



THE CFAA PROGRAM IS HERE!



The National Association of Student Financial Aid Administrators is excited to launch the Certified Financial Aid Administrator (CFAA®) program in 2019–20!

YOUR VOICE HAS BEEN HEARD

The CFAA Program is for financial aid professionals who are dedicated to advancing their careers and enhancing their knowledge of Title IV aid administration. Designed to complement your on-the-job expertise, this voluntary certification brings a valuable benchmark to our community, providing the foundation for continued professional development and career growth.

BE ONE OF THE FIRST TO EARN A CFAA

Financial aid professionals have always worked diligently to protect the integrity of student aid programs. The CFAA certification recognizes financial aid administrators for their role as stewards of taxpayer dollars and institutional funds, their contributions to the success of their institutions and their students, and their commitment to the highest standards of ethical behavior.

HOW DO I BECOME A CFAA?

- **STEP 1:** Complete an application showing you meet all qualifying criteria
- **STEP 2:** Upon approval, schedule your CFAA Exam session during an upcoming testing window
- **STEP 3:** Prepare for the CFAA Exam by reviewing the Exam Content Outline and the Core Resources identified in the CFAA Candidate Handbook
- **STEP 4:** Pass the CFAA Exam



WHAT WILL THE EXAM EXPERIENCE BE LIKE?

Once your application is approved, you will schedule your exam session and take the CFAA Exam online using NASFAA's Testing Center. Prior to your scheduled exam session, you will make sure your testing location meets all of the technical and physical requirements outlined in the Candidate Handbook. During the exam session, you will be monitored remotely via webcam. You will have up to two hours to answer approximately 115 multiple choice questions, not including the time it takes to connect to the virtual proctor. You will learn the outcome immediately, and you will be able to view a diagnostic report showing your performance in each content area.

WHAT IS THE SCHEDULE FOR TESTING?

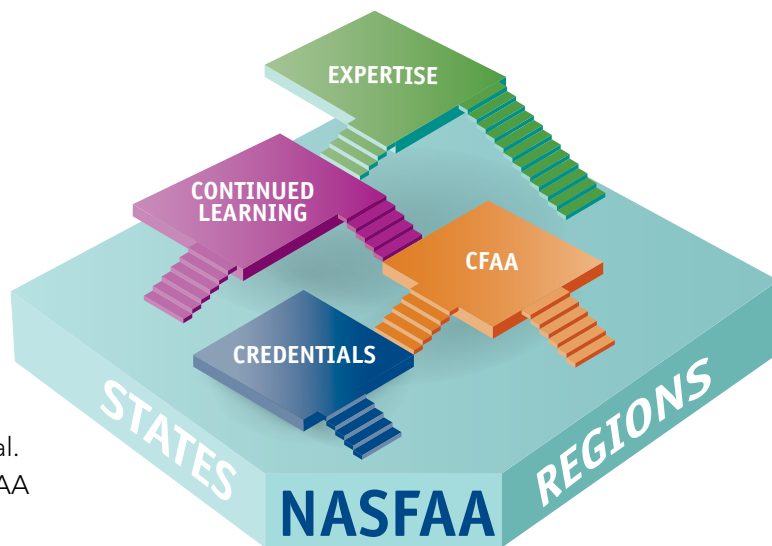
NASFAA plans to open the following testing windows during the 2019-20 year:

- October 7–21, 2019
- December 9–23, 2019
- February 10–24, 2020
- April 6–20, 2020
- June 1–15, 2020

HOW MUCH DOES IT COST?

The application fee is \$50 and the CFAA Exam fee is \$375. If you are not successful on your first attempt, you may retake the exam once for an additional fee of \$275 within the 12-month period that began as of initial approval. A recertification fee of \$300 is required to maintain the CFAA designation once every three years.*

* Fees are subject to change.



WHAT BENEFITS DO I GET AS A CFAA?

- Use of the CFAA® designation after your name
- Inclusion on the CFAA Registry*
- Become part of the community of CFAAs
- Invitations to participate in professional development opportunities
- Public recognition of your knowledge and experience as a financial aid professional

* You may opt out of the CFAA Registry by notifying cfaa@nasfaa.org



WHERE CAN I GET MORE INFORMATION?

Find additional information about the program online at www.nasfaa.org/cfaa or contact us at cfaa@nasfaa.org.