the CC-O<sup>®</sup> credential, which will be developed in 2022.

*The CC-P<sup>®</sup> credential is a valuable asset that will distinguish you in the job marketplace and enhance your credibility as a leader in climate preparedness and action initiatives.*



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# About the CC-P<sup>®</sup> Candidate Program

The CC-P<sup>®</sup> Candidate is the perfect stepping stone to becoming a future Certified Climate Change Professional<sup>®</sup> (CC-P<sup>®</sup>).

This program is designed for:

- Professionals transitioning to a career in climate change who do not currently satisfy the experience requirements of the CC-P<sup>®</sup>
- Young professionals and students looking to get a climate change position or job

## *CC-P<sup>®</sup> Experience Requirements*

**Masters or post-graduate degree:**

2+ years related experience

**Four-year degree:**

4+ years related experience

**Secondary (high school) degree:**

7+ years related experience



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# Entering the CC-P<sup>®</sup> Candidate Program

Entering the program is simple:

1. Enroll in the CC-P<sup>®</sup> Candidate program
2. Study for and pass the [CC-P Candidate<sup>®</sup> Entrance Exam](#)
3. Sign and submit the Code of Ethics and Professional Standards of Conduct

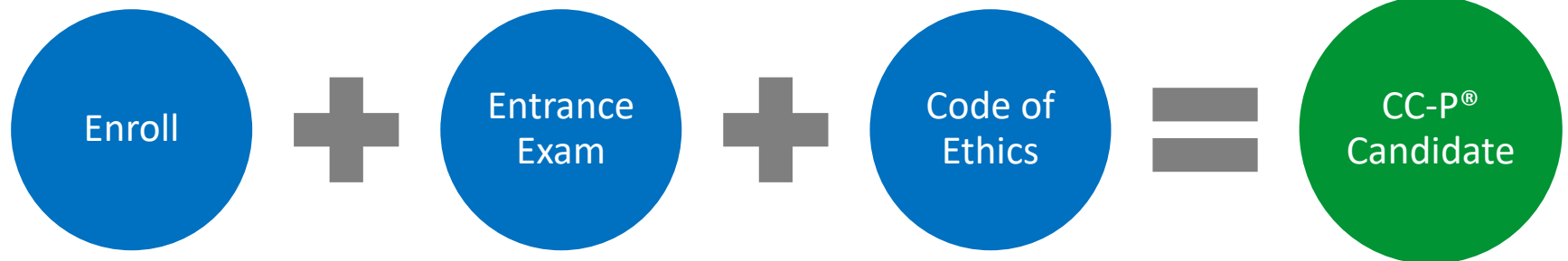
## Entrance Fee

If self-studying through on-demand videos:

**\$100**

If participating in live online training program:

**\$200**



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# Maintaining Good Status as a CC-P® Candidate

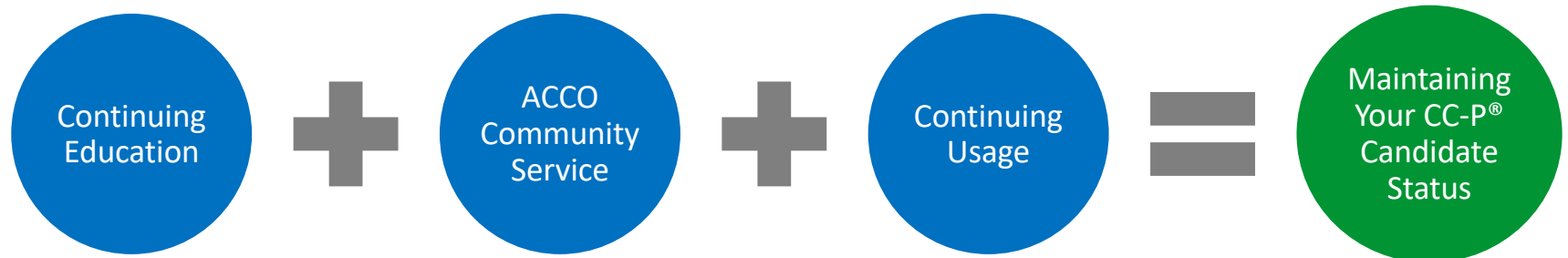
Maintaining good status as a CC-P® Candidate requires the following on an annual basis:

- 12 hours of continuing education
- 12 hours of ACCO community service  
*(e.g. participating in working groups, conducting research, organizing events, etc.)*
- 16 hours of continuing usage  
*(e.g. research, publication, community groups, etc.)*

**Maintaining  
Membership in ACCO**

Special CC-P® Candidate  
annual member rate:

**\$75**



*Note: The maintenance period begins when the participant is recognized by ACCO as a CC-P® Candidate. Membership renewal is automatically recurring and begins 6 months after enrollment.*



