



**AGMEP**  
AMERICAN GROUP FOR  
MANAGING EDUCATIONAL  
PROJECTS

# **FAQ from Education and Training Providers and Trainers about Accreditation**



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**Question****Who is the American Educational Project Management Group?**

**Answer:** The American Group for Managing Educational Projects (AGMEP) is an independent organization headquartered in Florida, USA, established in 2008. AGMEP aims to support and promote knowledge exchange and intellectual collaboration on a global scale by meeting the needs of educational and training institutions. The group adheres to internationally recognized standards and principles to facilitate cooperation with global accreditation bodies, making it one of the largest entities for accrediting educational institutions, training centers, and trainers worldwide.

AGMEP primarily focuses on managing educational projects, including establishment, restructuring, management, and accreditation in alignment with global standards. It represents and oversees specialized accreditation bodies across various sectors, ensuring compliance with international benchmarks. AGMEP's network includes 14 accreditation bodies covering a wide range of academic and practical disciplines, offering accreditation and training services in partnership with affiliate institutions.

In summary, AGMEP offers a comprehensive range of services, including institutional accreditation, trainer and trainee certification, and curriculum validation, reinforcing its reputation as a global authority in education and training.

**Question****What is accreditation?**

**Answer:** Accreditation is a standardized framework used to evaluate the performance of training providers based on international standards. It involves reviewing and assessing programs, curricula, and services to ensure they meet the required quality benchmarks. When training providers demonstrate their ability to meet these standards, they are awarded accreditation, which validates their effectiveness and competency in delivering high-quality services.

**Question****What makes educational institutions, training providers, and trainers choose to work with the American Group over other competitors?**

**Answer:** The American Group for Managing Educational Projects (AGMEP) stands out for several reasons that make it the preferred choice:

- 1. Field Diversity:** We support diversity and inclusion through 14 specialized institutes, allowing educational institutions and trainers to cover a wide range of educational fields.
- 2. International Presence:** We operate in over 50 countries, with global recognition that boosts the credibility of accredited institutions and opens up more opportunities worldwide.
- 3. Customer Support:** We offer 7/24 dedicated customer support to ensure fast and efficient communication with our clients and trainees.
- 4. Global Recognition:** Our certificates are internationally recognized, providing credibility to institutions and trainees and offering them greater opportunities on a global scale.
- 5. Comprehensive Accreditation:** We cover all aspects of the educational process, offering accreditation for institutions, trainers, training materials, and even trainees.
- 6. Long Experience:** With 17 years of experience in professional training, we provide reliable and consistent services.
- 7. Certificate Serial Number:** Each certificate is issued with a unique serial number, making it easy to verify and download electronic copies.
- 8. Data Privacy Compliance:** We adhere strictly to the highest data privacy standards to protect the confidentiality of all our clients' information.
- 9. Affordable Certification Fees:** We offer competitive pricing for certification issuance, making our services accessible to training providers, trainers, and trainees alike.

## Question

What are the targeted programs and specializations for the American Group affiliated bodies?



[www.amidc.us](http://www.amidc.us) 🔍

### American Management Institute

- Leadership Management Programs
- Project Management Programs
- Quality Management and Continuous Improvement Programs
- Human Resources Management Programs
- Digital Transformation and Information Technology Programs
- Corporate Governance and Business Ethics Programs
- Continuous Professional Development Programs



[www.wsfed.us](http://www.wsfed.us) 🔍

### World Sports Federation

- Sports Event Management and Organization Programs
- Sports Facilities Management Programs
- Sports Marketing and Sponsorship Programs
- Sports Health and Nutrition Programs
- Risk Management and Safety in Sports Programs
- Sports Leadership and Management Programs
- Technology in Sports Programs



[www.as-pe.org](http://www.as-pe.org) 🔍

### American Society of Professional Engineers

- Professional Development Training Programs
- Engineering Leadership and Management Programs
- Innovation and Technology Programs
- Training on Quality and Safety Standards
- Specialized Programs According to Engineering Specialization
- Software and Engineering Design Programs
- Accreditation and Professional Certification Programs



[www.aips.us](http://www.aips.us) 🔍

### American Institute of Professional Studies

- Digital Marketing Programs
- Financial Analysis and Risk Management Programs
- Continuing Professional Development Programs
- Technology and Digital Transformation in Business Programs
- Quality and Organizational Excellence Programs
- Entrepreneurship and Small Business Management Programs
- Innovation and Creative Problem-Solving Programs



[www.usia.us](http://www.usia.us) 🔍

### U.S. Industrial Accreditation

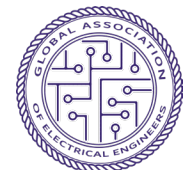
- Total Quality Management Programs
- Preventive and Predictive Maintenance Programs
- Supply Chain Management and Logistics Programs
- Advanced Manufacturing Technologies Programs
- Energy and Industrial Sustainability Programs
- Industrial Risk Management Programs
- Automation and Industrial Control Programs



