CERTIFICATION MANAGEMENT

Upgrading or implementing certification programs is a top priority for nonprofits to improve member engagement and support continuing education. Whether you manage the entire certification process or just need to keep track of CEU credits, MemberSuite can help you achieve your objectives.

Our Certifications solution is highly configurable – empowering you to design and implement an application process that meets your organization's needs. The solution is flexible and can grow with your organization as your programs mature.

STREAMLINE CERTIFICATION AND ACCREDITATION PROGRAMS

CONFIGURE APPLICATION WORKFLOWS.

Leverage the configurable workflow engine to design the process that fits your programs' needs, including managing multiple application workflows and rule-sets to allow both Individuals and Organizations to apply for Certification or Accreditation.

ENSURE APPLICANTS MEET CRITERIA.

Set submission eligibility rules to ensure applicants meet a minimum criterion before submitting an application.

AUTOMATE APPLICATION APPROVAL.

Save time by automating the approval process for certification applications. Allow MemberSuite to verify application requirements and grant certification based on those requirements

ASSIGN CEU CREDITS.

Assign CEU credits to those who attend a particular event, session, or course.

MANAGE CERTIFICATIONS & CEU CREDITS.

Track certification programs including components and CEU's by credit type, with the ability to generate real-time reports.

SCORE APPLICANTS AUTOMATICALLY.

Add and subtract points automatically based on workflow answers with the autoscoring feature.

BULK IMPORT CEU CREDITS.

Using the MemberSuite DIY import tool, staff is able to easily upload CEU credits in bulk to the system.

⊘ FACILITATE COMPLIANCE.

Quickly access certifications by member to facilitate compliance with regulations and contractual obligations.

⊘ DEPENDABLE SINGLE SOURCE OF TRUTH.

Store all certifications in one place – leading to easy audits and efficient tracking for regulatory compliance.

⊘ INTEGRATE YOUR LMS.

Easily integrate your LMS to import exam scores into MemberSuite for real time updates on exams.

⊘ SET EXAM PRICING.

Save time by setting pricing for exams based on the exam location and registration window. Also allow for setting capacity on the location of an exam.

EMPOWER APPLICANTS TO SELF-SERVE

⊘ SEE THE APPLICATION STATUS.

Allow constituents to view their application status online in real-time and communicate status of certifications to all interested parties.

⊘ PRINT PROOF OF CERTIFICATION.

Let constituents print their own certificates for Certifications and/or CEU Credits, as well as print transcripts of all CEU Credits they've earned from or reported to your organization.

⊘ IDENTIFY MISSING REQUIREMENTS.

Leverage highly configurable alerts throughout the workflow to notify applicants of missing requirements at each step of the application process.

⊘ INCREASE MEMBER ACCOUNTABILITY.

Send member reminders of upcoming expirations and renewals.

⊘ UPLOAD INFORMATION.

Allow individuals to upload high resolution documents, self-report CEU credits (verified or unverified), and view their CEU credits.

⊘ MANAGE "MY PROFILE".

Let applicants update their profile during the application process without having to exit the application.

Manage. Engage. Grow

MemberSuite is the most configurable association management software on the market. The powerful AMS provides mid- and upper-market level membership organizations with applications that deliver the functionality, integration, reporting, and support that empower associations to manage, engage, and grow membership.

To learn more, visit **MemberSuite.com**