



CompTIA Continuing Education DoD User Guide V7

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Overview

CompTIA has launched new American National Standards Institute (ANSI) accredited versions of our CompTIA A+, CompTIA Network+, CompTIA Security+, CompTIA Storage+ and CompTIA Advanced Security Practitioner (CASP) certifications.

Effective January 1, 2011, all new CompTIA A+, CompTIA Network+, CompTIA Security+ and CompTIA CASP certifications will be valid for three years from the date the candidate is certified. These certifications will be denoted with a “ce” designation which means they will expire three years from the date certified. If the certification is not renewed within the three years candidates will be no longer be certified and must retake the exam to reactivate their certification.

The CompTIA Continuing Education (CE) Program has been designed to allow individuals a cost-effective method for keeping certifications current through the completion of variety of activities that demonstrate relevant industry knowledge.

Guidance on CompTIA CE Enrollment for DoD IA Workforce Members

As of January 1, 2011, the DoD is requiring every CompTIA certified IA workforce member to obtain a CompTIA CE credential. DoD personnel who have taken and passed a CompTIA A+, Network+, Security+ and/or CASP exam after January 1, 2011 have automatically been enrolled in the CE program. Individuals who certified before January 1, 2011 must enroll in the CE program by December 31, 2012. The previous date of December 31, 2011 has been extended by the DIAP. Please contact your specific component IAM if you have questions pertaining to enrollment deadline requirements.

Recently the DoD has changed its policy as to making annual CE payments on behalf of IA personnel. Please check with your component point of contact to find if your CE fees will be paid for or if you will be responsible for paying your annual CE fees.

DoD Personnel and Defense Workforce Certification Application

If you are a military service member or civilian employee of DoD and hold a baseline IA certification in fulfillment of 8570 requirements, you must first enroll in the CompTIA Continuing Education Program then log into the Defense Manpower Data Center (DMDC) site and authorize CompTIA to validate. <https://www.dmdc.osd.mil/appj/dwc/index.jsp>

If you have logged into the DMDC site and authorized CompTIA to validate prior to enrolling in the CE program you must go back into the DMDC site and click the Release Additional Certifications button. This will update the DMDC site with the CompTIA enrollment information.

IMPORTANT INFORMATION: When you register on the DMDC website the name you enter on this site **MUST** match 100% to your name in your CompTIA record. If it does not match 100% your record will be in an "unknown" status until the information is correctly entered and resubmitted.

How do I Enroll in the CompTIA Continuing Education Program?

1. Login to the [Candidate Database](#)

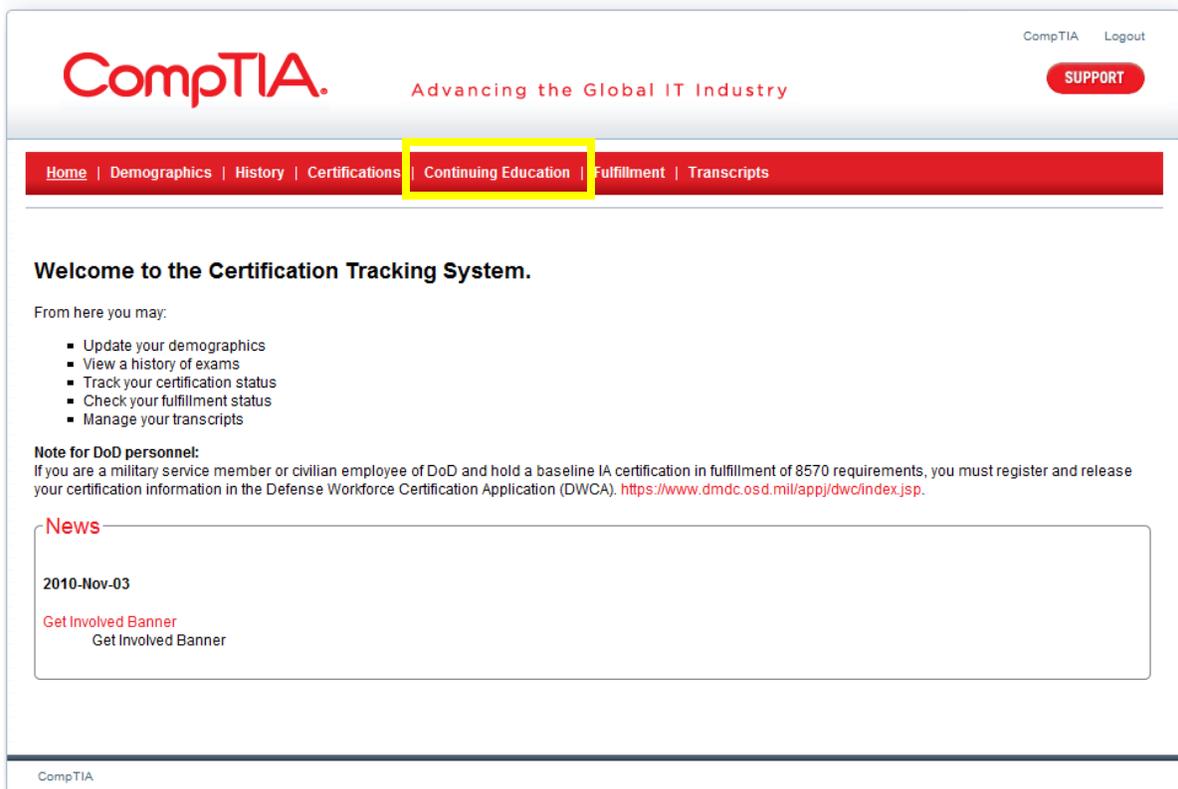


The screenshot shows the CompTIA Candidate Login page. At the top, the CompTIA logo is on the left, and the tagline "Advancing the Global IT Industry" is in the center. The page title "Candidate Login" is in a red header bar. Below the header, there is a login form with the following elements:

- Text: "Please login using your Login ID and Password."
- Text: "IMPORTANT: If this is your first time logging in since Oct. 15, 2009, you must first register by clicking the 'Never logged in before?' link below."
- Form field: "CompTIA Career ID" with an input box.
- Form field: "Password" with an input box and a link "Forgot your password or login ID?" to its right.
- Button: "Login"
- Text: "Never logged in before?"