[www.iaamc.us](http://www.iaamc.us) 🔍

### International Academy of Arts, Media, and Creativity

- Film and Television Production Programs
- Graphic Design and Digital Media Programs
- Acting and Performing Arts Programs
- Video Editing and Post-Production Programs
- Digital Marketing and Media Programs
- Professional Photography Programs
- Fashion Design and Fashion Arts Programs



[www.gae.us](http://www.gae.us) 🔍

### Global Association of Electrical Engineers

- Electrical Power Engineering Programs
- Renewable Energy Systems Programs
- Electrical Automation and Control Programs
- Electrical Protection Systems Programs
- Electrical Equipment Maintenance Programs
- Electrical Design for Buildings Programs
- Advanced Electronics and Circuit Design Programs



[www.iahs.us](http://www.iahs.us) 🔍

### International Academy for Homeland Security

- Cybersecurity and Information Protection Programs
- Crisis and Emergency Management Programs
- VIP Protection Programs
- Critical Infrastructure Security Programs
- Internal Security Personnel Training Programs
- Security Risk Analysis Programs
- Diplomatic Security and Embassy Protection Programs



[www.gith.us](http://www.gith.us) 🔍

### Global Institute of Tourism and Hospitality

- Hotel and Hospitality Management Programs
- Events and Conference Management Programs
- Tourism Marketing Programs
- Travel and Tourism Management Programs
- Food and Beverage Services Programs
- Tourism Planning and Sustainable Development Programs
- Public Relations Management in Tourism and Hospitality



[www.swacc.us](http://www.swacc.us) 🔍

### Southwestern Accreditation Council

- Banking and Finance Management Programs
- Financial Risk Management Programs
- Credit and Loan Management Programs
- Internal Audit and Compliance Programs
- Financial Audit and Data Analysis Programs
- Information Systems Audit Programs
- Business English Programs



[www.gcla.us](http://www.gcla.us) 🔍

### Global Council for Law, Arbitration, and Intellectual Property

- Dispute Management and Alternative Dispute Resolution Programs
- Intellectual Property Protection Programs
- Contract Drafting and Arbitration Programs
- Arbitration Programs in International Investment Disputes
- International Mediation Programs
- E-Commerce Law and Consumer Protection Programs



[www.iasn.us](http://www.iasn.us) 🔍

### Academic Institute for Special Needs

- Inclusive Education Programs for Special Needs
- Applied Behavior Analysis (ABA) Programs
- Early Intervention Programs
- Specialized Classroom Management Programs
- Teacher and Assistant Training Programs
- Mental Health and Emotional Support Programs
- Assistive Technology Programs



[www.iaoshe.us](http://www.iaoshe.us) 🔍

### International Association for Health and Occupational Safety and the Environment

- Occupational Health and Safety Programs
- Risk Assessment and Management Programs
- Occupational Health and Safety Management Systems Programs
- Emergency and Disaster Response Programs
- Fire Prevention and Crisis Management Programs
- Environmental Protection and Sustainability Programs
- Occupational Health and Preventive Care Programs



[www.aihc.us](http://www.aihc.us) 🔍

### American Institute of Healthcare and Hospital Management

- Hospital and Healthcare Facility Management Programs
- Quality and Patient Safety Programs
- Financial Management in Healthcare Programs
- Healthcare Crisis and Emergency Management Programs
- Healthcare Information Technology Programs
- Leadership and Management in Healthcare Programs
- Legal and Ethical Compliance in Healthcare Programs



## Accreditations

## Accreditation of Training Providers (Training Centers)

### Question

**Who are the eligible training providers and organizations for accreditation?**

**Answer:** We accredit a variety of training providers, such as:

- **Training Centers:** Training and learning centers, universities and schools, continuing education centers, leadership and faculty development centers, professional studies centers, associations, and unions.
- **E-learning and Digital Platforms:** E-learning centers, online training platforms, distance education and training.
- **Organizations:** Private and governmental organizations, banks and financial institutions, factories.

### Question

**Are there specific criteria my institution must follow for internal evaluations?**

**Answer:** Yes, we provide guidelines and criteria for evaluating students and trainers. We can also assist in setting up internal evaluation standards.

### Question

**Hello, I'd like to know what documents and materials are required to accredit my center/institution.**

**Answer:** The main requirements for accrediting your center include the following:

- **Establishment Documents:** Commercial registration and legal operating license.
- **Training Curriculums:** Description of programs, objectives, and evaluation methods.
- **Trainers' Resumes:** Academic/professional qualifications and practical experience.
- **Facilities:** Detailed descriptions (with photos) of facilities and technology used.
- **Quality Policies:** Quality management and evaluation policies.
- **Student Services:** Academic support and guidance.

### Question

**Is there support available after obtaining accreditation?**

**Answer:** Yes, we provide ongoing support to accredited institutions to maintain the quality of education and training and to help them comply with accreditation standards.

