



Real Estate Institute of Canada  
Institut canadien de l'immeuble

# **IREM<sup>®</sup> CPM<sup>®</sup> (Certified Property Manager<sup>®</sup>) Certification Examination**

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## **Preparation and Exam Information**



## **Introduction to the CPM® Certification Exam**

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One of the keyways the integrity of the IREM® (Institute of Real Estate Management) CPM® (Certified Property Manager®) designation is maintained is through the examination process. The CPM certification exam is one of the principal tools used to validate the competency of those who are seeking the CPM designation. To become a CPM, an individual must pass the CPM certification exam, in addition to meeting other requirements.

The certification exam measures the knowledge required to competently perform functions IREM uses to define a professional real estate manager. The certification exam recognizes the importance of your own professional experience as well as what is learned from courses. It also recognizes that the knowledge needed to perform as a professional real estate manager can come from a variety of educational experiences, including REIC courses, college classes, and seminars taught by other organizations. You bring to the exam a wealth of knowledge from several different resources.

## **Exam Administration**

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Here is all you need to know about taking the exam and receiving your grade. Be sure to follow these instructions carefully to assure that you earn proper credit for taking the CPM certification exam.

### **Taking the Exam**

The CPM certification exam is comprised of 150 multiple-choice questions covering marketing and leasing, maintenance and operations, legal and risk management, finance and asset management.

The exam is administered online with a live online proctor (LOP) through ProctorU. You must already be registered with REIC in order to schedule your exam with the live online proctor. Upon receipt of your registration, you will receive additional information on how to schedule your exam with a live online proctor.

You have thirty (30) days to take the exam from the registration date. When you register, you'll receive access to a wealth of resources, including the CPM Exam Prep Tutorial. This tutorial reviews all major concepts and includes sample test questions to help you gauge your readiness.



You will have a maximum of four hours to complete the exam. The proctor will let you know when you have approximately 30 minutes remaining so that you can begin to wrap up. No additional time will be allowed.

The exam is open book, which means you may reference any of your REIC's CPM course materials during the exam.

## **Exam Results**

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You will receive your exam results within 24 hours following your certification exam submission. Please do not call for results, as no grades are given over the phone under any circumstances.

### **Passing the Exam**

You must receive an overall passing score of at least 70% or higher in order to pass the exam. If you earn a 70% or higher score, a passing grade will be posted to your student records.

### **Failing the Exam**

In the unfortunate event that you take the exam and fail it by receiving less than a 70% score, you will have the opportunity to retake the exam. To take the alternate exam, you would need to register again and pay the exam fee. There is no limit to the number of times you may retake an alternate exam.

For more information about the exam, please contact REIC at [education@reic.com](mailto:education@reic.com)