The footer of the page contains the text "CompTIA".

2. Click on the Continuing Education menu item



The screenshot shows the CompTIA website's navigation menu. The CompTIA logo and tagline "Advancing the Global IT Industry" are at the top. A "SUPPORT" button is visible in the top right corner. The navigation menu is a red bar with the following items: Home | Demographics | History | Certifications | **Continuing Education** | Fulfillment | Transcripts. The "Continuing Education" item is highlighted with a yellow box.

Below the navigation menu, the page content includes:

- Section: "Welcome to the Certification Tracking System."
- Text: "From here you may:"
- List of actions:
 - Update your demographics
 - View a history of exams
 - Track your certification status
 - Check your fulfillment status
 - Manage your transcripts
- Note for DoD personnel: "If you are a military service member or civilian employee of DoD and hold a baseline IA certification in fulfillment of 8570 requirements, you must register and release your certification information in the Defense Workforce Certification Application (DWCA). <https://www.dmdc.osd.mil/appj/dwc/index.jsp>."
- Section: "News"
- News item: "2010-Nov-03" with a sub-link "Get Involved Banner".

The footer of the page contains the text "CompTIA".

3. Click on Enroll in the menu bar or the Enroll link in the text

Home | Demographics | History | Certifications | **Continuing Education** | Fulfillment | Transcripts

Enroll | Code of Ethics Policy | CE Maintenance Fees | Continuing Education Units | Audit history

Continuing Education Instructions

(Please print this page for your reference)

Welcome to the CompTIA Continuing Education (CE) Program. This program has been designed to provide a variety of relevant and cost effective methods for keeping your CompTIA certification(s) current.

Important: All communications regarding the CE program will be sent to the email address you have tied to your candidate record. To ensure you receive all the current CE program information and notifications please keep your email address current. Email can be updated by going to the Demographics tab.

Those certified on or before 12/31/10 must complete the following steps before submitting continuing education units.

- Enroll** in the CE Program
- Sign and **CompTIA Candidate Code of Ethics Policy**
- Pay **CE Maintenance Fees**

Note: We recommend you participate at the highest level of CompTIA certification held to ensure the maximum benefit of this program.

If you choose to participate in CE program level for:	And you hold the following valid certification(s):	Completion of CE or passing a qualifying higher-level certification earns you:
CompTIA A+	CompTIA A+	CompTIA A+ ce
CompTIA A+	CompTIA A+, CompTIA Network+	CompTIA A+ ce CompTIA Network+ would not be renewed
CompTIA A+	CompTIA A+, CompTIA Network+, CompTIA Security+	CompTIA A+ ce CompTIA Network+ and CompTIA Security+ would not be renewed
CompTIA A+	CompTIA A+, CompTIA Security+	CompTIA A+ ce CompTIA Security+ would not be renewed
CompTIA Network+	CompTIA Network+	CompTIA Network+ ce
CompTIA Network+	CompTIA A+, CompTIA Network+	CompTIA A+ce, CompTIA Network+ce
CompTIA Network+	CompTIA Network+, CompTIA Security+	CompTIA Network+ce CompTIA Security+ would not be renewed
CompTIA Network+	CompTIA A+, CompTIA Network+, CompTIA Security+	CompTIA A+ ce, CompTIA Network+ ce CompTIA Security+ would not be renewed

4. Click on the Enroll button

Continuing Education Enrollment

Please click on the "Enroll" button below to begin.

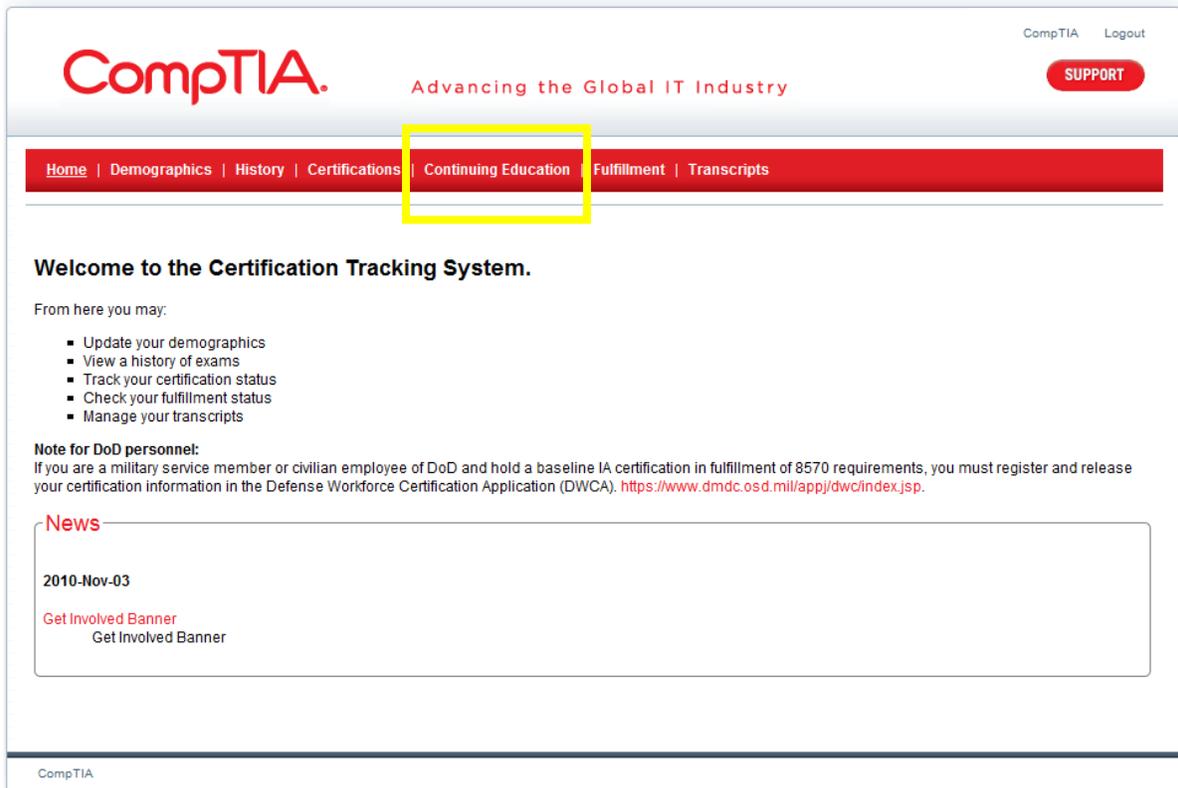
Where do I sign the Code of Ethics Policy?

