



Follow the Path to your CM-BIM

Step by Step Instructions:

- 1 Locate upcoming classes through the [BIM Course Calendar](#).
- 2 Complete AGC's BIM Education Program (4 units).
- 3 Apply to sit for the exam by completing the online [CM-BIM Exam Application](#).
- 4 AGC of America (AGCA) will verify your courses and approve your exam application.
- 5 Approved candidates will receive two (2) emails with instructions to access the exam. One email will come from cm-bim@agc.org and the other email will be from ExamSoft.
- 6 Log into your [exam portal](#) to submit your exam fee (\$575) + download the exam software.
- 7 Take a mock exam before sitting for your exam.
- 8 Take your exam between 9:00 am and 5:00 pm (Eastern Time) any weekday after your exam start date within 6 months of your approval date.

TECHNOLOGY



- Check Equipment; make certain your computer meets the [minimum system requirements](#).
- Disable your security software.
- For technical support, please call ExamSoft directly at toll-free: (866) 429-8889 or (954) 429-8889, or via email at support@examsoft.com. Live chat support is also available at www.examsoft.com.

- 9 Upon exiting your completed exam, you will receive your unofficial score. Successful exam takers need a score of 94 or higher.
- 10 You will receive your official score and CM-BIM digital badge + certificate within 10 business days.
- 11 Renew your CM-BIM credential every three (3) years by earning 30 hours of [BIM related CE credits](#).

CM-BIM EXAM PREP COURSE



There is an optional [CM-BIM Exam Prep Course](#) available for purchase to help with studying for the exam and support review efforts. After submitting your online payment, log in to learning.agc.org to access the exam prep course.

Got Questions? Please email us at curriculum@agc.org.





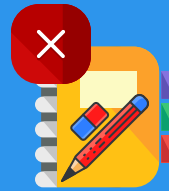
Proctoring Your Exam

The CM-BIM exam is now available virtually using ExamSoft's online proctoring solution, allowing AGC to digitally observe exam-takers with video and audio monitoring throughout the exam.

What to Expect

Before You Begin | Follow these recommended steps to minimize the risk of being flagged during your exam:

- Disconnect external cameras and mics - use built-in resources only, if available.
- Remove all textbooks, notes, or other materials from your workspace.
- Do not use your mobile phone at any time; remove headphones/earbuds
- Do not get up from your computer for any reason until your exam is complete. Use the bathroom before your test! You have about four hours to complete you exam.
- Please find a quiet place to take your exam. Ensure that you have privacy for the entire exam - do not interact with other people or receive any outside assistance. Do not read exam questions out loud.
- Remain focused on the exam, without looking at your phone, textbooks or notes.



Exam Start | These are requirements for you to access your exam:

- **Biometric Consent:** Give Examsoft consent to take your biometrics (e.g. take your photo).
- **A/V Access:** Allow access to your webcam + microphone.
- **Facial Recognition:** We will take your picture to verify your identity each time you take your test.

Finishing Your Exam

- Before closing out your exam, make sure an answer has been marked as a blue bubble that is filled in.
- Keep your computer connected to the internet with Examplify until you verify that the exam upload has been completed.