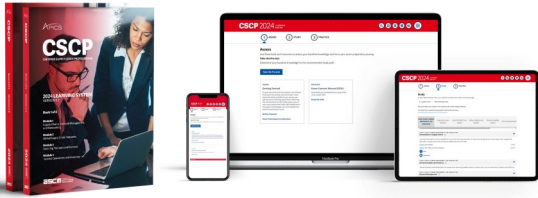


APPROACH YOUR BOSS FOR SUPPORT

To earn the APICS Certified Supply Chain Professional (CSCP) designation



You know the benefits that CSCP certification and the CSCP Learning System will bring to you and your organization. Now it's time to ask for the support of your manager. We can help!

Use this document to make a case for your training request, draft discussion points for an in-person meeting, and craft an initial email to your boss.

Making Your Case for Training Support

Before you approach your boss, consider your answers to the questions below. It will be much easier for your employer to approve your request if you can show that this training will not only benefit you and your career, but the entire organization. Use these questions and answers as discussion points for an in-person meeting.

- 1** What are the current initiatives at your company or within your department? How can planning and inventory management training help you meet these challenges and influence your company's business objectives?
- 2** Will you complete the CSCP Learning System only for professional development and skills? Or are you also interesting in pursuing CSCP certification and taking the CSCP exam?
- 3** What parts of the CSCP Learning System interests you the most and how will your new skills and knowledge benefit your company? Even if training isn't currently a high priority at your company, discussing how it will benefit your department and your company can help your supervisor justify the investment. Use the **Module Content Outline** to point out specific topics.
- 4** How much will your training cost in terms of out-of-pocket expenses? Will your training qualify for any tuition reimbursement or assistance programs, department training budgets, or state-funded training grants?

Preparing a Budget

Doing some research in advance and preparing a budget will help your supervisor make an informed decision. We also recommend you provide your supervisor with the **Top Five Reasons My Employer Will Benefit**.

5 Ways Your Organization Will Benefit From Your CSCP Certification

There are many reasons to pursue the APICS Certified Supply Chain Professional (CSCP) designation. Check out the value of certification and professional development goals. It's time to talk to your manager. Help your manager understand the value of certification and build a business case for certification and training as a worthwhile investment. Schedule a meeting with your manager and arrive prepared with the powerful talking points provided below. They demonstrate why your organization should support your efforts to prepare for and attain the CSCP certification.

- 1 MY KNOWLEDGE WILL BE CURRENT AND RELEVANT**
The CSCP is based on a comprehensive body of knowledge, best practices and standards for the supply chain management profession. It was developed, in part, by surveying thousands of industry professionals to assess relevant knowledge. Through this program, I will learn what supply chain management professionals need to know and how to put that knowledge to work.
- 2 I WILL LEARN PRACTICAL SKILLS THAT WILL IMPACT MY JOB IMMEDIATELY**
Other programs for the certification don't offer the CSCP Learning System. I will be able to manage a business as well as understand the value of certification and build a business case for certification and training as a worthwhile investment. I will be better equipped to align our business objectives with proven global supply chain strategies to increase revenue, increase value to suppliers and customers and protect profits.
- 3 THE CERTIFICATION IS DEVELOPED WITH EMPLOYERS IN MIND**
Now, more than ever, supply chain leaders are required to assume a global role, contributing to and advancing their organization's future. Achieving my certification means I'll be ready to take on new roles and responsibilities. I will be better equipped to align our business objectives with proven global supply chain strategies to increase revenue, increase value to suppliers and customers and protect profits.
- 4 MY KNOWLEDGE AND SKILLS WILL BE GLOBALLY RECOGNIZED**
The best and most in-demand knowledge and skills need to be globally applicable. Earning this certification will give me the recognition and flexibility to use my knowledge, skills and competencies anywhere our organization operates, now and in the future.
- 5 MY CERTIFICATION AND TRAINING IS PROVIDED BY THE LEADING ADVOCATE FOR SUPPLY CHAIN PROFESSIONALS**
APICS has represented the supply chain operations and logistics community for nearly 60 years, and has over 45,000 members worldwide. Training of this caliber and reliability provides an opportunity from which our whole organization can benefit—efficiently saving our organization time and money through improved productivity, collaboration and innovation.