1. Login to the [Candidate Database](#)



The screenshot shows the CompTIA Candidate Login page. At the top, the CompTIA logo is on the left, and the tagline "Advancing the Global IT Industry" is on the right. Below the logo is a red banner with the text "Candidate Login". The main content area contains the following text: "Please login using your Login ID and Password." followed by an "IMPORTANT" notice: "If this is your first time logging in since Oct. 15, 2009, you must first register by clicking the 'Never logged in before?' link below." Below this is a form with two input fields: "CompTIA Career ID" and "Password". To the right of the Password field is a link: "Forgot your password or login ID?". Below the Password field is a "Login" button. At the bottom of the form is a link: "Never logged in before?". The footer of the page contains the text "CompTIA".

2. Click on the Continuing Education menu item



The screenshot shows the CompTIA website. At the top, the CompTIA logo is on the left, and the tagline "Advancing the Global IT Industry" is on the right. In the top right corner, there are links for "CompTIA" and "Logout", and a red "SUPPORT" button. Below the logo and tagline is a red navigation bar with the following menu items: "Home", "Demographics", "History", "Certifications", "Continuing Education", "Fulfillment", and "Transcripts". The "Continuing Education" menu item is highlighted with a yellow box. Below the navigation bar is a section titled "Welcome to the Certification Tracking System." followed by the text "From here you may:" and a list of links: "Update your demographics", "View a history of exams", "Track your certification status", "Check your fulfillment status", and "Manage your transcripts". Below this is a "Note for DoD personnel:" followed by a paragraph of text: "If you are a military service member or civilian employee of DoD and hold a baseline IA certification in fulfillment of 8570 requirements, you must register and release your certification information in the Defense Workforce Certification Application (DWCA). <https://www.dmdc.osd.mil/appj/dwc/index.jsp>." Below the note is a "News" section with a date "2010-Nov-03" and a link "Get Involved Banner". The footer of the page contains the text "CompTIA".

3. Click on Code of Ethics Policy in menu bar or click on CompTIA Code of Ethics Policy in the text

[Home](#) | [Demographics](#) | [History](#) | [Certifications](#) | [Continuing Education](#) | [Fulfillment](#) | [Transcripts](#)

[Enroll](#) | [Code of Ethics Policy](#) | [CE Maintenance Fees](#) | [Continuing Education Units](#) | [Audit history](#)

Continuing Education Instructions

(Please print this page for your reference)

Welcome to the CompTIA Continuing Education (CE) Program. This program has been designed to provide a variety of relevant and cost effective methods for keeping your CompTIA certification(s) current.

Important: All communications regarding the CE program will be sent to the email address you have tied to your candidate record. To ensure you receive all the current CE program information and notifications please keep your email address current. Email can be updated by going to the Demographics tab.

Those certified on or before 12/31/10 must complete the following steps before submitting continuing education units.

- 1 [Enroll in the CE Program](#)
- 2 [Agree to the CompTIA Candidate Code of Ethics Policy](#)
- 3 [Pay CE Maintenance Fees](#)

Note: We recommend you participate at the highest level of CompTIA certification held to ensure the maximum benefit of this program.

If you choose to participate in CE program level for:	And you hold the following valid certification(s):	Completion of CE or passing a qualifying higher-level certification earns you:
CompTIA A+	CompTIA A+	CompTIA A+ ce
CompTIA A+	CompTIA A+, CompTIA Network+	CompTIA A+ ce CompTIA Network+ would not be renewed
CompTIA A+	CompTIA A+, CompTIA Network+, CompTIA Security+	CompTIA A+ ce CompTIA Network+ and CompTIA Security+ would not be renewed

Read the Code of Ethics Policy and check the boxes next to the following:

- I am at least 18 years of old
- Agree to Policy

4. Click on the Submit button

All persons having obtained any CompTIA certification or certificate program ("Certified Person") and taking part in CompTIA's Continuing Education Program ("CCEP") must agree that they have read and will abide by the terms and conditions of this CompTIA Candidate Code of Ethics Policy ("Ethics Policy"), prior to participating in the CCEP. It is a violation of this Ethics Policy for any Certified Person to participate in any incident of cheating, breach of security, misconduct, submission of fraudulent information or any other behavior that could be considered compromising the integrity or confidentiality of any CompTIA certification examination, any CompTIA certification or the CompTIA Continuing Education Program, as determined by CompTIA. All Certified Persons shall adhere to the following:

- All information submitted for participating in and earning units from the CCEP must have been completed by the participating Certified Person.
- A Certified Person shall abide by all the terms and conditions set forth in the CompTIA Candidate Agreement.
- A Certified Person shall only submit continuing education unit's that they themselves have completed.
- A Certified Person shall only provide accurate and authentic information for earning continuing education units.
- A Certified Person shall abide by the CompTIA Continuing Education Audit Policies as set forth by CompTIA from time to time.
- A Certified Person shall offer and provide professional services with integrity.
- A Certified Person shall perform professional services in a manner that is fair and reasonable to clients, principals, partners and employers, and shall disclose conflict(s) of interest in providing such services.
- A Certified Person shall not disclose any confidential client information without the specific consent of the client.
- A Certified Person will always conduct themselves in a manner which enhances the image of the profession.
- A Certified Person shall provide services to clients competently and maintain the necessary knowledge and skill to continue to do so in those areas in which they are certified.
- A Certified Person shall not solicit clients through false or misleading communications or advertisements.
- In the course of performing professional activities, a Certified Person shall not engage in conduct involving dishonesty, fraud, deceit or misrepresentation, or knowingly make a false or misleading statement to a client, employer, employee, professional colleague, governmental or other regulatory body or official, or any other person or entity.

Procedural Requirements for CompTIA Continuing Education Code of Ethics Policy

Notice of Violations and Sanctions

If it is determined that any Certified Person has violated this Ethics Policy, CompTIA will send such Certified Person a written notice of violations and applicable sanctions and a copy of CompTIA's Appeals Policy and Process.

