



CMMI Certification – CMMI Lead Appraiser and Instructor Recertification Policy

Purpose

This policy applies to former Certified CMMI® Instructors and Certified CMMI Lead Appraisers (LAs) or those who have lost a subset of their certifications and details the requirements for reinstatement of expired CMMI certifications and/or domains.

Scope and Applicability

All CMMI-credentialed individuals are subject to the requirements of this policy. CMMI Institute Partners are responsible for maintaining awareness of each credentialed individual sponsored under their agreement, and for each credentialed individual's progress made in satisfying renewal requirements.

Credentialed individuals must remain in good standing to be eligible for recertification; "good standing" is defined as having no outstanding invoices, having appropriately submitted all course rosters and/or appraisal results, and having no Code of Professional Conduct or CMMI program requirement violations.

In this policy context:

- "Certification" is defined as written assurance (a certificate) provided by CMMI Institute verifying that an individual has met the requirements, e.g., experience, course completion, successful exam completion, to deliver specific CMMI services related to the role, e.g., Certified CMMI Associate, Certified CMMI Professional, Certified CMMI Lead Appraiser, Certified CMMI Instructor and Certified CMMI High Maturity Lead Appraiser.
- "Domain" is defined as a CMMI view area of focus, e.g., Data, Development (DEV), High Maturity (HM), People (PPL), Safety (SAF), Security (SEC), Services (SVC), Suppliers, and Virtual Work (VRT). To deliver CMMI services related to a domain, the individual must hold an active certification in that domain which demonstrates that related course(s), exam(s), and certification(s) requirements have been completed.

Background

If a CMMI-certified individual is unable to satisfy the requirements for renewal of any one of their certifications or Domain Views within the three-year certification period (and subsequent extension, if applicable) as defined in the Partner-Sponsored Renewal Policy ([PC003](#)), the individual is eligible to pursue the appropriate recertification pathway detailed below if they wish to regain their certification(s). CMMI Institute reserves the right to alter the below pathways if any one of the requirements becomes unavailable.

Loss of Certifications

CMMI-credentialed individuals may lose their certifications for one of several reasons:

- **Expiration:** Credentialed individuals who do not accrue the necessary credits during the three-year period and have not requested and received an extension have allowed their certifications to expire.
- **Cancellation:** A credentialed individual may choose to cancel their certifications at any time through written notice to CMMI Institute. When a role is cancelled, it is considered inactive, even if the role is not yet expired.
- **Loss of Sponsorship:** If a Partner organization chooses to end sponsorship for a credentialed-individual's certified roles, the Business Point of Contact must communicate the request in writing. Any role that is not sponsored is considered inactive, even if the role is not yet expired.
- **Suspension or Termination:** Credentialed-individual certifications can be suspended or terminated by CMMI Institute in accordance with the Certification Agreement due to a Code of Professional Conduct violation.

If a certification is lost for any of the reasons above, the individual will no longer be listed in the CMMI Partner Directory, and no support fees will be refunded.

Reactivation of Certifications

If an individual would like to reactivate an inactive certification that was cancelled or lost sponsorship, but has not expired or been terminated, the individual may write to CMMI Institute with their request to reinstate. CMMI Institute will invoice the individual's current sponsoring Partner for any unpaid support fees from the time when the certification became inactive and the support fees for the current billing year. Once the support fees have been paid, the certification is re-activated, the Partner Directory is updated, and the credentialed individual is able to resume delivering CMMI services.

If an individual would like to reactivate a certification that has expired, they must complete the requirements for recertification for the specific certification.

Recertification

If a former Certified CMMI Lead Appraiser or Instructor would like to reactivate an expired certification that has been inactive for fewer than 12 months, the individual must complete the requirements for recertification below:

1. Submit a written request to CMMI Institute to reactivate the certifications, along with a detailed plan outlining how they plan to make up the renewal credits necessary in the first six months of being recertified.
2. Retake and pass the CMMI Professional Exam if the individual has completed the High Maturity Concepts (HMC) course and is a Certified CMMI Practitioner. Otherwise, the individual will need to complete HMC, achieve the CMMI Practitioner certification, and retake and pass the CMMI Professional Exam.

3. Pay for the support fees from the inactive time as well as the support fees for the current billing period.

If a formerly certified CMMI Lead Appraiser or Instructor would like to reactivate a lapsed certification that has been inactive for more than 12 months, he or she must complete the requirements for re-certification by restarting and successfully completing the applicable [Lead Appraiser](#) and/or [Instructor](#) pathway in its entirety including completing all required courses, exams, and observations.

Additional References

- Questions regarding this policy should be submitted via support.isaca.org
- Published policies are available at cmminstitute.com on the policy page: <https://cmminstitute.com/partners/policies>

Revision History

Version Number	Date Published	Date Effective	Changes
V1.1	11 July 2025	4 March 2024	Updated with CMMI Institute branding
V1.0	4 March 2024	4 March 2024	Initial release