

Certified Energy Manager (CEM) In-House Application

[Log Out](#)

Fields in **bold** and with a ***** are required.

Certified Energy Manager (CEM) Application

CEM Online Application In-House

Version No.: 1.1 (Supersedes: 1.0), effective November 8, 2022

Approved by Crystal Xiong on 11/8/2022

Note: Please read the [Candidate Handbook](#) prior to completing the CEM application. The following information is to be filled out completely as possible. It is important that the AEE Certification Board has all complete and pertinent data for evaluation. As of January 1, 2020, supporting documentation for education and experience is no longer required. However, applicants will be required to send supporting documentation if his/her application is selected for a random audit. A specified percentage of applications are randomly selected for audit.

This application does not automatically register you for the required training seminar. To view training options and register, please visit www.aeecenter.org/CEM/training.

Special arrangements may be provided to candidates with a disability (as defined by Title III of the Americans with Disabilities Act) who submit their certification application, a written explanation of their needs along with appropriate medical documentation. An ADA request form is available on the CEM website by [clicking here](#).

PERSONAL DATA

Note: The address shown below is the primary mailing address on file for which correspondences and certificates will be mailed. To add to or edit your contact information, please go to your profile at www.aeecenter.org/login.

Contact Information	
Prefix:	=== ▾
Name: *	<input type="text"/>
Job Title:	<input type="text"/>
Company:	<input type="text"/>
Address: *	<input type="text"/>
City, State, Zip: *	<input type="text"/> === ▾ <input type="text"/>
Phone: *	<input type="text"/>
Fax:	<input type="text"/>
Email: *	<input type="text"/>

Update Contact Information?

Selecting "Yes" will automatically update the following contact information on file to match the information you have entered on this form: Company Name, Address, Primary Address, Primary Phone Number, Fax Number and Email Address.

No Yes

In-House Exam *

List in-house exam date and location:

Seminar *

List seminar date and location registered for:

Select Your Qualifying Status *

EDUCATION

List in chronological order the name and location of each college or university from which you have earned a degree.

Institution 1:

List the name, location, years attended, date graduated, degree received and field in which the degree was issued.

Institution 2:

List the name, location, years attended, date graduated, degree received and field in which the degree was issued.

Institution 3:

List the name, location, years attended, date graduated, degree received and field in which the degree was issued.

PROFESSIONAL REGISTRATION

I am a Professional Engineer:

- Yes
 No

I am a Registered Architect:

- Yes
 No

Professional Registration

If you answered yes to any of the above, please list the state, registration number and expiration date for your registration(s).

Have any states revoked or suspended your registration?

- Yes
 No

If yes, please explain:

EXPERIENCE

Complete the following in chronological order, listing the most recent employment first. Include description of job functions held for those periods of employment, which qualify you for specific category of certification as applied for. If experience is self-employment, please indicate in description field

Employer1 Date *

List the start date to end date in mm/yy format. List current for end date if still employed.

Employer1 Description *

List title of position and concise statement of energy-related work performed.

Employer2 Name

List the employer's name and address.

Employer2 Date

List the start date to end date in mm/yy format. List current for end date if still employed.

Employer2 Description

List title of position and concise statement of energy-related work performed.

Employer3 Name

List the employer's name and address.

Employer3 Date

List the start date to end date in mm/yy format. List current for end date if still employed.

Employer3 Description

List title of position and concise statement of energy-related work performed.

Employer4 Name

List the employer's name and address.

Employer4 Date

List the start date to end date in mm/yy format. List current for end date if still employed.

Employer4 Description

List title of position and concise statement of energy-related work performed.

AFFIDAVIT

I agree to comply with the certification requirements included in the [Candidate Handbook](#) and to supply any information needed for the assessment.

I having completed the aforementioned to the best of my ability, do hereby apply for AEE Certified Energy Manager Certification and wish to take the CEM Examination.

I hereby agree (a) to be bound by terms and provisions of the Certificate of Incorporation of the Association of Energy Engineers, its by-laws and such other regulation as may from time to time be in force, so far as they may affect me; (b) to indemnify and hold harmless each and all of your members, Board of Directors, Certification Board, officers, instructors, examiners and agents from and against any liability whatsoever in respect to any act or omission by you or them or any of them in connection with this application, the examination, the grades given upon such examination, and/or the granting or issuance of or failure to grant or issue a certificate to me; (c) to not use the certification or certificate in such a manner to bring the certification body into disrepute and to not make misleading or unauthorized statements regarding certification; (d) that any prescribed fee paid by me is not refundable; (d) that any certificate granted or issued me shall remain the property of the Association; (e) to comply with the relevant provisions of the certification scheme; and (f) to discontinue the use of all claims to certification that contain any reference to the Association of Energy Engineers upon suspension or withdrawal of certification and to return any certificates issued by AEE. I certify that all the information contained in this application is correct to the best of my knowledge.

I further pledge myself hereby to the highest ethical standards in the practice of energy engineering/management and hereby agree to abide by the Code of Ethics for Certified Energy Managers (www.aeecenter.org/CEMCodeOfEthics). I agree to make claims only to Certified Energy Manager certification and nothing outside its scope.

I have read the affidavit and agree to all terms set forth. *

Yes
