

CCP Candidate Re-validation Guidance

All CCP Certified Cyber Professionals are required to re-validate their certification(s) 18 months into their 3-year certification period. This is to ensure that the candidate is maintaining their IA knowledge and professional development. To re-validate the candidate will be required to provide at least one referee, evidence of Continuing Professional Development (CPD) activities and evidence of any relevant work undertaken at the appropriate level over the last 18 months. The cost for the re-validation is available on the [APMG IA website](#) in the Current Fees document.

Referees

At least one referee must be provided who will be able to cover the last 18 months of the work in the relevant role(s). Please ensure their permission is obtained to list them as a referee and they are advised that they may be contacted by an APMG IA assessor with regards to the re-validation. At least one of your referees should be your line manager, peer or client. When re-validating more than one role candidates should ensure the referee(s) can, jointly, cover all the roles that the candidate is certified in.

CPD Activities

Candidate's CPD can be added to the application at any time throughout the 3-year certification period. The CPD screen can be accessed by clicking the **CPD Area** link on the left-hand side in the application. The APMG system offers a number of ways to record different types of CPD activity and events in a free text format; candidates should state the nature of the activity, its benefits and the impact it had on the candidate's work. Please ensure to include any less formal CPD in the application to demonstrate any soft skills development. When providing information on training courses attended, candidates should add detail on how this knowledge is being applied in practice.

Please ensure that all CPD items are set as public for APMG and assessors to be able to view them.

Evidence

Candidates must include relevant evidence of the work undertaken in the last 18 months since the certification date in order to demonstrate continuous adherence to the headline statement in the roles/levels certified. Evidence can be provided using the Evidence form (available from the **Resources** section of the website) or in a free text format available in the re-validation application. It is recommended for the candidate to attach the latest copy of their CV to the re-validation.

Upon submitting the re-validation, APMG will carry out an initial check of the application and assign an assessor(s) who will review the evidence and contact your referee(s) to validate the provided information. Assessor(s) may arrange a follow up interview with the candidate should further information or clarification is required. Following this, the assessor(s) will confirm or reject the re-validation and the candidate will be formally notified of the recommendation. Should the application for re-validation be unsuccessful the candidate will be provided with feedback stating the reasons for the rejection.

Candidates may appeal the decision using the APMG appeal process, details of which can be [found here](#).

Upgrading and Adding roles

At re-validation candidates can choose to upgrade an existing level(s) or add an additional role(s) to the certification; both are subject to an additional charge for the assessment. When upgrading or adding roles, the candidate will be required to complete the Evidence form in full and undergo an interview for the upgraded and/or added role(s).

When upgrading from Senior to Lead Practitioner APMG strongly recommends reviewing the NCSC and APMG guidance on the evidence required at the Lead level. Both documents are available in the **Resources** section of the APMG website. Please note that the candidate will be required to provide a short 10-15 min presentation during the interview.

