

STEPS TO BEAC CERTIFICATION

Step 1: Determine which BEAC certification is right for you by reviewing the [qualification criteria](#):

- Environmental Compliance
- Health & Safety
- Management System
- Responsible Care®

Step 2: Submit an [application](#) with payment. This step starts a five-year window for you to complete the requirements. BEAC will send you a welcome packet, which includes a cover letter, receipt, forms, and a CD containing the following:

- the BEAC *Performance and Practice* **STANDARDS** for the Professional Practice of Environmental, Health & Safety Auditing
- Competency Framework for EHS Auditors
- Exam Study Guide
- Work Experience form in Word® format
- Formal Training Record form in Word® format
- Audit Experience Form in Word® format
- Applicant Acknowledgement Form in Word® format

Step 3: Arrange for a transcript of your highest educational degree to be sent to BEAC directly from the awarding institution.

Step 4: Submit an [exam registration](#) with payment. This step starts a one-year window for you to schedule your online exam appointments. You do NOT need to have all of the experience and training forms submitted in order to take the exam.

Once you have submitted all of the required documentation and successfully passed the BEAC exam, your application will be sent to the BEAC Certification Committee for their review and recommendation to the BEAC Board of Directors.

Step 5: Pay an [annual fee](#), required whether you are an applicant or CPEA. The fee is due on the anniversary of your first application, and is the same amount no matter how many BEAC certifications you hold.

Step 6: Once you are certified, maintain your certification by completing at least 40 hours of training every two years, and submitting a biennial [Continuing Professional Development](#) report.