



COBie Certified Professional™

POLICY AND PROCESS

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Contents

1. Purpose of this document:	1
2. Background	1
3. About COBie Foundation	2
4. About COBie Certified Professional™	2
5. COBie Certified Professional™ Examination	3
6. COBie Certified Professional™ Exam Costs.....	5
7. COBie Certified Professional™ Exam Process Flowchart.....	6

1. Purpose of this document:

This document is a policy and processes guideline for the buildingSMART International COBie Certified Professional™ scheme. buildingSMART may periodically revise this document as required. The current version is to be found at the COBie Certified Professional website resources page: <https://cobie.buildingsmart.org/resources/>.

2. Background

The Construction Operations Building information exchange (COBie) format is one of the most widely implemented Industry Foundation Classes (IFC) based standards. Initially published in 2007, COBie is now part of the National BIM Standard - United States® and is mandated by British Standards. Beyond the US and UK, COBie requirements are found in contracts in many countries.

COBie Certified Professional™ is an international scheme developed and offered by buildingSMART International under the Professional Certification program to support COBie training and assessment.

buildingSMART Professional Certification was initiated in 2016, with the goal to provide a global benchmark for openBIM training and competency assurance. As of January 2020, the program is being adopted in 24 countries.

Professional Certification is structured as a two-tier system, whereby “Foundation” resonates to knowledge-based learning, and “Practitioner” addresses practical expertise, or applied learning.

COBie is addressed in both tiers of buildingSMART Professional Certification.

In tier 1 (**Professional Certification – Foundation**), there is the COBie Foundation
In tier 2 (**Professional Certification – Practitioner**), there is COBie Certified Professional™

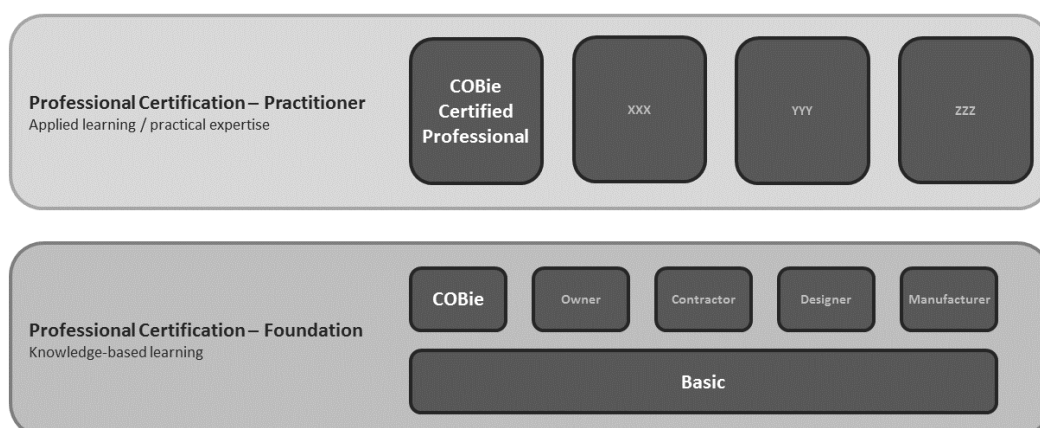


Figure 1: buildingSMART Professional Certification two-tier structure with indicative curriculum

Further general information about the buildingSMART Professional Certification program can be found at: <https://education.buildingsmart.org/>

3. About COBie Foundation

3.1. General

The COBie Foundation is still in development. The following section provides some insight, and more general Information about **Professional Certification - Foundation**, can be found at: <https://education.buildingsmart.org>.

3.2. Qualification

An individual who is Qualified to the level of COBie Foundation has demonstrated general knowledge of the organization and application of the COBie standard sufficient to draft and manage standards based COBie contract requirements.

3.3. Qualification Process

In order to receive a COBie Foundation certificate a candidate must attend a buildingSMART approved training and pass the 30 minute online multiple choice COBie Foundation examination.

3.4. Release Date

The COBie Foundation exam is expected to be available for the public in late-2020. As work on this program proceeds, the COBie website will be updated (<https://cobie.buildingsmart.org>).

4. About COBie Certified Professional™

4.1. Qualification

A COBie Certified Professional™ has demonstrated their knowledge in the technical details of the COBie standard and in their ability to interpret that standard based-on real-world application.

4.2. Qualification Process

A candidate must register with bSI and successfully complete an on-line examination. Whilst formal training is not a prerequisite for the examination, it is recommended.

4.3. Eligability

COBie Certified Professional™ is an open to any individual around the world. The individual need not be a buildingSMART members, nor must they have attended an authorised COBie training. The designation COBie Certified Professional™ is a personal designation only. Although organisations may not claim they are COBie Certified Professionals, they may wish to identify that they employ such professionals. They may do so only by listing these employees' names, certification number, and certification dates.

4.4. Release Date

The COBie Professional Certification™ exam has been operational since April 2020. Further information can be found at <https://cobie.buildingsmart.org/>

5. COBie Certified Professional™ Examination

5.1. Examination Format

The COBie Certified Professional™ examination is an uninterrupted two-hour exam and contains 160 randomly selected questions drawn from a question bank of over 600 possible questions. Question formats include the following: multiple choice (pick one), multiple choice (pick multiple), short answer, and true/false. Some questions require the candidate to extract or evaluate COBie-relevant information from typical design and construction sources.