APICS BECM

CSCP

CSCP Certification: Employer Funding Email Template

Do you want to reach out to your employer about funding your certification preparation? You may want to start out with sending an email to your manager. We've provided an email template below with three different messaging options to help get you started.

<REPLACE AND/OR REMOVE BLUE TEXT PRIOR TO USING THIS TEMPLATE>

Subject: Training Opportunity

Alternative 1: Help Meet Company/Organization Goals

I've been thinking about <<insert organization name>>'s commitment to <<insert company strategy/goal>> and how our team can be a proactive player in its achievement.

I've found a great training program that teaches <<key topics addressing strategy/goal>> which I feel are vital knowledge areas and skills that can help me and others on our team make a difference.

Alternative 2: Help Meet Personal/Team Goals

I know you're always on the lookout to find great training programs that will help our team stay at the forefront of supply chain best practices. I've found a program that will help me <<and the rest of the team>> meet <<our/my>> 2024 training goals while building our credibility within the organization and beyond.

Alternative 3: Value of Training/Credentials

I'm writing you in hopes that you will support my goal of advancing my knowledge and practical skills. The return on investment in professional development can be exponential, both from an individual and organizational standpoint. I've found a program that is practical and extremely relevant to my position.

The APICS CSCP Learning System is a professional development and certification preparation program. It's the only supply chain certification that encompasses the end-to-end global supply chain. APICS CSCP designees gain the skills to effectively manage global supply chain activities that involve suppliers, plants, distributors, and customers located around the world. The topics covered in the program were developed by APICS, subject-matter-experts and business leaders worldwide with a goal of improving job effectiveness. In addition, I'd have the flexibility to study on my own through a self-study format or enroll in a local or online course.

The CSCP Learning System will not only help me increase my supply chain knowledge, it can also help me prepare for the APICS CSCP certification exam. By participating in the training and earning my certification, I can make a positive impact on our organization in many ways, and here are just a few of them:

- [Include examples here](#)
- [Include example here](#)

Thanks for considering this educational opportunity. I would be happy to discuss it further in person.

Sincerely,

<<insert your name>>



5 Ways Your Organization Will Benefit From Your CSCP Certification

There are many reasons to pursue the **APICS Certified Supply Chain Professional (CSCP)** designation. Once you set your certification or professional development goal, it's time to talk to your manager. Help your manager understand the value of certification and build a business case for certification and training as a worthwhile investment. Schedule a meeting with your manager and arrive prepared with the powerful talking points provided below. They demonstrate why your organization should support your efforts to prepare for and attain the CSCP certification.

1 MY KNOWLEDGE WILL BE CURRENT AND RELEVANT

The CSCP credential is the only supply chain certification that encompasses the end-to-end global supply chain. It's based on a comprehensive body of knowledge, best practices and standards for the supply chain management profession. It was developed, in part, by surveying thousands of industry professionals to ensure real-world relevancy. Through this program, I will learn what supply chain management professionals need to know and how to put that knowledge to work.

2 I WILL LEARN PRACTICAL SKILLS THAT WILL IMPACT MY JOB IMMEDIATELY

When I prepare for the certification exam with the CSCP Learning System, I won't be simply memorizing a textbook, I'll be applying concepts and understanding best practices for handling day-to-day business as well as unexpected scenarios. I'll be learning to manage and integrate global supply chain activities involving our suppliers, plants, distributors, and customers which can lead to improving our current processes and implementing better ones in the future.

3 THE CERTIFICATION IS DEVELOPED WITH EMPLOYERS IN MIND

Now, more than ever, supply chain teams are required to assume a great role, contributing to and advancing their organizations' bottom line. Achieving my certification means I'll be ready to take on new roles and responsibilities. I will be better equipped to align our business objectives with proven global supply chain strategies to streamline operations, increase value to suppliers and customers and impact profits.

4 MY KNOWLEDGE AND SKILLS WILL BE GLOBALLY RECOGNIZED

We live and work in a global economy and my skills need to be globally applicable. Earning this certification will give me the recognition and flexibility to use my knowledge, skills and competencies anywhere our organization operates, now and in the future.