Remedies for Violating the Candidate Conduct Policy

Any Certified Person determined by CompTIA to have violated this Ethics Policy shall, if determined necessary or appropriate by CompTIA based upon the seriousness of the incident or violation:

I am at least 18 years old.

Agree to Policy

Submit

Where do I pay my annual fees?

Recently the DoD has changed its policy as to making annual CE payments on behalf of IA personnel. Please check with your component point of contact to find out if your CE fees will be paid for or if you will be responsible for paying your annual CE fees.

1. Login to the [Candidate Database](#)

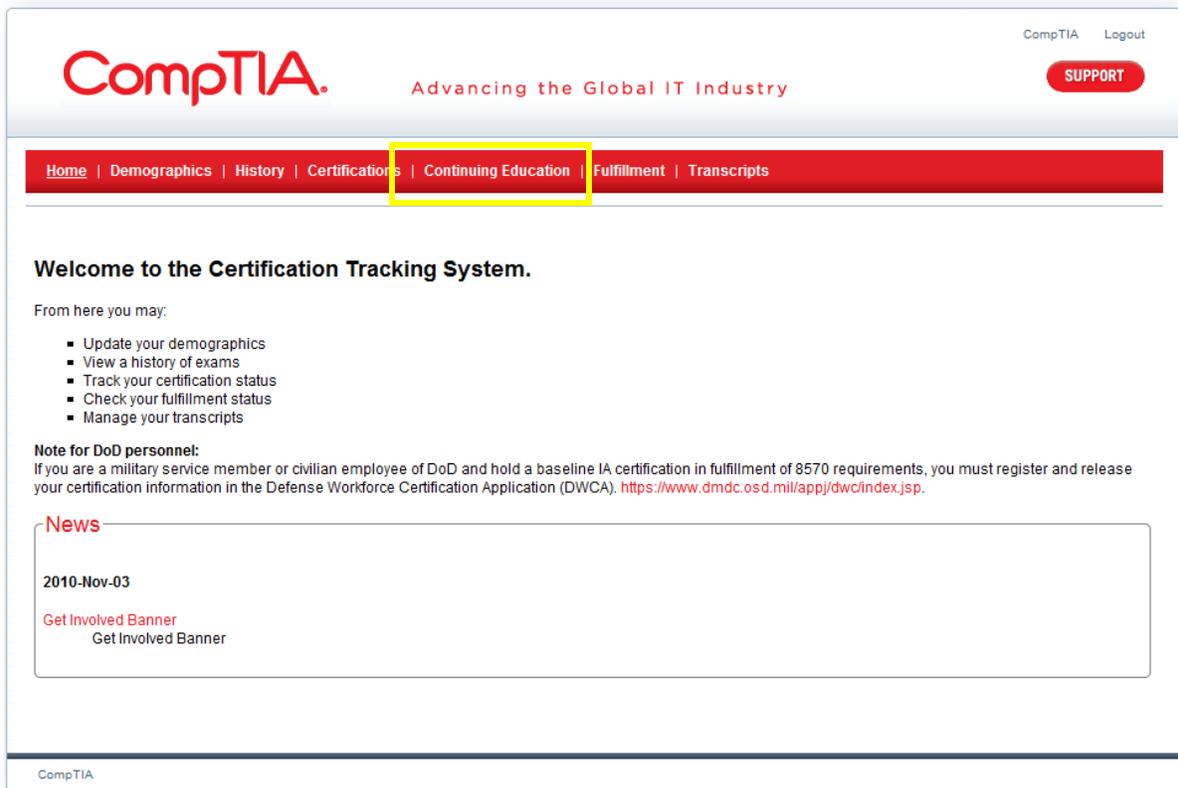


The screenshot shows the CompTIA Candidate Login page. At the top, the CompTIA logo is on the left, and the tagline "Advancing the Global IT Industry" is in the center. The page title "Candidate Login" is in a red bar. Below the title, there is a login form with the following elements:

- A text input field for "CompTIA Career ID".
- A text input field for "Password".
- A "Forgot your password or login ID?" link in red text.
- A "Login" button.
- A "Never logged in before?" link in red text.

Instructions on the page include: "Please login using your Login ID and Password." and "IMPORTANT: If this is your first time logging in since Oct. 15, 2009, you must first register by clicking the 'Never logged in before?' link below."

2. Click on the Continuing Education menu item



The screenshot shows the CompTIA Certification Tracking System home page. At the top, the CompTIA logo is on the left, and the tagline "Advancing the Global IT Industry" is in the center. The page title "Certification Tracking System" is in a red bar. Below the title, there is a navigation menu with the following items: Home, Demographics, History, Certifications, Continuing Education (highlighted with a yellow box), Fulfillment, and Transcripts. A "SUPPORT" button is visible in the top right corner.

The main content area includes a "Welcome to the Certification Tracking System." message, followed by a list of actions users can take from the system:

- Update your demographics
- View a history of exams
- Track your certification status
- Check your fulfillment status
- Manage your transcripts

A "Note for DoD personnel:" is also present, stating that military service members or civilian employees of DoD holding a baseline IA certification must register and release their certification information in the Defense Workforce Certification Application (DWCA). The URL <https://www.dmdc.osd.mil/appj/dwc/index.jsp> is provided.

Below the note, there is a "News" section with a date "2010-Nov-03" and a link "Get Involved Banner".

3. Click on CE Maintenance Fees in the menu bar or click on the CE Maintenance Fees link in the text

Home | Demographics | History | **Certifications** | Continuing Education | Fulfillment | Transcripts

Enroll | Code of Ethics Policy | **CE Maintenance Fees** | Continuing Education Units | Audit history

Continuing Education Instructions

(Please print this page for your reference)

Welcome to the CompTIA Continuing Education (CE) Program. This program has been designed to provide a variety of relevant and cost effective methods for keeping your CompTIA certification(s) current.

Important: All communications regarding the CE program will be sent to the email address you have tied to your candidate record. To ensure you receive all the current CE program information and notifications please keep your email address current. Email can be updated by going to the Demographics tab.

Those certified on or before 12/31/10 must complete the following steps before submitting continuing education units.

