RIA Advanced Certification Pathway

9. RIA Staff, upon notice from the Advisors that the final report or research project has been official approved, adds the new Certificant to RIA database system with their new Certificant number.

New Certificants certification begins the date they are approved; however their 3-year cycle begins based on their approval date. Jan-June begin at the 1st of the current year; July – Dec begin the following year.

8. Approval of Final Report or Project and Approval from the Certification

10. RIA Staff, upon notice from the Advisors that the final report and/ research paper has been approved, notifies Certificants of their acceptance as a new Certificant and sends all pertinent data such as #, forms, and information on Induction Ceremony. While the Induction Ceremony is a time-honored tradition, it is not mandatory for the Certificant to attend.

7. Completion & Submission of Final Report, Capstone Project or Final

6. Take Certification Exam;
RIA passing score: must achieve score 80% or better

5. Attendance at RIA Certification School or Prep/Exam Course

4. Attend pre-requisite courses

3. Applicant agrees to Background check and Acceptance into Certification Program

2. Applicant submits Application & appropriate documentation to RIA for review.
Application is reviewed along with pre-requisite courses, verification of work experience, estimates processes payment of non-refundable processing fee.
Applicant is either accepted or counseled on further action.
Accepted Applicant is than termed "Candidate" and may be sent a Diagnostic test to determine their skill and knowledge sets.

1. Applicant contacts RIA about advanced certification and is counseled about certification program and is counseled on requirements for the application process.
2. All RIA certifications' applications and submission processes are posted on RIA's website.