5.2. Examination Process

Passing the COBie Certified Professional™ Examination demonstrates a mastery of the COBie standard and its generic application to typical building design and construction practice. The candidate will receive a grade of Pass or Fail. bSI employs a proprietary method to normalize the raw scores achieved on each exam to ensure that difficulty level is taken into account when identifying the line between passing and failing.

5.3. Score Notification

Candidates will be notified of their grade by electronic mail from bSI within forty-five (45) days of the examination date.

5.4. Testing Location

The COBie Certified Professional™ Examination is an on-line exam. It may be taken anywhere at any time. Candidates will be required to verify their identity and agree to video monitoring as part of the exam.

5.5. Testing Platform

The testing platform is developed on Moodle and can be access via a web browser on a desktop or laptop computer. Candidates must have camera and microphone attached to the computer, which must be active during the exam. Use of all other electronic devices at any time during the exam is prohibited.

5.6. Certificate

Upon successful completion of the exam, each candidate will be able to download their certificate from the exam web site.

5.7. Online Registry

Candidates who has passed the examination are allowed to have their name, certification number, certification date, and certification status published on the registry page of the COBie Certified Professional™ website. This will only be done once the candidate has been informed of their grade. This registry allows others to verify that a student has indeed obtained the COBie certification.

5.8. Certification Status

Once a candidate has passed the examination the status of their certification on the online registry will be identified as “Active”. Should a candidate not renew according to the policy below, their status will be changed to “Inactive.” Should the candidate’s certificate be revoked according to the policy below, their status will be changed to “Revoked”.

5.9. Re-test

If a candidate fails their first test, they may register to take one retest within 90 days of the date on the exam result notification email. Note that retest fees apply. The examination status will not be made public if you do not pass.

5.10. Recertification

Recertification is required every five (5) years or when the standard is substantially modified. If portions of the standards are modified, specific tests may be prepared for individuals that are already certified. Certification holders will be notified if re-testing is required and would have six (6) months to take the modified sections tests. If re-testing does not take place within the six (6) month period, then the certification holder would have to retake the test in its entirety.

Should you fail to recertify, buildingSMART International will indicate by changing your certification status to “Inactive”. This indicates that in the past you held a certification.

5.11. Preparation

The COBie Certified Professional™ examination is a rigorous two-hour exam. Only those who have studied the COBie standard in detail and have delivered COBie data during both design and construction phases of a building project will successfully pass this exam. For those who wish to complete formal courses that will prepare you to take the exam, bSI will publish a study guide and list of qualified training resources following the release of the examination.

5.12. COBie standard

The primary source for the COBie Certified Professional™ Examination is the COBie standard itself. The current version of the COBie standard (COBie 2.4) may be downloaded directly from <https://www.nationalbimstandard.org/>. Within the set of files downloaded, the two files you will need are Chapter 4.2 and the associated Annex A.

5.13. Examination resources

Only those electronic materials explicitly identified at the start of each exam may be used during the the COBie Certified Professional™ Exam or the COBie Foundation examination. You may not get help from anyone else; all work must be your own. Before taking the exam, you must agree to these restrictions and consent to remote monitoring.

Should there be any question regarding the use of external resources at any time following your exam, buildingSMART International reserves the right to remove you from the list of certified or qualified individuals. All decisions in this regard by buildingSMART International are final and may not be appealed.

5.14. Revoke of certification

bSI reserves the right to revoke your certification. After successfully passing the exam, should buildingSMART International become aware of the use of outside assistance during the exam, you will be notified that your certification is to be changed to “Revoked”. A notification will be given and after a thirty (30) period buildingSMART International will decide the matter. Should a decision to “Revoke” be made, the candidate’s website certification status will be changed to “Revoked”. This decision may not be appealed.

6. COBie Certified Professional™ Exam Costs

6.1. Exam Costs¹

The cost for the COBie Certified Professional exam are:

- 500 Euro Initial Exam, buildingSMART Member Fee²
- 750 Euro Initial Exam, non-buildingSMART Member Fee
- 125 Euro Initial Exam, Retest Fee
- 250 Euro Requalification Exam Fee

¹ 20% VAT applicable on invoices to all private individuals and UK companies

No VAT applicable on invoices to companies in EU or Rest of World

² For buildingSMART Chapter member, they must provide proof of membership in order to receive discount. At a minimum, this proof would be a Chapter membership payment receipt from your local Chapter.

6.2. Discounts

buildingSMART offers discounts to approved candidates meeting one of two criteria:

- a) employees of national, state, or municipal government agency, educational institution, or not-for-profit organization, or
- b) groups of candidates of three or more persons from one company or organization.

The discount amount is 10% off the initial exam fee. There are no discounts on other fees. No more than one discount can be applied.

6.3. Discount application

To apply for a discount or get further information, contact cobie@buildingsmart.org. Once approved as a discounted group, each candidate must individually apply to sit for the exam and identify themselves with the discount code provided.

7. COBie Certified Professional™ Exam Process Flowchart