1. [Enroll in the CE Program](#)
2. [Agree to the CompTIA Candidate Code of Ethics Policy](#)
3. Pay [CE Maintenance Fees](#)

Note: We recommend you participate at the highest level of CompTIA certification held to ensure the maximum benefit of this program.

If you choose to participate in CE program level for:	And you hold the following valid certification(s):	Completion of CE or passing a qualifying higher-level certification earns you:
CompTIA A+	CompTIA A+	CompTIA A+ ce
CompTIA A+	CompTIA A+, CompTIA Network+	CompTIA A+ ce
CompTIA A+	CompTIA A+, CompTIA Network+, CompTIA Security+	CompTIA Network+ would not be renewed
CompTIA A+	CompTIA A+, CompTIA Network+, CompTIA Security+	CompTIA A+ ce
CompTIA A+	CompTIA A+, CompTIA Network+, CompTIA Security+	CompTIA Network+ and CompTIA Security+ would not be renewed

The following screen will only display if you have multiple renewable CompTIA certifications (A+, Network+, Security+, Storage+ and/or CASP).

It is recommended that individuals set their intent to the highest level of certification. Upon completion of the CE program individuals would be granted CE certifications for the highest level as well as the lower level certifications. CompTIA CASP is considered the highest-level certification of the five, followed by CompTIA Storage+, CompTIA Security+, CompTIA Network+ and CompTIA A+, respectively.

So for example, a person holding both CompTIA A+ and CompTIA Network+ certifications could fulfill CE requirements for both by completing only the CompTIA Network+ce program.

4. Select the Certification Intent Level

From the drop down list below select your intended CE Certification Path.

Reminder: We recommend you participate at the highest level of CompTIA certification held to ensure the maximum benefit of this.

If you choose to participate in CE program level for:	And you hold the following valid certification(s):	Completion of CE or passing a qualifying higher-level certification earns you:
CompTIA A+	CompTIA A+	CompTIA A+ _{ce}
CompTIA A+	CompTIA A+, CompTIA Network+	CompTIA A+ _{ce} CompTIA Network+ would not be renewed
CompTIA A+	CompTIA A+, CompTIA Network+, CompTIA Security+	CompTIA A+ _{ce} CompTIA Network+ and CompTIA Security+ would not be renewed
CompTIA Network+	CompTIA Network+	CompTIA Network+ _{ce}
CompTIA Network+	CompTIA A+, CompTIA Network+	CompTIA A+ _{ce} , CompTIA Network+ _{ce}
CompTIA Network+	CompTIA Network+, CompTIA Security+	CompTIA Network+ _{ce} CompTIA Security+ would not be renewed
CompTIA Network+	CompTIA A+, CompTIA Network+, CompTIA Security+	CompTIA A+ _{ce} , CompTIA Network+ _{ce} CompTIA Security+ would not be renewed
CompTIA Network+	CompTIA A+, CompTIA Network+, CompTIA Security+	CompTIA A+ _{ce} , CompTIA Network+ _{ce} CompTIA Security+ would not be renewed
CompTIA Security+	CompTIA Security+	CompTIA Security+ _{ce}
CompTIA Security+	CompTIA A+, CompTIA Security+	CompTIA A+ _{ce} , CompTIA Security+ _{ce}
CompTIA Security+	CompTIA Network+, CompTIA Security+	CompTIA Network+ _{ce} , CompTIA Security+ _{ce}
CompTIA Security+	CompTIA A+, CompTIA Network+, CompTIA Security+	CompTIA A+ _{ce} , CompTIA Network+ _{ce} , CompTIA Security+ _{ce}

CE Intent

Intended path

CE CompTIA Security+ ▼

Please make a selection

CE CompTIA A+

CE CompTIA Security+

5. If you are using one CE Token to pay for CE Fees, enter the Token in the Token Code field.
6. If you are using multiple CE Tokens you would enter the Tokens in the remaining Token Code fields.
7. Click on the Submit button


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サポート

[Home](#) | [Demographics](#) | [History](#) | [Certifications](#) | [Continuing Education](#) | [Fulfillment](#) | [Transcripts](#)

[Enroll](#) | [Code of Ethics Policy](#) | [CE Maintenance Fees](#) | [Continuing Education Units](#) | [Audit history](#)

Each year you are required to pay an annual CE maintenance fee prior to submitting your continuing education units.

NOTE: If you plan to complete your CE program before the program expires you will still be required to pay the 3 year CE program fee.

Tokens are currently only for DOD individuals.

To avoid overpayment please click on the History menu item, then click on CE Maintenance Fee Transaction. Verify payments made in the current CE cycle. Return to this page if payment is required.

CE Certification Fees

Remaining Yearly Maintenance fee: \$0.00

	Name	Price
<input checked="" type="checkbox"/>	CE Fee (Network+/Security+/CASP)	\$49.00

CE Tokens (If you have been provided CE token code(s) please enter it below)

Token Codes:

If your CE Token was accepted you will receive a Token code(s) accepted message. You would then proceed to add Continuing Education Units (CEUs).

[Candidate Summary](#) | [Demographics](#) | [History](#) | [Certifications](#) | [Continuing Education](#) | [Fulfillment](#) | [Transcripts](#) | [Parature](#)
[Enrollment](#) | [Sign agreement](#) | [CE Fees](#) | [Add Continuing Education Units](#) | [Audit history](#)

■ Token code(s) accepted

Each year you are required to pay an annual CE maintenance fee prior to submitting your continuing education units.

NOTE: If you plan to complete your CE program before the program expires you will still be required to pay the 3 year CE program fee.

Tokens are currently only for DOD individuals.

To avoid overpayment please click on the History menu item, then click on CE Maintenance Fee Transaction. Verify payments made in the current CE cycle. Return to this page if payment is required.

CE Certification Fees

Remaining Yearly Maintenance fee: \$0.00

	Name	Price
<input checked="" type="checkbox"/>	CE Fee (Network+/Security+/CASP)	\$49.00

Next

CE Tokens (If you have been provided CE token code(s) please enter it below)

Token Codes:

Submit

If your CE Token code was not accepted you will receive a message stating to contact your component Point of Contact.

