**Certification Process**

Minimum requirements for application can be found in the [SAWE Certification Levels](https://www.sawe.org/training/certification-levels/).

**Associate Mass Properties Engineer (AMPE)**

* You may complete the application on page 3 and copy and paste it into the [online application form.](https://www.sawe.org/training/mpe-certification-application-online/) Upload your degree if necessary.
* We will review it for completeness and confirm your experiences. The SAWE Certification - Application Review Team will reach out to the Reference Contacts to validate your experience.
* You will receive confirmation that you qualify, a request for further information, or your need for more experience.
* You will pay the [application fee](https://www.sawe.org/training/product/associate-mass-properties-engineer-ampe-application-fee/) on the SAWE.org website.
* You will receive confirmation that you are a candidate.
* Meanwhile you should prepare for the exam. It is advisable that you review the [Certification Exam Generation Kit](https://www.sawe.org/training/references/).
* You may apply as mentee in the [SAWE Mentoring Program](https://www.sawe.org/training/mentoring/).
* The SAWE has developed and is offering unique and valuable [Mass Properties Training](https://www.sawe.org/training/references/) classes.
* When you are ready to take the exam:
	1. You notify the SAWE Certification – Application Review Team ([cmpe@sawe.org](cmpe%40sawe.org)).
	2. You pay the [exam fee](https://www.sawe.org/training/product/associate-mass-properties-engineer-ampe-exam-fee/) on the SAWE.org website.
* THE SAWE Certification – Application Review Team will inform you about the next available exam.
* You take the exam.
* You will be advised whether you pass and receive a certificate. You can retake the exam for an additional fee.
* If you have questions about the Certification Process, please contact CMPE@sawe.org.

**Professional Mass Properties Engineer (PMPE) and Expert Mass Properties Engineer (EMPE) – 2022 and 2023**

* Make sure you include your additional experience, and project on the application as **AMPE**.
* List Technical Papers, Committees, standards committees that you have worked on.
* Name of the AMPE, PMPE or EMPE that you have mentored.

**Professional Mass Properties Engineer (PMPE) and Expert Mass Properties Engineer (EMPE) – 2024 and on**

* The steps described for the AMPE-application are applicable. Do not pay the application fee.
* Make sure you include your additional experience, and project on the application.
* List Technical Papers, Committees, standards committees that you have worked on.
* Name the AMPE/PMPE(s) that you have mentored.
* Review all the industry related textbooks, Recommended Practices, and technical papers from SAWE.
* As an EMPE you are expected to be All KNOWING, review government regulations, industry standards, international standards and related industry technical papers.

**General**

* Remark: Exams may be taken with delayed payments. In such cases the certificate will be presented only after the full payment has been received. The validity of the certificate will begin with the date of the exam. Please contact cmpe@sawe.org beforehand.

**Instructions:** *replace the blue text with information, copy and paste to online form*

Requirements by certification level and fee structure are found on the Certification webpage.

**Basic Information**

Name: *first last*

SAWE membership number: (*found under members only)* [*https://www.sawe.org/user/356/edit/Member\_Profile*](https://www.sawe.org/user/356/edit/Member_Profile)

Contact information:. *email, postal address, phone, time zone*

**Experience & References,**

Fill in the table below, extend the table as needed.

|  |  |  |
| --- | --- | --- |
| **Experience Description**Dates, duration, project phase | **Company Name,** Dept & Location | **Reference Contacts** to validate the experiencename, email & phone |
| *Project Minimum* |  |  |
| *Project Optional* |  |  |
| *Project Optional* |  |  |
| *Mass Properties related training (internal or external to employer)* |  |  |
| *Active Committee Member on a technical or Standards committee* |  |  |
| *Authored or coauthored technical papers or industry standards submitted to SAWE or other organizations* |  |  |
| *List can be extended* |  |  |

The SAWE Certification - Application Review Team will reach out to the Reference Contacts to validate your experience.

**Education** (only mandatory if your experience is less than 5 years. Must be a Science, Technology Engineering or Math, 4 year college degree. List all degrees

Degree Type Bachelor of Science or Engineering

Degree title *mathematics, or engineering technology or aerospace.*

When awarded: *Year month.*

Awarded by: *Name of institution, address, email of registrar. To be used to validate the degree.*

Other Info: *You may enter additional information.*

Please upload your degree, and other documents, to the online form.