### Question

**What are the procedures and steps for accreditation?**

**Maria:** To accredit your institution or training center through one of the American Group's bodies, follow these steps:

- **Initial Application Submission:** Complete the online application form and upload all required documents to verify legal and administrative compliance.
- **Review of Application and Documents:** Within five working days, our team will contact the training provider to clarify the application details.
- **Evaluation Committee:** The committee reviews the provider's documents and licenses, then issues a report recommending approval or rejection, followed by an official letter.
- **Approval and Issuance:** Upon approval and payment of fees, the provider receives an acceptance letter, certificate, memorandum of understanding (MOU), and is listed as accredited on the official website.

*The entire process is designed to be completed within 30 days.*

### Question

**Can I accredit trainers at our training center?**

**Answer:** Yes, you can accredit trainers by reviewing their profiles according to the accreditation requirements. For more details, please refer to page (7-8) for Trainer Accreditation.

### Question

**Can accreditation be transferred from one training institution to another?**

**Answer:** Accreditation cannot be transferred between institutions. If the institution undergoes a change of ownership or merges with another, a new accreditation application must be submitted.

### Question

**What is the process for submitting an appeal if accreditation or certification is denied?**

**Answer:** You can submit a formal appeal through the designated channels. We will carefully review your case and respond with clarifications or take appropriate actions.

## Accreditations

## Accreditation of Training Providers (Training Centers)

### Question

What are the benefits that training providers receive from accreditation?

**Answer:** There are numerous benefits and advantages that training providers gain after completing the accreditation process, including:

- **Quality Assurance:** Ensures optimal standards and quality in training programs.
- **Commitment and Excellence:** Opens doors to collaboration and partnerships with peers.
- **Increased Trust:** Builds trust among the community, institutions, and trainees.
- **Enhanced Value:** Boosts professional, managerial, commercial, and personal value.
- **Official Recognition:** Grants international recognition and inclusion on the official website.
- **Competitive Advantage:** Positions providers ahead of competitors by offering high-quality solutions.
- **Promotion and Marketing:** Assists in marketing services and attracting clients and trainees.
- **Certificate Issuance:** Allows for the issuance of certificates to graduates of accredited programs.
- **Market Expansion:** Opens opportunities in new markets and international bids.

### Question

What recommendations and advice do you have for us after our center is accredited?

**Answer:** After completing the accreditation process, training providers should focus on the following:

- Understanding the types, forms, and costs of certificates.
- Reviewing the Memorandum of Understanding sent by us to clarify their obligations and rights.
- Focusing on the available methods for requesting certificates – Certificate Request Form.
- Emphasizing the ability to request certificates from all the American Group's affiliated bodies.

### Question

What are the objectives that training providers achieve from accreditation?

**Answer:** There are several key objectives that training providers accomplish through the accreditation process, including:

- **Distinct Identity:** Provides training providers with a unique identity, status, and reputation.
- **Maintaining Quality:** Standardizes systems and programs to ensure continuous quality improvement.
- **Balanced Independence:** Balances the independence of providers with the needs of society.
- **Requirement for Practice:** Accreditation is often necessary for practicing training and education.
- **Student Confidence:** Ensures students that the training meets global standards and effectively achieves their goals.
- **Credibility and Accountability:** Enhances credibility, ensures accountability, and maintains training standards.
- **Employment and Promotion:** Guarantees that certificates are recognized for employment and career advancement.
- **Comprehensive Coverage:** Addresses all aspects, including facilities, methodologies, and performance quality.
- **Continuous Improvement:** Encourages ongoing self-evaluation and quality improvement.

### Question

Can my institution become an agent or exclusive agent in a particular country?

**Answer:** Yes, exclusive agency options are available in countries where we don't have offices or representatives. You would need to submit a detailed plan, including annual activities, collaboration with key training centers or trainers, or prove your center's ability to train large numbers and achieve annual goals and revenues.

## Accreditations

### Question

Hello. I'd like to know the details about trainer accreditation.

**Answer:** Trainer accreditation is a systematic evaluation process that aims to verify the competence of trainers using predefined international standards. This process includes reviewing the trainer's experience, academic and professional qualifications, and training performance. Once the trainer proves their ability to meet the required standards, they are granted accreditation, confirming their competence and high-quality performance in delivering training effectively.

### Question

What are the criteria used to accredit trainers?

**Answer:** The accreditation of trainers is based on a set of examination and evaluation criteria reviewed by a specialized committee. These include:

- **Academic Qualifications:** Reviewing and verifying the trainer's academic degrees.
- **Practical Experience:** Evaluating the trainer's work experience in their area of expertise.
- **Training Experience:** Analyzing the number of training hours the trainer has delivered and the number of trainees they have trained.
- **Training Tools:** Assessing the tools and methods used by the trainer during training.
- **Organization and Sequencing of Ideas:** Examining the trainer's ability to present content in a structured and cohesive manner.
- **Presentation Skills:** Evaluating the trainer's capability to manage discussions and stimulate dialogue effectively within the training room.
- **Personal Skills:** Reviewing the trainer's general appearance and how it positively impacts trainees.

