



REGISTRATION GUIDE

EVO® Training and CMVP® Exam in Australia

Registration types

1. Full Registration – EVO Training & CMVP Exam

If you wish to become a CMVP, you will need to undertake both the EVO Training and the CMVP Exam. Completing the training and passing the exam is required to be awarded the CMVP designation by the Association of Energy Engineers (AEE) – the certifying body for the CMVP program. However you must also meet the CMVP eligibility requirements for qualifications and experience:

Qualification	Required verified experience (in energy, or building or facility management or measurement and verification)
A four-year degree from an accredited university or college in science, engineering, architecture, business, law, finance, or related field.	3 or more years
Registered Professional Engineer (PE) or Registered Architect (RA)	3 or more years
4-year non-technical degree from an accredited college or university in a field not specified above	5 or more years
2-year technical degree	5 or more years
No relevant qualification	10 or more years
Certified Energy Manager (CEM®)	Current CEM status given by AEE® satisfies the experience requirements to be awarded the CMVP designation.

Experience must be in energy or building or facility management, or measurement and verification. The eligibility of your qualifications and experience is assessed based on a separate CMVP Application form, which you are required to fill out should you wish to sit the CMVP Exam. Your CMVP Application will be reviewed by a three-person CMVP Board. If you complete the training, pass the exam and are judged to meet the CMVP eligibility criteria, you will be awarded the CMVP designation. If you complete the training, pass the exam but are found not to meet the CMVP eligibility criteria, you will be awarded the designation CMVP-IT (In Training). When CMVP-ITs have gained the necessary qualifications or experience, they may apply for the full CMVP title. CMVP-ITs have six years to prove they meet the CMVP eligibility criteria and re-submit an updated CMVP application form.

2. Training Registration only - does not include the CMVP Exam

You also have the option of participating in the EVO training but not applying to become a CMVP at this time. In this case, you are not required to fill out the CMVP Application form or sit the CMVP Exam. You retain the option of applying for the CMVP designation at any time in the next three years, but you will need to find another opportunity to sit the exam. CMVP exams are generally held in Australia at least once a year, and are held regularly overseas.

3. CMVP Exam Registration and CMVP Exam Resits – does not include the EVO training

Individuals who have undertaken the EVO training within the last three years may register to take the exam in order to obtain CMVP designation. Evidence of training is required. Individuals that have taken the exam previously and not passed may also register to re-sit the exam. In both cases, exam registration requires that you fill out the full CMVP Application form.

Step by step guide

1. Carefully review the qualification and experience requirements for the CMVP designation.
2. Decide if you wish to complete the
 - EVO Training and CMVP Exam;
 - EVO Training only;
 - CMVP Exam only.
3. Complete the online Registration form (available on the EEC website).
4. If you indicate on the Registration form that you wish to undertake the CMVP Exam, the Energy Efficiency Council will send you the CMVP Application form. Please fill out this form on your computer - do not print it and fill it out by hand.
5. Return the completed form, in **Word** format to: training@eec.org.au
6. Make your payment.

Cancellation policy

Cancellation requests must be received in writing (email accepted). Cancellations received 30 days prior to the training will be accepted and fees refunded less a 50% cancellation fee. Cancellations made on/after 30 days prior to the training cannot be accepted. Registration for the training or exam cannot be transferred to another person.

Questions

If you have any questions, please contact the EEC via email at training@eec.org.au or by phone on 03 8327 8422.