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# CC-P<sup>®</sup> Candidate Expiration

CC-P<sup>®</sup> Candidates have a fixed period of time to complete the CC-P<sup>®</sup> certification based upon their level of education at the time they enter the program:

## *Students*

**Undergraduate students**  
*(bachelor's programs)*

5 years

**Graduate students**  
*(masters, JD & PhD programs)*

3 years

## *Graduates & Professionals*

**Bachelor's degree holders**

4.5 years

**Graduate degree holders**

2.5 years



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# Becoming a CC-P<sup>®</sup> Professional

Completing the CC-P<sup>®</sup> Candidate program requires the following steps:

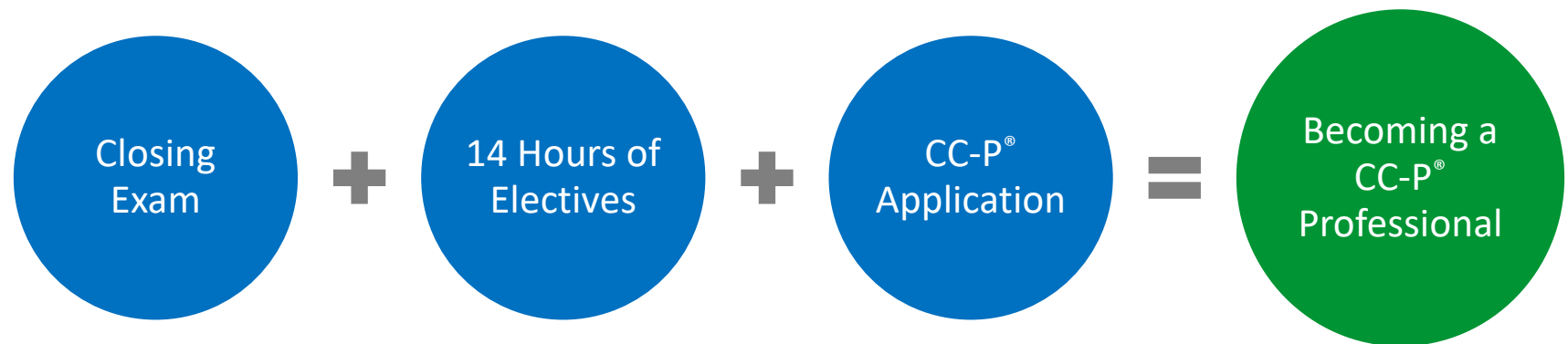
- Studying for and passing the CC-P<sup>®</sup> Candidate Closing Exam
- Participating in 14 hours of electives (following the CC-P Elective Guidelines)
- Submitting the CC-P<sup>®</sup> Application

## Closing Fees

Final application fee:

**\$245**

*(fee is paid after passing the Closing Exam when submitting the CC-P<sup>®</sup> application)*



*Note: The Closing Exam and electives must be completed within 4 months of the submission of the CC-P<sup>®</sup> application.*



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# CC-P<sup>®</sup> Candidate Exams vs. CC-P<sup>®</sup> Exams

<b>CC-P<sup>®</sup> Exam #1</b> <i>Climate Science &amp; Vulnerability Assessment</i>	<b>CC-P<sup>®</sup> Exam #2</b> <i>GHG, Energy &amp; Water Management</i>	<b>CC-P<sup>®</sup> Exam #3</b> <i>Governance, Law &amp; Policy</i>	<b>CC-P<sup>®</sup> Exam #4</b> <i>Risk Management &amp; Economic Implications</i>
<p>Assesses your understanding of climate science and the capacity to conduct vulnerability assessments and inform organizational or regional decision making with critical resources.</p>	<p>Examines your grasp of greenhouse gas (GHG) accounting, related reporting, and the role of GHG and natural resource management in an organization's operations.</p>	<p>Tests your comprehension of fundamentals of organizational change and stakeholder engagement best practices, as well as the current international and North American climate policy landscapes.</p>	<p>Evaluates your understanding of materiality considerations and capacity to implement climate risk management practices. Additionally, gauges your awareness of the economic implications of climate change and ability to account for opportunities and risks.</p>



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# CC-P<sup>®</sup> Candidate Exams vs. CC-P<sup>®</sup> Exams

Overall, the Candidate exams cover the same content as the CC-P exams, but changes the timing requirement. Assigning the foundational content to the front end of your enrollment, and the management skills to the completion of the program.