### Question

What are the necessary conditions for trainer accreditation?

**Answer:** To obtain accreditation as a trainer, the following conditions must be met:

1. Holding a bachelor's degree in the relevant specialization.
2. Having at least two years of practical experience in training.
3. Mastery in using modern training technologies, especially in remote learning or through online platforms.
4. Commitment to attending regular training sessions to update skills and knowledge.
5. A training record that proves training of no less than 100 previous trainees.

## Trainers, Speakers, Instructors

### Question

Who are the target groups of the Trainer and Speaker Accreditation Program?

**Answer:** The Trainer and Speaker Accreditation Program targets professionals engaged in training or public speaking, including:

- **Professional Trainers:** Those seeking accreditation to prove their competence and skills in training.
- **Public Speakers:** Individuals participating in events and conferences, aiming to affirm their communication and impact skills.
- **University Professors:** Those looking to improve and document their teaching and educational skills.
- **Teachers:** Educators who wish to obtain official recognition for their abilities in delivering lessons and training students.
- **Owners and Managers of Educational and Training Institutions:** Individuals managing training teams or seeking to develop training programs within their organizations.

### Question

What are the criteria used to determine the type of certificate for the trainer?

**Answer:** Determining the type of certificate for the trainer depends on several criteria to ensure that the trainer meets the necessary standards for the appropriate certification. Below are the key criteria:

1. **Certified Online Trainer:** For trainers delivering courses online with proficiency in managing e-learning platforms, requiring in-depth knowledge of distance learning.
2. **Certified Professional Trainer:** For trainers with one year of experience in training and providing professional development programs, but without a large number of graduates.
3. **US Certified Trainer:** For trainers with more than five years of experience and over 300 trainees, following international or U.S. accreditation standards.
4. **Certified Corporate Trainer:** For trainers working with companies and teams, requiring at least three years of experience and over 200 trainees.
5. **Certified Corporate Training Manager:** For trainers in managerial positions in training, with more than 10 years of experience and having trained more than 500 trainees.
6. **Certified Corporate Training Expert:** For trainers with more than 10 years of experience in corporate training, possessing postgraduate qualifications, and a distinguished record in training and training management.
7. **Certified School Teacher:** For teachers in the educational field focusing on training students and teachers in schools.

*This process is designed to be completed within 30 days.*

## Accreditations

### Question

What are the benefits and objectives of accreditation for trainers?

- **Quality Assurance:** Ensures that the trainer achieves optimal standards and quality in their training performance.
- **Commitment and Excellence:** Facilitates opportunities for collaboration and partnership with educational and training institutions.
- **Increased Trust:** Builds trust between the trainer and trainees, enhancing the trainer's professional reputation.
- **Enhanced Value:** Improves the trainer's professional and personal value, increasing their opportunities in the market.
- **Official Recognition:** Grants internationally recognized certificates to the trainer and allows their name to be listed on official websites as an accredited trainer.
- **Competitive Edge:** Helps the trainer stand out from competitors by offering high-quality training content.
- **Promotion and Marketing:** Supports the marketing of the trainer's skills and expertise to attract new clients and trainees.
- **Issuance of Certificates:** Enables the accredited trainer to issue recognized certificates to trainees.
- **Market Expansion:** Opens new markets and greater opportunities for the trainer to participate in international projects and tenders.
- **Distinct Identity:** Provides the trainer with a unique professional identity and a strong reputation.
- **Maintaining Quality:** Ensures that the trainer maintains a high level of quality and continuous improvement in their training performance.
- **Balanced Independence:** Offers the trainer a balance between professional independence and the needs of the institutions they collaborate with.
- **Requirement for Training:** In some cases, accreditation is a prerequisite for practicing training in specific fields.
- **Trainee Confidence:** Ensures trainees' confidence that the content meets global standards and fulfills their training goals.
- **Credibility and Accountability:** Enhances the trainer's credibility and ensures their commitment to accountability and high professionalism.
- **Employment and Promotion:** Increases the trainer's opportunities for employment or promotion in their career.
- **Comprehensive Coverage:** Covers all aspects of training, including educational tools and teaching methods.
- **Continuous Improvement:** Encourages the trainer to continuously evaluate their performance and develop their skills to ensure improvement and progress.

## Trainers, Speakers, Instructors

### Question

How can I obtain accreditation? What are the procedures?

**Answer:** To obtain accreditation as a professional trainer from one of the American Group for Managing Educational Projects (AGMEP) bodies, the following steps must be followed:-

- Fill out the accreditation application (online) and attach a detailed CV, a personal photo, and a copy of your passport.
- Submit scanned copies of academic certificates and training courses obtained by the candidate.
- Provide a 5-minute video recording while training in one of your sessions or lectures.
- Pass the personal interview with the evaluation team, if required.
- Submit a recommendation letter from the institution where you worked or currently work as a trainer, if available.

