AICP Informational Session
APA Indiana Fall 2023 Conference
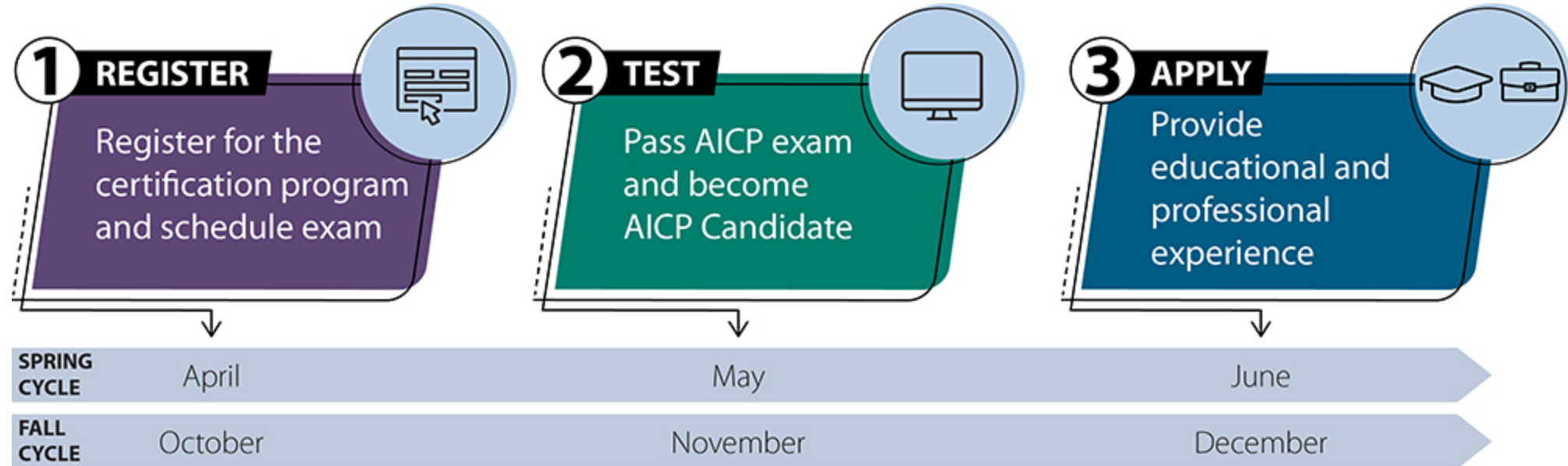
Brenden Resnick, AICP Candidate

Abby Wiles, AICP, Professional Development Office

Why AICP?

AICP Certification brings value to your career, the organization you work for, and the communities you serve. Certification demonstrates your expertise, shows your commitment to professional ethics, and helps to distinguish yourself in the job market.

One Path to AICP Certification

TIP: Read the AICP Certification Guide about the whole certification process before registering for the exam!

Step 1: Register and Schedule Exam

Details

- Open to ALL APA members regardless of their education or experience
- Submit registration when prepared to test for upcoming exam
- Confirm understanding of requirements
- Agree to abide by the AICP Code of Ethics
- Schedule in-person or online remote exam appointment

Step 2: Test

Take Exam

Pass and become AICP Candidate

Details

- AICP Candidate designation used by all passing testers
- Must maintain APA membership to use the AICP Candidate designation
- Remain AICP Candidate until required minimum experience is earned

Fall 2023 Cycle: NOW

STEP 1: REGISTRATION

Opens: Monday, October 2, 2023 at 9:00am CST

Closes: Tuesday, October 31, 2023 at 3:00pm CST

Transfer Deadline: Monday, November 27, 2023 at 3:00pm CST

STEP 2: EXAM

Exam Window: November 1–29, 2023

STEP 3: EXPERIENCE

Opens: Monday, December 4, 2023 at 9:00am CST

Closes: Friday, December 29, 2023 at 3:00pm CST

Spring 2023 Cycle

STEP 1: REGISTRATION

Opens: Monday, April 1, 2024 at 9:00am CST

Closes: Tuesday, April 30, 2024 at 3:00pm CST

Transfer Deadline: Monday, May 27, 2024 at 3:00pm CST

STEP 2: EXAM

Exam Window: May 1–30, 2024

STEP 3: EXPERIENCE

Opens: Monday, June 3, 2024 at 9:00am CST

Closes: Thursday, June 27, 2024 at 3:00pm CST

Step 3: Apply

Provide education &
Document experience via criteria

AICP

Education = Transcript	Experience = Form
PAB Graduate degree in Planning	2 years
PAB Bachelor's degree in Planning	3 years
Non-PAB Graduate degree in Planning *Checkbox to self-verify applicable knowledge areas of exam in curriculum to ensure their program is planning*	3 years
Any other post-graduate, graduate, or undergraduate degree	4 years
No college degree	8 years

