

After an extended period of research and analysis, ASFPM and its Accredited Chapters are now offering the Certified Floodplain Manager (CFM) exam in a digital format. The digital exam process is managed by Scantron, a global leader in assessment and technology solutions.

There are currently two options for taking the digital CFM exam:

**Test Center:** Scantron provides secure internet-based delivery of the CFM® exam at Scantron's proctored internet-based test sites in the United States and Canada.

**Live Online-Proctored (LOP):** Live online-proctored (LOP) test administration includes a live proctor who monitors the entire examination process via web camera. With this option, candidates can take the exam from the comfort of their own home or office. You can learn more about LOP here. <https://www.youtube.com/watch?v=WATjZjXw3c>

In addition, we hope to be able to offer the digital CFM exam in a classroom setting at future NCAFPM conferences.

### **Digital Exam Results**

Your exam results are presented to you on screen immediately after you finish the exam. You will also receive a post-exam email from Scantron with instructions for how to download your score report. If you pass the exam.

### **Applying for the Digital Exam**

- You must complete both the **NC CFM Application** and the **Digital NC CFM Application** and **send to ASFPM in Madison, WI.**
- The fee for the NC CFM Application is \$100 for NCAFPM for members and \$170 for non-members.
- The Digital CFM Application requires an additional fee of \$85 for both members and non-members.
- Once your application is approved, Scantron will send you an email with information about scheduling the digital exam.
- Registration is not complete until all fees are received by ASFPM.
- Exam eligibility will expire one year from the date of registration and any unscheduled exam request will be terminated.
- No refunds will be provided after fees are processed and received by ASFPM
- If you need to reschedule or cancel your exam, Scantron provides instructions for how to do this, but note that Scantron may collect additional fees to reschedule or cancel your exam.

### **Sample Digital Exam**

While there is no practice CFM exam, Scantron does have a sample online exam whereby candidates can familiarize themselves with the Scantron interface and navigation tools. A set of instructions is also provided for candidates to review prior to taking the digital exam. Previewing this information before exam day can be an effective way to reduce anxiety and is a recommended best practice for exam preparation.

Visit <https://www.scantron.com/preparing-for-your-test/> for more information.