



# Certified Associate in Project Management (CAPM) Course Frequently Asked Questions (FAQ's)

## **What will I learn?**

This course has the primary purpose to prepare you to sit for the Certified Associate in Project Management Examination offered through the Project Management Institute (PMI). This course walks students through the knowledge groups and processes with strategies to pass the examination.

## **How many credit hours is this course?**

1 semester hour

## **What is the grading schema?**

All students must make 80% overall to pass the course. This percent was chosen as it aligns with the approximate score you will need on the certification exam to be successful. Professional MBA students will receive a Pass/Fail in the course based on points at the conclusion of the course.

## **What is the process for certification and by whom?**

Students who have passed the course will need to apply through PMI to sit for the CAPM. Passage of this course will result in a certificate of completion and cover the required hours needed to sit for the examination. This certificate will be submitted with your PMI application. The course instructor can advise on this process as needed. Professional MBA students have an option via Rawls College to have the fee covered.

## **What can I expect as far as workload over the semester?**

The course includes required reading for each module, quizzes, assignments, and a final examination.

## **Will this course teach me how to become a project manager?**

The length of the course and its purpose are to teach you the standards of project management as per the Project Management Body of Knowledge (PMBok). While you will receive nuggets from the instructor on project management, it will not teach you the granular day-to-day duties of a project manager.

## **Are there any live sessions?**

There are no scheduled live sessions. The course instructor opts to host optional study sessions as requested by the class or at his discretion.

## **To what degree does the course prepare me for certification?**

Passing this course will get you to a basic readiness for certification examination. You should plan to revisit and study a bit more before you actually sit for the examination.

## **What materials does the course use?**

The course is taught based on the principles of the PMBoK guide. You may decide to purchase it on your own but the instructor has streamlined what you need to focus on for certification examination.