+

Experience evaluated via experience criteria

Experience Assessment

Same Certification Credibility

- The criteria for AICP Certification have not changed
- Provide education and employment history
- The Assessment allows you to demonstrate how your professional planning experience meets the criteria using:
  - **Checklists** to show how the entirety of your submitted experience meets the criteria requirements
  - **Open response fields** to provide a specific project example that demonstrates how your professional experience meets the criteria

New Eligibility Pre-Check Resources

Planning Experience Worksheet

Confirm your experience qualifies and meets AICP's definition of professional planning experience.

Interactive Experience Calculator

Total up your years of professional planning experience to see how soon you can submit your Planning Experience Assessment.

Planning Curriculum Worksheet

Confirm how much professional planning experience you'll be required to provide.

All resources available at www.planning.org

Exam Composition

Research and Assessment Methods (11%)

Fundamental Planning Knowledge (15%)

Communication and Interaction (13%)

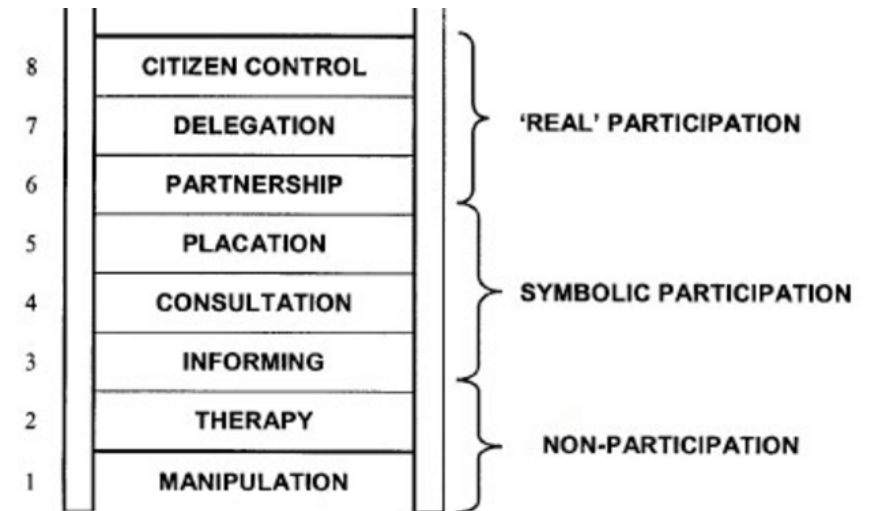Plan and Policy Development (15%)

Plan Implementation (12%)

Administration and Management (6%)

Leadership (6%)

Areas of Practice (12%)

AICP Code of Ethics and Professional Conduct (10%)

https://www.planning.org/certification/examprep/selectedreading/

Exam Prep: Resources

Tons of resources online, especially through the **Pennsylvania Chapter:**

- Professional Development Committee Study Notes (2007) *
- NC Chapter Planning Law Case Chart 2012
- Practice Q&A *
- Jennifer Cowley AICP Exam Review Session (2008)
- Ethics Scenarios and Discussion (APA)
- APA AICP Exam webpage
- APA Policy Guides
- PLAN-310: Planetizen AICP Exam Online Preparation Course
- Planningprep.com *
- Morrison Media Study Guide
- Cyburbia

Exam Prep: Favorite Resources

Abby

- The Practice of Local Government Planning (aka "Green Bible)
- Everyday Ethics for Practicing Planners by Carol Barrett
- Rural by Design by Randall Arendt
- Design with Nature by Ian McHarg

Brenden

- Planetizen course with practice exams (comes with 6)
- Resources from Florida Chapter
- Notes from History and Theory of Planning course

Exam Prep: Other Resources

- Read "An AICP Success Story (or, the Year AICP Ate My Life)" by Megan Lehman, AICP

- Review materials from the American Planning Association:
  - Last several years of Planning magazine
  - AICP Code of Ethics
  - APA Policy Guides

- My study cards are on Quizlet: https://quizlet.com/633109864/abbys-deck-flash-cards/?i=40yyr4&x=1jqY

Exam Prep: Tips

- Start early
- Understand APA
- Don't just memorize facts, understand the history and context
- Don't just rely on online quizzes (like planningprep and quizlet); make sure to read the source materials
- Study breadth, not depth
- Know material forwards and backwards
- Know how to perform basic planning calculations (SF to acre, calculate FAR, etc.)
- Use study habits that work for you
- Have fun!

Questions?

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