[Candidate Summary](#) | [Demographics](#) | [History](#) | [Certifications](#) | [Continuing Education](#) | [Fulfillment](#) | [Transcripts](#) | [Parature](#)
[Enrollment](#) | [Sign agreement](#) | [CE Fees](#) | [Add Continuing Education Units](#) | [Audit history](#)

■ One or more of your token codes are invalid. Please verify the CE Token with your component Point of Contact or the person who provided you with the CE Token information. CompTIA distributes the tokens to the purchasing organization but does not track or monitor the distribution or ongoing management of these tokens for the individual candidates.

Each year you are required to pay an annual CE maintenance fee prior to submitting your continuing education units.

NOTE: If you plan to complete your CE program before the program expires you will still be required to pay the 3 year CE program fee.

Tokens are currently only for DOD individuals.

To avoid overpayment please click on the History menu item, then click on CE Maintenance Fee Transaction. Verify payments made in the current CE cycle. Return to this page if payment is required.

CE Certification Fees

Remaining Yearly Maintenance fee: \$0.00

	Name	Price
<input checked="" type="checkbox"/>	CE Fee (Network+/Security+/CASP)	\$49.00

Next

CE Tokens (If you have been provided CE token code(s) please enter it below)

Token Codes:

Submit

If you are not using CE Tokens for payment

8. Make sure the check box next to CE Annual Fee is checked
9. Click on the Next button

Advancing the Global IT Industry

サポート

Home | Demographics | History | Certifications | Continuing Education | Fulfillment | Transcripts

Enroll | Code of Ethics Policy | [CE Maintenance Fees](#) | Continuing Education Units | Audit history

Each year you are required to pay an annual CE maintenance fee prior to submitting your continuing education units.

NOTE: If you plan to complete your CE program before the program expires you will still be required to pay the 3 year CE program fee.

Tokens are currently only for DOD individuals.

To avoid overpayment please click on the History menu item, then click on CE Maintenance Fee Transaction. Verify payments made in the current CE cycle. Return to this page if payment is required.

CE Certification Fees

Remaining Yearly Maintenance fee: \$0.00

Name	Price
<input checked="" type="checkbox"/> CE Fee (Network+/Security+/CASP)	\$49.00

Next

CE Tokens (If you have been provided CE token code(s) please enter it below)

Token Codes:

Submit

10. Verify payment and click on the Make Purchase button

Advancing the Global IT Industry

サポート

Candidate Summary | Demographics | History | Certifications | Continuing Education | Fulfillment | Transcripts | Parature
Enrollment | Sign agreement | [CE Fees](#) | Add Continuing Education Units | Audit history

Please review your purchase.

- To change your purchase click on the Back button.
- To continue click on the Make Purchase button where you will be taken to the PayPal website to complete your transaction.

NOTE: All fee payments are FINAL. No Refunds will be given.

NOTE: A PayPal browser window will open over the Confirm Purchase page. When you have completed your payment, close the PayPal window and you will see the CE Confirm Purchase page again.

To view current payment History:

1. Click on the History tab
2. Click on CE Maintenance Fee Transaction

CE Certification Fees

Name	Price	Total
CE Fee (Network+/Security+/CASP)	\$49.00	\$49.00

Make Purchase Back

You may choose to pay your CE Fees via your PayPal account or you can click on the Don't have a PayPal account and pay via echeck, American Express, Discover, Visa or MasterCard.

Welcome to the new PayPal checkout - a faster, easier way for you to complete your purchase.

The Computing Technology Industry Association, Inc

Your order summary

Descriptions	Amount
CE Annual Fee (Network+/Security+)	\$49.00
Item number: COMPTIACE0003	
Item price: \$49.00	
Quantity: 1	
Item total	\$49.00
	Total \$49.00 USD

Choose a way to pay

Log in to my PayPal account 

Email

PayPal password

[Forgot your email address or password?](#)

Don't have a PayPal account?
Pay with your debit or credit card as a PayPal Guest

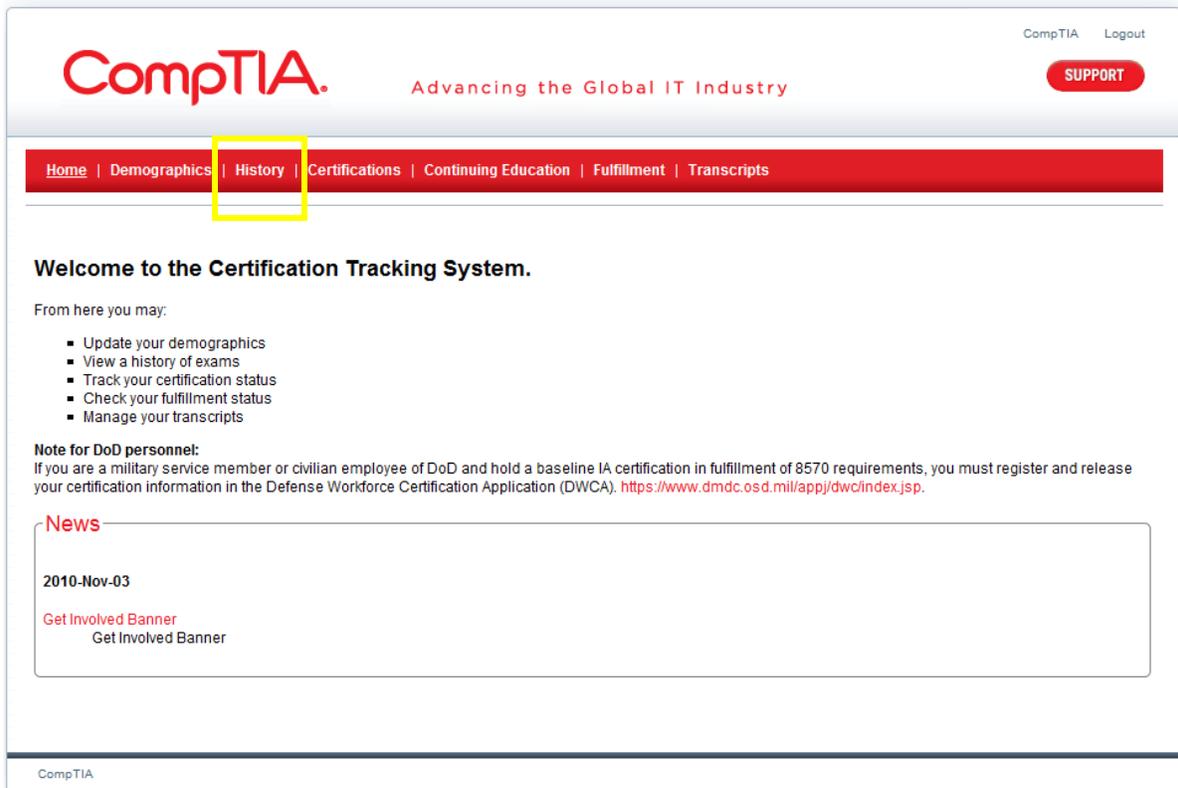
Where can I find a record of the Continuing Education Fees I have paid?