CC-P <sup>®</sup> Candidate Entrance Exam		
<i>Climate Science &amp; Vulnerability Assessment</i>	<i>GHG, Energy &amp; Water Management</i>	<i>Policy &amp; Ethics</i>
Assesses your understanding of climate science and the capacity to conduct vulnerability assessments and inform organizational or regional decision making with critical resources.	Examines your grasp of greenhouse gas (GHG) accounting, related reporting, and the role of GHG and natural resource management in an organization's operations.	Tests your knowledge of the the current international and domestic climate policy landscapes and policymaking tools, and your comprehension of ethics, liability and professionalism.



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### CC-P<sup>®</sup> Candidate Closing Exam

#### *Governance*

Tests your grasp of the fundamentals of organizational change and stakeholder engagement best practices.

#### *Materiality, Risk Management & Economic Implications*

Evaluates your understanding of materiality considerations and capacity to implement climate risk management practices. Additionally, gauges your awareness of the economic implications of climate change and ability to account for opportunities and risks.



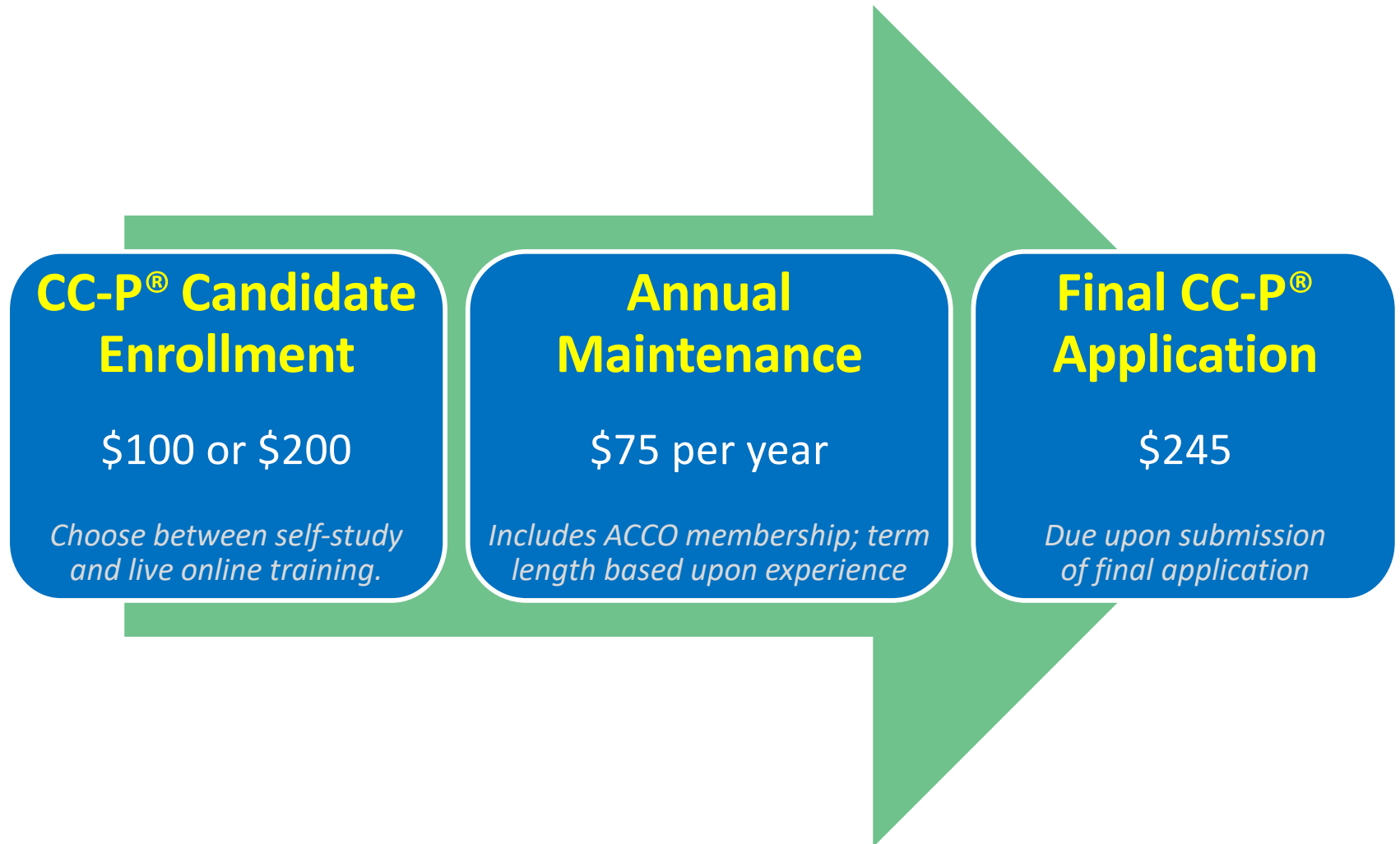
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# How the Program Fees are Structured



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# Why Enroll in the CC-P<sup>®</sup> Candidate Program?



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