5 MY CERTIFICATION AND TRAINING IS PROVIDED BY THE LEADING ADVOCATE FOR SUPPLY CHAIN PROFESSIONALS

APICS has represented the supply chain, operations and logistics community for nearly 60 years, and has over 45,000 members worldwide. Training of this caliber and reliability provides an opportunity from which our whole organization can benefit—ultimately saving our organization time and money through improved productivity, collaboration and innovation.

CSCP

CERTIFIED SUPPLY CHAIN PROFESSIONAL

STEPS

1 Decide if CSCP is right for you

Earning the APICS CSCP arms you with end-to-end supply chain knowledge to help you and your business remain competitive in today's economy. Boost your confidence in supply chain management and master the skills needed to bring new ideas to suppliers, plants and distributors while improving customer satisfaction. With the CSCP program, you'll gain valuable experience to effectively manage global supply chain efforts and implement essential concepts and strategies to improve day-to-day operations.

CSCP content is broken into eight comprehensive modules:

Module 1: Supply Chains, Demand Management, and Forecasting

Module 2: Global Supply Chain Networks

Module 3: Sourcing Products and Services

Module 4: Internal Operations and Inventory

Module 5: Forward and Reverse Logistics

Module 6: Supply Chain Relationships

Module 7: Supply Chain Risk

Module 8: Optimization, Sustainability, and Technology

2 Choose your learning option

All certification prep starts with the APICS Learning System, but we offer different study options to help you find the right study method for your schedule and learning style. Choose between self-study, instructor-led, or instructor-supported. Customized group training options are also available.

Self-study

Allows you to study on your own when and where your schedule allows by combining printed books with the online interactive platform. Self-study is ideal for self-starters and those with variable schedules.

Instructor-led

Classes are offered in-person and online by APICS partners worldwide. Instructor-led classes allow you to learn from an APICS-recognized instructor and benefit from valuable peer discussion.

CERTIFICATION ROAD MAP

Earning the APICS Certified Supply Chain Professional (CSCP) designation demonstrates knowledge of the essential technology, concepts and strategies in today's extended supply chain. This road map is a step-by-step guide on how to become a CSCP.

Instructor-supported

Online classes are ideal for those who want instructor support but can't attend classes at a set time. You will have an instructor, but there is no required meeting time, so you can complete the assignments on your own schedule.

Corporate or group training

Training programs are built to suit your organization's specific learning styles, schedules, group sizes and locations.

3 Prepare for the exam

The APICS Learning System is a combination of print and interactive digital materials including quizzes, flashcards and downloadable content. The learning system follows a three part Assess, Study, Practice methodology to help you retain the information.

Assess:

Measure your knowledge with the online assessment.

Study:

Study the learning system modules, flashcards and practice quizzes.

Practice:

Build exam day confidence with a CSCP practice test.

Studying with the APICS Learning System increases your preparedness and chances of passing the exam.

4 Schedule and pass your exam

On average, we recommend 100 hours of study time to pass each exam, but you may need more or less time depending on your experience. Candidates who test within three months of their studies are more likely to pass their exam, so purchase and schedule your exam accordingly.

The exam consists of 150 questions, and you will have 3.5 hours to complete them. The CSCP score range is 200 to 350. Scores 300 points and above are considered passing, and any score 299 points or below is a failing score.

APICS exams are administered via computer-based testing (CBT) at Pearson VUE test centers worldwide, and online through the OnVue system.

5 Display your new credential with pride!

Use your certification credential letters at the end of your name on your resume, LinkedIn profile, and business cards.

Ready to get started?

Purchase the CSCP Learning System today. Become a member and add-on the certification upgrade to save on your purchase.

Visit ascm.org/cscp to get started!

CSCP pricing

Learning System: \$1,940

Members with Certification Upgrade — \$1,390

Exam: \$1,940

Members with Certification Upgrade — \$1,390

Bundle: \$3,505

(Includes CSCP Learning System, Exam and a 2nd Chance Exam)

Members with Certification Upgrade — \$2,515