1. Login to the [Candidate Database](#)



The screenshot shows the CompTIA Candidate Login page. At the top, the CompTIA logo is on the left, and the tagline "Advancing the Global IT Industry" is in the center. The page title "Candidate Login" is in a red bar. Below the title, there is a login form with two input fields: "CompTIA Career ID" and "Password". A "Login" button is below the password field. To the right of the password field is a link "Forgot your password or login ID?". Below the login button is a link "Never logged in before?". The page footer contains the text "CompTIA".

2. Click on the History menu item



The screenshot shows the main page of the CompTIA Certification Tracking System. At the top, the CompTIA logo is on the left, and the tagline "Advancing the Global IT Industry" is in the center. On the right, there are links for "CompTIA" and "Logout", and a red "SUPPORT" button. A red navigation bar contains the following menu items: "Home", "Demographics", "History", "Certifications", "Continuing Education", "Fulfillment", and "Transcripts". The "History" menu item is highlighted with a yellow box. Below the navigation bar, the page title is "Welcome to the Certification Tracking System." followed by a list of actions: "Update your demographics", "View a history of exams", "Track your certification status", "Check your fulfillment status", and "Manage your transcripts". A "Note for DoD personnel:" is also present, followed by a paragraph of text and a URL: "https://www.dmdc.osd.mil/appj/dwc/index.jsp". Below this is a "News" section with a date "2010-Nov-03" and a link "Get Involved Banner". The page footer contains the text "CompTIA".

3. Click on CE Maintenance Fee Transactions in the menu bar

Exam Catalog | Create other requirement | **CE Maintenance Fee Transactions**

View your exam history and other certification requirements.

Exams

Exams are imported during regular business hours. After completing an exam, allow 10 business days for it to appear here.

Code	Exam	Registration number	Grade	Date
SY0-201	Security+ Exam (2008 Edition)	232413660	Pass	2009-Oct-09

Continuing education activities

Name	Date	Review	Points	Documentation	Language
Training: Other IT Industry (1 unit per hour)	2012-Jul-17	Eligible for Random Audit	40 (40 Hours)	Download	English(English)

Other requirements

Name	Date	Expires	Source	Review	Documentation	Language
CE Annual Maintenance Fee (Advanced Certifications)	2012-Jan-19	n/a	n/a	n/a		
Enroll into CE for holders of "Good For Life" A+, Network+, or Security+	2011-Dec-19	2014-Dec-19	n/a	n/a		

Certification agreements

Name	Date	Expires
CompTIA CE Program Policy Agreement	2011-Dec-19	2012-Dec-19

CE Maintenance Fees are displayed in the Ecommerce Transaction History section

CompTIA. Advancing the Global IT Industry CompTIA Logout [SUPPORT](#)

Home | Demographics | History | Certifications | Continuing Education | Fulfillment | Transcripts

Exam Catalog | Create other requirement | [CE Maintenance Fee Transactions](#)

Ecommerce transaction history

Item name	Price
2011-Jul-28 - Transaction ID: 44B38530VR874033P	
CE Fee (Network+/Security+/CASP)	\$49.00
	Total: \$49.00

Other requirement token history

Other requirement name	Token ID	Redeemed on
There is no data to display.		

Where do I enter my Continuing Education Activities?

