

The logo for CPRE (Certified Professional for Requirements Engineering) is displayed in a large, bold, black font. The letters are stylized with white cutouts: the 'C' has a white square, the 'P' has a white vertical bar, the 'R' has a white vertical bar, and the 'E' has two white horizontal bars. The logo is set against a white background within a black rectangular frame.

# Certified Professional for Requirements Engineering

Specialist

Examination Regulations

# 1 Examination regulations

These regulations apply to the Certified Professional for the Requirements Engineering (CPRE) *Specialist* examination.

This document governs the CPRE Specialist examinations for the following modules:

- Requirements Elicitation
- Requirements Management
- Requirements Modeling
- RE@Agile

## 1.1 Examination prerequisites

Participation in an examination for the CPRE Specialist is only possible for persons who hold the CPRE Practitioner certificate corresponding to the respective module. The following table shows the relationship:

The certificate ...	... entitles the holder to participate in the ...
CPRE Requirements Elicitation Practitioner	CPRE Requirements Elicitation Specialist
CPRE Requirements Management Practitioner	CPRE Requirements Management Specialist
CPRE Requirements Modeling Practitioner	CPRE Requirements Modeling Specialist
CPRE RE@Agile Practitioner	CPRE RE@Agile Specialist

## 2 The exam

The examination for the CPRE Specialist consists of a written assignment on given topics (task definition) of the respective module.

The examination is considered passed if at least 60.00 percent of the total score have been achieved.

The written assignment must be original work performed by the examination candidate, according to generally accepted scientific criteria. The literature and aids used for the written assignment must be stated in full. In case of a serious violation of these examination regulations, especially in case of plagiarism, the written assignment will be scored with 0 points and the candidate has failed the examination. In addition, the candidate is excluded for a period of 3 years, starting from the written notification by the certification body stating the non-compliance, from all CPRE-examinations.

### 2.1 Task definition for the written assignment

The task definition for the written assignment is [available for download](#) in the respective valid form on the website of IREB.

IREB may change the task definition at any time with a transition period of 6 months. During the transition period, candidates are free to choose whether to submit the written assignment based on the previous or the new task definition. After the transition period has expired, the written assignment can only be submitted on the basis of the new task definition.

It is the responsibility of the candidates to inform themselves about the current valid task definition.

### 2.2 Requirements for the written assignment

The context of the written assignment can be chosen freely by the candidates. This must represent a realistic project situation from the work environment.

The written assignment must include a comprehensive description of the project situation. In this description, the examination candidates must adequately present their role and the overall complexity of the project situation.

### 2.3 Questions posed

The questions for the written assignment refer to the material of the syllabus of the respective module as well as to the current handbook corresponding to the module; The questions have to be answered on the basis of the chosen project situation.

## 2.4 Reflection

An essential part of the written assignment is the critical consideration (reflection) of the chosen approach in the project as well as the techniques and methods used. Examinees must demonstrate that the techniques and methods available can be used in a targeted manner and adapted to suit the circumstances, which is an essential skill for a CPRE Specialist.

## 2.5 Scope of the written assignment

The scope of the written assignment should not be less than the specified minimum number of pages according to the table below. The maximum number of pages according to the table below must not be exceeded. If the maximum number of pages is exceeded, the examinee will receive the written assignment back for shortening, without assessment.

### Scope of the written assignment

CPRE Specialist module	Recommended minimum number of pages	Binding maximum number of pages
Requirements Modeling	15	25
All other modules	10	20

All information on the scope of a written assignment relates to the core part of the paper (tables and graphics count here). Cover page, table of contents and literature reference are not counted.

The following applies for the formatting: A4 pages (font size: 11 pt, margin: 2.5 cm, single spaced).

If a written assignment consists of compulsory parts and a specified number of optional parts, the number of optional parts must be strictly adhered to. If the written assignment includes more than the required number of optional parts, they will be evaluated in the order in which they are listed in the written assignment until the number of required optional parts is met.