*This process is designed to be completed within 30 days.*

### Question

Is there support available for trainers after obtaining accreditation?

**Answer:** Yes, we offer continuous support to accredited trainers to help them maintain the quality of their training and ensure ongoing development, as well as their commitment to the approved accreditation standards.

### Question

What is the appeal process if accreditation or certificates are denied?

**Answer:** You can submit a formal appeal through the designated channels. We will carefully review your case and provide clarifications or take the necessary actions.





## Accreditations

### Question

**What are the criteria you follow for accrediting training materials, and what are the fees and duration of the accreditation?**

**Answer:** The fee for accrediting training materials is \$500 USD, and the accreditation is valid for five years. The criteria we follow for accrediting training materials include:-

- **Learning Objectives:** Clear, measurable, and aligned with trainee needs and market requirements.
- **Content Organization:** Logically structured, free from repetition, and appropriate for the trainees' level.
- **Content Relevance:** Tailored to the target audience and effectively develops their skills.
- **Accuracy of Information:** Based on reliable and up-to-date sources.
- **Training Methods:** Diverse methods catering to different learning styles.
- **Trainee Engagement:** Encourages interaction and participation through questions and practical exercises.
- **Assessment Tools:** Includes tools to measure trainees' understanding, such as tests.
- **Continuous Updates:** Material can be updated based on trainee feedback and industry advancements.
- **Accreditation Standards:** Complies with quality standards set by accreditation bodies.

### Question

**Can I get a training program accredited by any organization under your group, even if it's not listed on your website?**

**Answer:** Yes, we can accredit any training program after it has been reviewed by our Evaluation and Accreditation Department, covering the objectives, program structure, and training hours.

### Question

**Are there specific scientific topics that need to be adhered to?  
Can I accredit my own materials?**

**Answer:** There are no specific materials required by the group. You can accredit your own materials for your institution and trainers, and they will be reviewed and accredited to ensure their validity.

## Training Programs

### Question

**What are the benefits and advantages of accrediting training programs?**

**Answer:** Accrediting training materials offers many benefits and advantages for training providers, enhancing the credibility and quality of their programs. Here are some of the main benefits:-

- **Quality Assurance:** Accreditation reflects a commitment to required standards and ensures the quality of the training content.
- **Increased Trust:** Builds trust between the community and trainees by demonstrating dedication to delivering high-quality training.
- **International Recognition:** Accreditation provides an international certificate and includes the program on the official accreditation body's website.
- **Continuous Improvement:** Accreditation supports the continuous development of the quality of training programs.
- **Use of Accreditation Badge:** Allows training providers to use the accreditation badge in their training materials.
- **Alignment with Training Goals:** Ensures that training goals align with market needs and professional standards.
- **Competitive Advantage:** Sets accredited programs apart in the market by offering high-quality materials.
- **Marketing and Promotion:** Accreditation helps attract more clients and trainees through effective promotion.
- **Right to Issue Certificates:** Enables trainees to receive accredited certificates upon completing the programs.
- **Intellectual Property Protection:** Ensures the protection of intellectual property rights for training materials.

### Question

**Can I request changes to the accredited training programs after accreditation?**

**Answer:** Yes, you can request modifications to the accredited training programs. These changes will be reviewed by the Evaluation and Accreditation Department to ensure compliance with the standards.

## Accreditations

### Question

**What is the value of the certificates offered by the American group to trainees?**

**Answer:** The certificates serve as a key standard for graduates, indicating that they have completed the training program requirements. Accredited certificates enhance the qualifications of graduates, making them top candidates for multinational companies. These companies seek professionally trained individuals and business leaders who can quickly adapt to changes and stay at the forefront of future requirements and challenges.

### Question

**What are the advantages of accredited certificates for trainees?**

**Answer:** There are several advantages and benefits of certificates issued by internationally recognized accreditation bodies, including:

- **Quality Assurance:** The certificate ensures that the training program meets established quality standards and requirements.
- **Professional Requirements:** The certificate is often a prerequisite for many organizations and professions.
- **Experience Documentation:** The certificate verifies the knowledge, skills, and expertise in specific subfields.
- **Career Advancement:** The certificate can facilitate faster and more efficient progression to higher positions.
- **Professional Credibility:** The certificate enhances professional credibility and provides a competitive advantage.
- **Commitment to Improvement:** The certificate reflects a commitment to self-assessment and continuous improvement.
- **International Recognition:** The certificate is recognized by global companies and institutions, making it easier to apply for jobs anywhere in the world.
- **Increased Job Opportunities:** The certificate opens doors to opportunities with international companies and increases your chances of securing jobs abroad.

## Trainees

### Question

**What is the difference between globally accredited certificates and local certificates?**

**Answer:** Globally accredited certificates hold higher value because they follow internationally recognized standards across the world. While local certificates may be acknowledged within a limited geographical area, global certificates significantly enhance your opportunities in international markets.

