|  |  |  |  |
| --- | --- | --- | --- |
| *IPMA level applied for (choose only one)* | | | |
| Domain Project | Choice | Domain Program and Portfolio | Choice |
| IPMA Level B®, Certified Senior Project Manager |  | IPMA Level B®, Certified Senior Program Manager |  |
| IPMA Level C®, Certified Project Manager |  | IPMA Level B®, Certified Senior Portfolio Manager |  |
| IPMA Level D®, Certified Project Mgmt. Associate |  |  |  |

**Please send questions and application as a PDF file to** [**vottun@vsf.is**](mailto:vottun@vsf.is)

**Assessments must be completed within eighteen (18) months from exam.**

|  |  |
| --- | --- |
| **Personal Data** | |
| **Applicants Name** | **Kennitala - ID number** | |
|  |  | |
| **Home Address** | **Home telephone** | |
|  |  | |
| **Postalcode and place** | **GSM - Mobile** | |
|  |  | |
| **Company and Position** | **E-mail** | |
|  |  | |
| **First Referrer (Senior Manager or Client)** | **Telephone** | |
|  |  | |
| **Second Referrer (Team Member)** | **Telephone** | |
|  |  | |

| **Applicant Confirmation** | | |
| --- | --- | --- |
| Required documents can be found on: <https://www.vsf.is/is/vottun/umsoknir> | | |
|  | Yes | No |
| I have read and understand the IPMA Code of Ethics and Professional Conduct, and I agree to comply with them during the validation of my certification. |  |  |
| I know the certification process, the cost and terms. |  |  |
| I am familiar with the duties of the certification holder and the consequences that the misuse of the certification may entail. |  |  |
| After having passed the certification I agree that my name may be published on IPMA´s webpage. |  |  |
| I am familiar with my possibilities for complaints and appeal. |  |  |

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| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| |  |  | | --- | --- | | **Address for invoicing** | | | **Company - Billing name** | **Kennitala - ID number** | | |  |  | | | **Address for Invoicing** | **Business phone** | | |  |  | | | **Postalcode** | **GSM - Mobile** | | |  |  | | | **E-mail Address for Invoice** |  | | |  |  | |  |  |  | | --- | --- | | **Required Supporting Information** | | | **B, C and D level** | **Curriculum Vitae with picture.**  **Self-Assessment** | | **B and C level** | **Overview of major projects**  **Detailed description**  **Project complexity** | | **B level** | **Report extract (**Short overview of expected content of the report) |   All applicant information is confidential. Employees and assessors are not authorized to give out any information regarding applications. Access to data is controlled according to IPMA guidelines.  I hereby confirm my application:  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  **Place and date Applicant name**  **Til útfyllingar af VSF, við móttöku umsóknar - For VSF use only, do not write** | | | |
| **Móttekið, dags. – Date received** | **Umsóknargjald - Application fee** | **Umsóknargjald - Application fee** | **Umsóknargjald - Application fee** |
| **Móttakandi – Receiver** | **Dags.samþykktar - Approved, date** | **Dags. prófs – Exam Date** | **Dags. viðtals – Date of interview** |
| **Matsmaður – Assessor** | | **Matsmaður – Assessor** | |
| **Prófdómari – Exam Assessor** | | **Prófdómari – Exam Assessor** | |