PeopleCert

Certification Renewal Explained

About PeopleCert Membership

In the past, with limited change and clearly defined career paths, CPD primarily supported steady progression through predictable roles. Today, as change accelerates, CPD still plays that role—but it has also become essential for identifying skill gaps, embracing new challenges, and adapting to evolving career landscapes. It guides us in staying relevant as industries continue to shift.

The value of Certification Renewal

We appear to be at the threshold between Industry 4.0 and 5.0, with our ambassadors split exactly down the middle for where we'll primarily be working in 2025. Smart automation, the Internet of Things, cyber-physical systems, cloud computing and big data characterize industry 4.0. Industry 5.0 builds on those foundations of digital transformation and interconnectivity and adds a crucial human-centric layer emphasizing sustainability and resilience.

›FOR INDIVIDUALS

Career Development
Renewing certifications showcases dedication to growth and leadership, enhancing career prospects and employer appeal.

Competitiveness
Adapt to industry changes and embrace new methodologies, enhancing value to organizations and competitiveness in the job market, offering better prospects for career progression.

›FOR EMPLOYERS

Current Expertise
Keeps teams updated on current trends, methods, and tech, essential for innovation, excellence, customer satisfaction, and project success.

Quality Assurance
Frequent skill refreshment cuts service and project risks, boosting reliability and outcomes, benefiting the bottom line.

Effective Recruitment
Streamlines the recruitment process by prequalifying candidates with up-to-date credentials, ensuring a pool of applicants who are current with industry best practices.

Certification Renewal paths

Collect and log CPD points with PeopleCert Plus

Certification renewal requires accumulating 20 CPD points per year for three consecutive years and maintaining an active PeopleCert Plus Membership.

Take further courses and certifications

Candidates can also choose to keep their certifications current by attending another course and taking an exam within the same Product Suite before your certification's renewal date.

For more information, please refer to the following link, specifically the sections titled **'How do product suites work'** and **'The product suites contain'**:

Read More

Retake

Candidates can renew their certification through retaking their original exam before the renewal date.

Note: Candidates not renewing certification remain on the Successful Candidates Register (SCR) with a note indicating non-alignment with current requirements.

Certification Renewal with PeopleCert Plus

All your certifications stay current with PeopleCert Plus

01. Become a Plus member

Purchase a PeopleCert Plus Membership on peoplecert.org or get it from your Training organization.

02. Keep your Plus Membership active for 3 consecutive years

Since membership is valid for one year, remember to renew it annually.

03. Log 20 CPD points each year

Use our CPD platform within PeopleCert Plus.

At the end of the 3 years, your Certifications will be extended for an additional 3 years.

CPD points explained

Keep your certifications' currency by logging CPD points based on three categories:

Professional experience	Professional education	Community
Professional practice: Applying ITIL, PRINCE2, DEVOPS in the workplace	PeopleCert certifications	Organizing industry / best practice related events
Coaching colleagues in relation to your certifications or learning	Other certifications from PeopleCert Accredited Training Organizations	Contributing to community discussion forums
Mentoring individuals or groups to support their development	Other certifications from non-PeopleCert Accredited Training Organizations	Authoring thought leadership
Work shadowing colleagues in relation to your certification	Professional qualifications from awarding bodies	Attending industry events
	E-learning	Volunteering to share your knowledge and experience
	Reading relevant books, publications, research, whitepapers etc.	
	Engaging with podcasts and webinars	

Rule: 1 hour of engagement = 1 CPD point.

Complete 20 points worth of activities per year.	5 points must come from the Professional Experience category.	The remaining 15 points can be earned from activities across the Professional Education and Community categories.