### Question

**How will an accredited certificate affect the reputation of training providers and trainers?**

**Answer:** The certificate will enhance the reputation of your institution as a high-quality training provider and as a trainer who is internationally recognized, making your programs more attractive to trainees seeking global accreditation to elevate their professional standing.

### Question

**What is the cost-benefit ratio of obtaining a globally accredited certificate?**

**Answer:** Although globally accredited certificates may be more expensive than local certificates, the benefits are substantial, including increased job opportunities and career advancement. They are considered a long-term investment in your professional future.

## Certifications

### Question

What are the types of certificates, and what are the issuance fees?

**Answer:** Each accreditation body under the American group grants **20** different types of certificates. These certificates cover various levels, including center accreditation, training materials, trainers, and trainees.

TRAINEE CERTIFICATES	Soft Copy	Hard Copy
<b>Certificate of Completion</b> Duration of Certificate Cannot Exceed (3 Days)	\$ 28	\$ 40
<b>Certificate of Skills</b> Duration of Certificate Cannot Exceed (7 Days)	\$ 42	\$ 60
<b>Certificate of Achievement</b> Duration of Certificate Cannot Exceed (15 Days)	\$ 49	\$ 70
<b>Certificate of Training</b> Duration of Certificate Cannot Exceed (30 Days)	\$ 56	\$ 80
<b>Professional Certificate</b> Duration of Certificate Cannot Exceed (30 Days)	\$ 70	\$ 100
<b>Professional Diploma</b> Duration of Certificate Cannot Exceed (45 Days)	\$ 87	\$ 125
<b>Train The Trainer (T.T.T)</b> Duration of Certificate Cannot Exceed (45 Days)	\$ 140	\$ 200
<b>Certificate of Diploma</b> (1M-3M)	\$ 105	\$ 150
<b>Certificate of Diploma</b> (3M-6M)	\$ 140	\$ 200
<b>Certificate of Diploma</b> (6M-9M)	\$ 175	\$ 250
TRAINERS CERTIFICATES	Soft Copy	Hard Copy
<b>Certified Online Trainer (COT)</b>	\$ 105	\$ 150
<b>Certified Professional Trainer (CPT)</b>	\$ 140	\$ 200
<b>U. S Certified Instructor (USCI)</b>	\$ 175	\$ 250
<b>Certified Corporate Instructor (CCI)</b>	\$ 210	\$ 300
<b>Certified Corporate Training Manager (CCTM)</b>	\$ 210	\$ 300
<b>Certified Corporate Training Expert (CCTE)</b>	\$ 245	\$ 350
<b>Certified School Teacher (CST)</b>	\$ 210	\$ 300
MEMBERSHIP / Professional Experience Equivalence	Soft Copy	Hard Copy
<b>Membership Certificate</b>	\$ 280	\$ 400
<b>Professional Experience Equivalence</b>	\$ 280	\$ 400
TRAINING MATERIAL APPROVAL	Soft Copy	Hard Copy
<b>Training Material Approval</b> The validity of the certificate is 5 years	\$ 350	\$ 500
INSTITUTIONS / TRAINING CENTERS / CORPORATE	Hard Copy	
<b>Certificate of Accreditation</b> The validity of the certificate is 1 year	\$ 1000	
<b>Certificate of Accreditation</b> The validity of the certificate is 2 years	\$ 1500	
<b>Certificate of Accreditation</b> The validity of the certificate is 3 years	\$ 2000	

## Training Providers, Trainers, Trainees

### Question

Can I request certificates from other bodies affiliated with the American group if my center is already accredited?

**Answer:** Yes, once your center is accredited by any of the bodies affiliated with the American group, you can request certificates from any other affiliated body without the need for additional accreditation procedures.

### Question

Can I include the name of the center or trainer on trainee certificates?

**Answer:** Yes, training providers or trainers can request to include the name of the center or the trainer on the certificate. There is a designated space for this.

### Question

How long does it take to receive accreditation?

**Answer:** The approval and issuance time after submitting the application and payment is as follows:-

- **Training providers (training centers and institutes):** 10 to 15 business days
- **Trainers, membership, and experience equivalency:** 3 to 5 business days
- **Training materials:** 5 to 7 business days

### Question

What documentation and stamps are available on certificates issued by the American group bodies?

**Answer:** Certificates can be authenticated by:

- **U.S. Department of State** - **U.S. Department of Justice** - **U.S. Notary Public**

**Note:** The authentication process incurs additional fees and may take up to 90 business days.

### Question

What is the validity period of the certificates?

**Answer:** The validity period for all certificates is five years, while the validity of center accreditation certificates depends on the plan chosen by the client, ranging from one to three years.

### Question

Are shipping fees added to the certificate issuance fees?

**Answer:** Yes, shipping costs are added to the certificate issuance fees and are borne by the training center or the accredited trainer. A %30 discount applies to electronic certificates. Shipping costs vary depending on the destination.