Example: If the written assignment contains 3 instead of 2 required optional parts, only the first two optional parts are evaluated in the assessment. The third optional part is not included in the evaluation, even if it would possibly lead to a better result.

## 2.6 Language

The written assignment can only be elaborated in the following languages:

CPRE Specialist module	Admitted languages for the written assignment
Requirements Elicitation	English, French, German
All other modules	English, German

In the CPRE Requirements Modeling Specialist module, the diagrams used may always be provided English.

## 2.7 Anonymization and confidentiality of the contents of the written assignment

Since the written assignment requires a realistic project situation from the candidates' work environment, this could result in a conflict with confidentiality obligations. To avoid this, the contents of the written assignment are to be made as anonymous as necessary, so that no connection can be made between the contents and any real persons and / or companies. Specific company or personal names should only be used if strictly necessary for the understanding of the contents of the written assignment.

All persons and institutions involved in the examination are obliged to treat the contents of the written assignment as confidential and not disclose it to uninvolved third parties.

However, the ultimate responsibility for the contents of the written assignment and their dissemination lies solely with the examination candidates. When preparing the written assignment, they must ensure that no confidentiality obligations to the employer or customers are violated.

IREB and other persons and institutions involved in the assessment accept no liability for damages or claims arising from a breach of the duty of confidentiality.

If a candidate is unsure whether the contents of the written assignment will violate confidentiality obligations, he or she should consult with the employer or customer before submitting the written assignment.

## 2.8 Cover page for the written assignment

The examination candidates are obliged to enter their contact details on the cover page for the written assignment and to sign the declaration of independent preparation of the written assignment as well as the declaration of confidentiality by hand. An electronic signature or the insertion of a scanned signature is not permitted.

The usage of personal data is under the responsibility of the certification body.

## 3 Submission of the written assignment

### 3.1 Registration for the exam

The registration for the exam is exclusively done via a certification body recognized by IREB.

The registration process as well as the submission of the written assignment for assessment, is to be clarified with the certification body. Care must be taken to ensure that the written assignment complies with the regulations in section 2.

### 3.2 Form of the submission

The written assignment including the cover page (see section 2.8) is to be submitted electronically in the form of a PDF document to the certification body. The PDF document can either be generated by scanning printed documents, or by saving the written assignment as PDF. The PDF document must not be protected so that an automated plagiarism check can be performed. In either case, the examination candidates are responsible for the readability of the PDF documents. If the PDF document or parts of it are unreadable, then the examination is considered as failed.

### 3.3 Assessment of the written assignment

The certification body will send the written assignment anonymized to IREB for assessment by an assessor. The assessors are accredited by IREB.

The assessor assesses the written assignment within a maximum of six weeks.

## 4 Notification of results

Written notification of the examination results and likewise the certificate will be sent by the certification body.

### 4.1 Review and appeal

#### Review

If the examination candidate has not passed the examination, he or she can request from the certification body in writing for insight into the markings of the examination within one month after notification about the examination result. The purpose of the insight is a comparison of the target/actual marks.

#### Appeal

The examination candidate is entitled to appeal in writing against the assessment of the written assignment within two months after notification about the result of the written assignment. The appeal must be substantiated in writing and submitted to the certification body.

The certification body checks the formal requirements regarding the appeal and the substantiation of the appeal. They may reject it as non-admissible in the event of any breach of the deadline for submitting and/or justifying an appeal. If all requirements have been met, the certification body will forward the appeal to IREB for passing it to the assessor. The assessor will assess the justification of the appeal and submit a written statement in that respect. The statement will confirm the assessment or provide a new assessment, which shall be final and binding.

### 4.2 Repetition of the examination

The exam can be retaken at most twice without a waiting period. If the exam is not passed on the third attempt, a waiting period of one year must be observed. In the case of repetition of the examination, the same project situation (see Sections 2.3) as in the previous submission may be used again.