Examples of earning CPD points though PeopleCert Plus resources

Webinars and Masterclasses:
earn 1 CPD for each webinar you attend

eLearning courses:
complete courses on AI, Project Management and ITSM and earn 4-8 CPD points per course

A wealth of eBooks:
delve into 150+ Official Books, Practice Guides and more, to earn 5 CPD points per resource you read

Articles and other resources:
log 1 CPD point per hour engagement

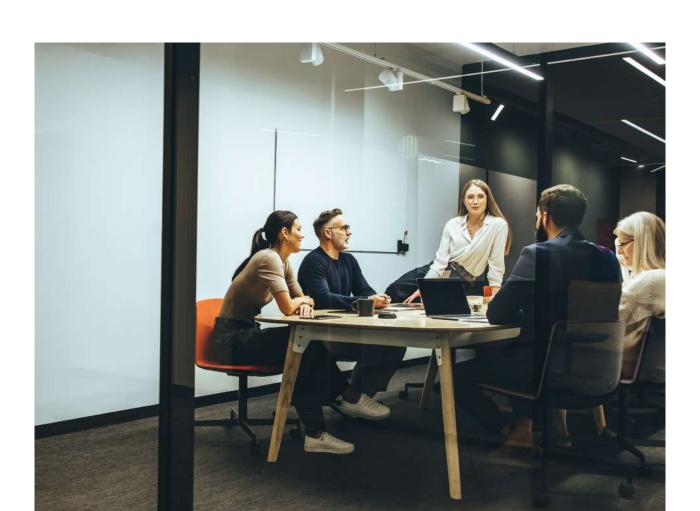Details about how to log CPD points can be found in the following guide: **Read More**

Certification Renewal Offer Valid throughout 2025

3 YEARS EXTENTION

Become a Plus member today and you will extend all your certifications for 3 years.

This offer is exclusive for learners who have not activated a PeopleCert Plus Membershipin the past.

FAQs

Where can I access PeopleCert's CPD platform?
All your certifications, their "Renew by" status and CPD history are available on your PeopleCert account under the MY CERTIFICATES section.

How can I tell if my certification is up for renewal?
In MY CERTIFICATES section you can review the following statuses:
Active: the green color indicates that the certificate is active and their CPD points are up to date.
Active: the orange color indicates that certificate is active but there are pending CPD points to be added.
Not Current: the grey color indicates that the certificate is past its "Renew by" time.

What will happen if I do not log the necessary amount of CPD points for a year?
To follow the CPD renewal path you need to have an active PeopleCert Plus Membership and add 20 CPDs per year for 3 consecutive years. If for an exceptional reason you were unable to do so, please contact PeopleCert Customer Support.

I currently hold certifications from 2 certification families. Can I log the same CPD activity against both?
Yes you can, as long as it is relevant for both certifications.

What is a "Relevant" CPD activity?
A relevant CPD activity is any activity that is related to the certifications you are renewing. For example, for PRINCE2 Project Management this could be listening to a project management related podcast, mentoring an aspiring project manager or even conducting a post project review.

Is it mandatory to add proof of my CPD activity?
This is not mandatory. PeopleCert's Quality team, however, audits against 10% of CPD point submissions.

What should I do if I'm currently not actively employed and cannot complete my 5 CPD points for Professional Experience?
Our CPD programme offers provisions for people that want to maintain their certification current but are unable to work. For further advice please contact PeopleCert's Customer Support.

Does my training with a PeopleCert Accredited Training Organization count as a CPD activity?
Yes, it does, as a Professional Education activity.

Do events that are organized by the ATOs (Accredited Training Organizations), ATVs (Accredited Tool Vendors) and ACPs (Accredited Consulting Partners) count as a CPD activity?
Yes, these events count as a Professional Education activity, with 1 CPD point per hour of engagement.

PeopleCert

Dream it, do it.

PeopleCert is the global leader in the certification industry, with a product portfolio of global best practice frameworks and certifications including ITIL® and DEVOPS INSTITUTE® for IT & Digital Transformation, and PRINCE2® for Project, Programme & Portfolio Management, as well as language qualifications through LANGUAGECERT®.

Our certifications are delivered across the globe, empowering people and organizations to achieve what they are capable of, improving organizational efficiency and realizing their life ambitions through learning.

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