## Membership

### Question

### What is the membership?

**Answer:** Membership is granted to professionals seeking to enhance their capabilities and develop their skills in the fields of education and training, as well as to obtain international professional recognition that helps them in their career journey. This membership offers multiple benefits and elevates the members' status as accredited individuals qualified to work according to global standards.

### Question

### What are the benefits of membership?

**Answer:** There are several advantages and benefits to membership issued by the American group bodies, including:

- **Distinct Identity:** Membership provides a unique global status and a prestigious position.
- **Quality Indicator:** It reflects the member's ability to deliver high-quality performance in their professional field.
- **Digital Badge:** Members can use a digital badge on their profiles and social media to showcase their professional image.
- **Official Certificate:** The membership includes an official certificate listed on the accreditation body's website, confirming international recognition.
- **Cultural Exploration:** It enhances opportunities to connect with diverse cultures.
- **Professional Networking:** Facilitates communication with experts in the field for mutual benefit.
- **Value Enhancement:** It boosts the member's professional, managerial, and personal value.
- **Participation in Activities:** Members are eligible to participate in workshops, courses, and innovative projects.
- **Certificate Requests:** Trainers can request certificates for their trainees from the group bodies (for trainers).
- **Training Opportunities:** Members have the opportunity to be nominated for internal and external training programs (for trainers).

### Question

### Who are the target groups for the membership program?

**Answer:** The membership program targets the following groups:

Businesspeople, Company and bank managers, Trainers, teachers, and speakers, Leaders in business, Business technology experts and designers, Doctors and pharmacists, Judges and lawyers, Industry leaders and engineers, Business owners, Media professionals and artists

*The target groups for the membership program vary depending on the body providing the membership, whether it's a media, professional, industrial, engineering, or legal body, each targeting specific individuals or sectors.*

### Question

### What do I receive after fulfilling the membership requirements?

**Answer:** Once the candidate meets the membership requirements and the committee approves, they will receive:

- **Membership Certificate:** An official document confirming the membership, which can be used as proof of the member's status with the accredited body.
- **Digital Badge:** A digital badge that can be shared on social media platforms, including LinkedIn, to enhance professional visibility and confirm membership.

### Question

### What are the requirements for obtaining membership?

**Answer:** To obtain membership, the following requirements must be met:

- **Practical Experience:** The applicant must have at least three years of practical experience in the required field of specialization for membership. This experience ensures that the applicant possesses the necessary skills and practical knowledge to work according to international standards.
- **Training Video (for trainers and speakers):** For trainers and speakers, a 5-minute video of the applicant delivering a training session or a speech must be submitted. The purpose of this video is to evaluate the applicant's competence in presenting content and their ability to communicate with the audience.
- **Resume and Documents:** The applicant must submit a resume along with all supporting documents that verify their professional and academic qualifications and experiences.
- **Fees:** The membership fee is \$400 USD, covering a period of five years. After this period, the member can renew the membership according to the applicable policies.
- **Commitment to Professional Standards:** Members must adhere to the professional standards and work ethics established by the American Group for Managing Educational Projects to ensure the delivery of high-quality services.

### Question

### What are the steps to obtain membership?

**Answer:** The steps to obtain membership are as follows:

- **Initial Application Submission:** The applicant fills out the application form and submits the required documents and resume. Our team will use this information to verify the application.
- **Application and Document Review:** Within five working days, our team will contact the applicant to clarify any details related to the membership or certificate request.
- **Evaluation Committee:** A specialized committee reviews and evaluates the application based on membership criteria, and then informs the applicant of the acceptance or rejection.
- **Approval and Issuance:** After approval, the applicant receives an official acceptance letter and a congratulatory message. The applicant is then required to pay the certificate fee to receive the final certificate.

## Equivalency

### Question

What does "professional experience equivalency" mean, and what is experience-based assessment?

**Answer:** Professional experience equivalency refers to the formal recognition and validation of practical experience gained through work or professional practice in a specific field, rather than through traditional academic qualifications. The goal of this process is to equate practical experience with accredited certificates or degrees, so that the individual is officially recognized as qualified, even without holding specific academic credentials.

#### Experience-based assessment

This is a systematic evaluation process that focuses on the practical experience gained rather than traditional academic education. It involves assessing the candidate's work experience and the knowledge acquired through their professional activities, with an emphasis on the skills learned in the workplace. The purpose of this assessment is to ensure that the individual's experience meets the required standards for obtaining an accredited qualification or certification, and it may include submitting documents to prove skills, interviews, or practical exams.

#### In summary:

**Professional experience equivalency:** Converting practical work experience into an accredited certification.

**Experience-based assessment:** A process of evaluating practical experience to ensure it meets the standards required for official certification or accreditation.

### Question

What roles do the American group's accreditation bodies play in offering experience-based evaluation programs?

**Answer:** The accreditation bodies of the American group offer innovative evaluation programs that focus on candidates' practical experience rather than solely relying on traditional academic qualifications. These bodies assess individuals' skills and knowledge gained outside formal education and grant them internationally recognized certificates. The aim of these programs is to enhance candidates' professional advancement opportunities and enable them to secure high-paying positions in global companies.

