

RIM Professional Certifications Quick Guide



CREDENTIAL	FOCUS AREAS	ORG.	REQUIREMENTS	COST
Certified Records Manager (CRM)	(Part 1) Mgmt. Principles & the RIM Program (Part 2) Records and Info.: Creation and Use (Part 3) Records Systems, Storage & Retrieval (Part 4) Records Appraisal, Retention, Protection, and Disposition (Part 5) Technology (Part 6) Business Cases	ICRM	Pre-Reqs: 5 years education + experience Exam: Parts 1-5: Each 100 multiple-choice questions, 85 minutes (can be taken in any order); Part 6: 2 essay questions, 240 minutes Maintenance: 100 CPMs/5 years	\$750 (\$100 App. Fee; \$100 Parts 1-5; \$150 Part 6)
Certified Records Analyst (CRA)	(Part 2) Records and Info.: Creation and Use (Part 3) Records Systems, Storage & Retrieval (Part 4) Records Appraisal, Retention, Protection, and Disposition	ICRM	Pre-Reqs: 5 years education + experience Exam: Parts 2-4: Each 100 multiple-choice questions, 85 minutes (taken in any order) Maintenance: 100 CPMs/5 years	\$400 (\$100 App. Fee; \$100/Part)
Information Governance Professional (IGP)	8 Subject Areas: Steering committee (org. leadership and business units); Authorities (risk, regulation, and best practice); Supports (project and change management); Procedural Framework; Capabilities (Privacy, Searching, and Security); Information Lifecycle; Architecture; Infrastructure	ARMA	Pre-Reqs: None Exam: 140 multiple choice questions; 180 minutes; Passing score >72%; Maintenance: 60 CEUs/3 years across 8 education categories	\$599
Certified Information Professional (CIP)	5 Domains: (1) Creating, Capturing, and Sharing Info. (2) Extracting Intelligence from Info. (3) Digitizing Info.-Intensive Processing (4) Autoating Governance and Compliance (5) Implementing an Info. Mgmt. Solution	AIIM	Pre-Reqs: None; 5 years experience recommended Exam: 100 question, multiple choice exam; 120 minutes; Passing score >60%; Maintenance: 60 CEUs/3 years	\$450
Certified Information Governance Officers (CIGO)	10 Subject Areas: Data Privacy, Analytics, Cybersecurity, Data Governance; Info Risk Mgmt., E-discovery, Records Mgmt., Content Services; Taxonomy & Metadata, and Program Mgmt.	CIGOA	Pre-Reqs: 5 years education + experience Exam: 130 multiple choice questions; 180 minutes Maintenance: 20 CECs/2 years	\$799