### Question

How is the evaluation and equivalency process carried out for candidates?

**Answer:** The evaluation and equivalency process varies depending on the candidates' situation and is divided into three categories:

- **Professional Fellowship Award**
- **Knowledge and Experience Award**
- **Professional Knowledge Award**

## Professional experience equivalency

### Question

How is the evaluation and equivalency process conducted for candidates in the Professional Fellowship Award?

#### Professional Fellowship Award:

This is based on experience evaluation. The Continuing Learning Center's committee reviews the candidate's academic background, experience, knowledge, and skills to ensure they meet the standards of experience equivalency. Successful candidates receive an official equivalency certificate as part of the Prior Learning and Experience Recognition Program.

### Question

What are the requirements to join the program?

**Answer:** The **Requirements to join the program:**

- The candidate must hold a bachelor's degree, with higher degrees (master's or doctorate) being an added advantage.
- The candidate's academic specialization must align with their professional field.
- The candidate must have a minimum of five years of practical experience.
- The candidate must be fluent in at least two languages.

### Question

What does the candidate receive after evaluation and equivalency?

**Candidate will receive after evaluation and equivalency:**

- **Certificate:** Professional Fellowship Award
- **Digital Badge:** To be shared on social media

### Question

How is the evaluation and equivalency process conducted for candidates in the Knowledge and Experience Award?

#### Knowledge and Experience Award:

This program is designed for candidates who have academic qualifications in fields different from their practical experience. The program addresses the challenge of verifying practical skills and experience through internationally recognized degrees and certificates. The Continuing Learning Center's committee reviews the candidate's qualifications and evaluates their experience, knowledge, and skills. Upon meeting the equivalency standards, candidates receive an official equivalency certificate as part of the Transformational Specialization Program.



## Equivalency

### Question

What are the requirements to join the program?

#### Requirements to join the program:

- The candidate must hold a bachelor's degree, with higher degrees (master's or doctorate) being an added advantage.
- The candidate must have at least three years of practical experience in a field related to the certificate.

### Question

What does the candidate receive after evaluation and equivalency?

#### Candidate will receive after evaluation and equivalency:

- **Certificate:** Knowledge and Experience Award
- **Digital Badge:** To be shared on social media

### Question

How is the evaluation and equivalency process conducted for candidates in the Professional Knowledge Award?

#### Professional Knowledge Award:

This program is tailored for candidates without academic qualifications but with significant practical skills and experience that are not formally documented. The Continuing Learning Center's committee assesses the candidate's qualifications, experience, knowledge, and skills to ensure they meet the equivalency standards. Upon approval, the candidate is granted an official equivalency certificate as part of the Skills and Experience Recognition Program.

### Question

What are the requirements to join the program?

#### Requirements to join the program:

- The candidate must have a minimum of two years of practical experience.

### Question

What does the candidate receive after evaluation and equivalency?

#### Candidate will receive after evaluation and equivalency:

- **Certificate:** Professional Knowledge Award
- **Digital Badge:** To be shared on social media

## Professional experience equivalency

### Question

Who are these programs for?

**Answer:** These programs are suitable for candidates with practical experience in various fields and sectors, including management, engineering, marketing, law, security, tourism, media, arts, industry, healthcare, and more.

### Question

What are the advantages and benefits of the previous experience equivalency certificates?

**Answer:** There are numerous advantages and benefits to the equivalency of previous experiences, such as:

- Enhances the professional status of candidates and increases their employment opportunities.
- Documents and assesses practical experience using internationally recognized standards.
- Elevates the professional level of candidates with practical experience and enhances their credibility with employers and clients.
- Develops a new generation of certified leaders based on actual practical experience.
- Provides a specialized certification based on practical experience, increasing promotion opportunities.
- Adds qualifications and certificates to the official website, enhancing transparency and credibility.
- Expands professional networking opportunities by connecting with other certified professionals.
- Encourages continuous professional development by motivating candidates to pursue further education and specialized training.
- Offers international recognition of skills and experience, enhancing global employment opportunities.

### Question

What are the procedures for obtaining certificates?

**Answer:** Simple procedures allow candidates to progress through the steps to obtain the certificate:

1. **Initial Application Submission:** Complete and submit the application form for the selected accreditation program, attaching the required documents and resume for verification.
2. **Application and Document Review:** Within five business days of submitting the application, we will reach out to review any additional details regarding the accreditation request.
3. **Evaluation Committee:** The committee reviews the candidate's documents to ensure compliance with the standards and issues a report detailing approval or rejection. A formal letter will be sent to the candidate outlining the committee's decision.
4. **Payment of Fees:** After approval, the candidate pays the professional experience equivalency fees for the issuance of the certificate.
5. **Approval and Issuance:** Upon payment, the candidate will receive a welcome package that includes a congratulatory letter and a scanned copy of the professional experience equivalency certificate, which will also be listed on our official website.

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