1. Login to the [Candidate Database](#)

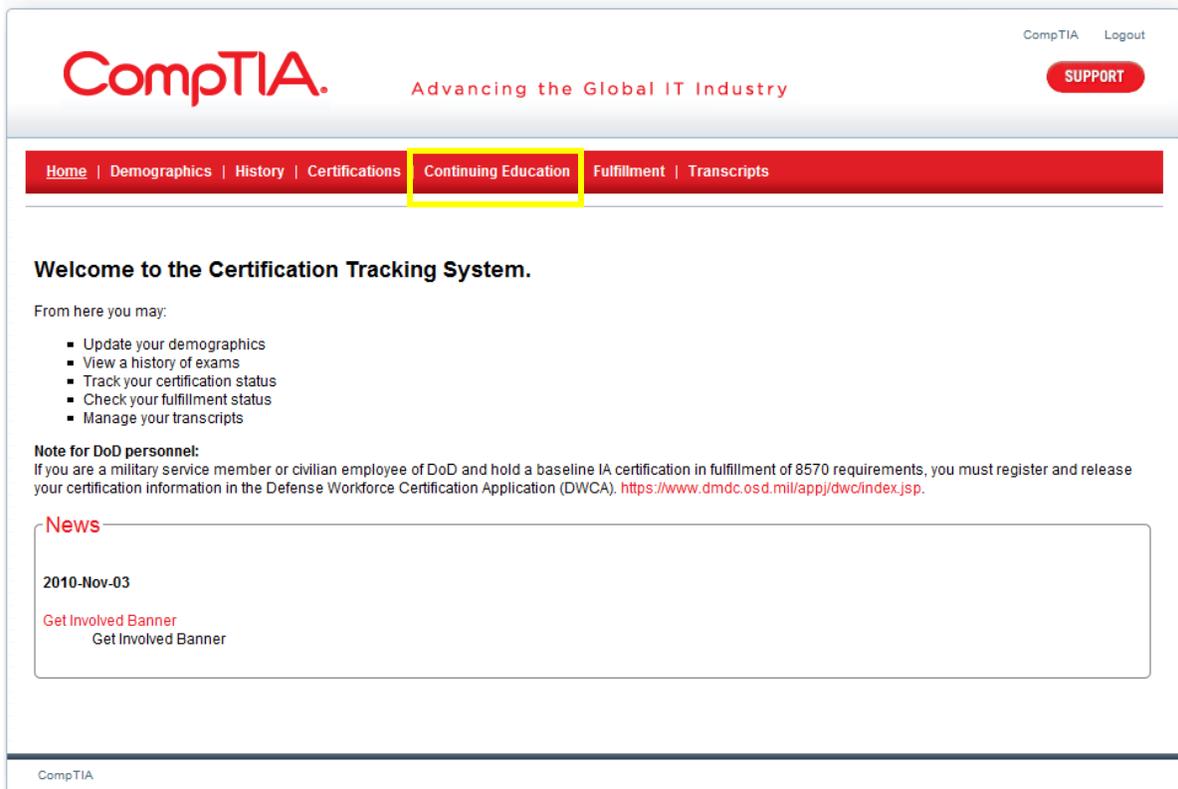


The screenshot shows the CompTIA Candidate Login page. At the top, the CompTIA logo is on the left, and the tagline "Advancing the Global IT Industry" is in the center. The page title "Candidate Login" is in a red header bar. Below the header, there is a login form with the following elements:

- Text: "Please login using your Login ID and Password."
- Text: "IMPORTANT: If this is your first time logging in since Oct. 15, 2009, you must first register by clicking the 'Never logged in before?' link below."
- Form field: "CompTIA Career ID" with an input box.
- Form field: "Password" with an input box and a link "Forgot your password or login ID?" to its right.
- Button: "Login" below the password field.
- Text: "Never logged in before?" below the login button.

At the bottom left of the page, the text "CompTIA" is visible.

2. Click on the Continuing Education menu item



The screenshot shows the CompTIA Certification Tracking System home page. At the top, the CompTIA logo is on the left, and the tagline "Advancing the Global IT Industry" is in the center. The page title "CompTIA" is in the top right corner, and a "Logout" link is next to it. A red "SUPPORT" button is also visible in the top right. Below the header, there is a navigation menu with the following items: "Home", "Demographics", "History", "Certifications", "Continuing Education" (highlighted with a yellow box), "Fulfillment", and "Transcripts".

The main content area has the following sections:

- Section: "Welcome to the Certification Tracking System."
- Text: "From here you may:"
- List of actions:
 - Update your demographics
 - View a history of exams
 - Track your certification status
 - Check your fulfillment status
 - Manage your transcripts
- Section: "Note for DoD personnel:"
- Text: "If you are a military service member or civilian employee of DoD and hold a baseline IA certification in fulfillment of 8570 requirements, you must register and release your certification information in the Defense Workforce Certification Application (DWCA). <https://www.dmdc.osd.mil/appj/dwc/index.jsp>."
- Section: "News"
- Text: "2010-Nov-03"
- Text: "Get Involved Banner" (repeated twice)

At the bottom left of the page, the text "CompTIA" is visible.

3. Click on Continuing Education Units in the menu bar

Home | Demographics | History | Certifications | **Continuing Education** | Fulfillment | Transcripts

Enroll | Code of Ethics Policy | CE Maintenance Fees | **Continuing Education Units** | Audit history

Continuing Education Instructions

(Please print this page for your reference)

Welcome to the CompTIA Continuing Education (CE) Program. This program has been designed to provide a variety of relevant and cost effective methods for keeping your CompTIA certification(s) current.

Important: All communications regarding the CE program will be sent to the email address you have tied to your candidate record. To ensure you receive all the current CE program information and notifications please keep your email address current. Email can be updated by going to the Demographics tab.

Those certified on or before 12/31/10 must complete the following steps before submitting continuing education units.

1. [Enroll in the CE Program](#)
2. [Agree to the CompTIA Candidate Code of Ethics Policy](#)
3. [Pay CE Maintenance Fees](#)

Note: We recommend you participate at the highest level of CompTIA certification held to ensure the maximum benefit of this program.

If you choose to participate in CE program level for:	And you hold the following valid certification(s):	Completion of CE or passing a qualifying higher-level certification earns you:
CompTIA A+	CompTIA A+	CompTIA A+ ce
CompTIA A+	CompTIA A+, CompTIA Network+	CompTIA A+ ce CompTIA Network+ would not be renewed
CompTIA A+	CompTIA A+, CompTIA Network+, CompTIA Security+	CompTIA A+ ce CompTIA Network+ and CompTIA Security+ would not be renewed

The Certification Intent level is already selected

4. Click on the Continuing Education Activity drop-down arrow to select an activity

Home | Demographics | History | Certifications | **Continuing Education** | Fulfillment | Transcripts

Enroll | Code of Ethics Policy | CE Maintenance Fees | **Continuing Education Units** | Audit history

Certification Intent Level (highest certification level currently held)

Continuing Education Activities

Activity: Active member of an IT Association

Activity Guidelines IT Membership: This activity pertains to active membership in an IT related association relevant to the highest level CompTIA certification in which the candidate is pursuing recertification.

Note: Candidate can submit CEU's for either Active IT Association Member or Participation on IT-related Board. Only one of these activities can be used for CEU's per CE year.

Instructions	Units Earned	Submission Requirements for Active IT Association Membership	Max CEUs Earned Per CE Cycle for Active IT Membership
	2 CEUs per year for participation as an IT association member Participation is limited to 1 submission per year for 1 board or 1 IT membership Uploading multiple years' and multiple memberships is not valid.	<ul style="list-style-type: none"> Association name Proof of membership Timeframe in which candidate is an active association member 	CompTIA A+ - 6 CEUs CompTIA Network+-6 CEUs CompTIA Storage+-6 CEUs CompTIA Security+-6 CEUs CASP-6 CEUs

Notice the activity requirements display on the screen. Please ensure when submitting CEU's that you are meeting the requirements of the activity.

5. Click on the Accept Activity button once you have read the requirements

Home | Demographics | History | Certifications | Continuing Education | Fulfillment | Transcripts

Enroll | Code of Ethics Policy | CE Maintenance Fees | Continuing Education Units | Audit history

Certification Intent Level (highest certification level currently held)

Continuing Education Activities

Activity: Participation in other IT Training Programs

Activity Guidelines: This activity pertains to the participation and completion of training that is structured to educate on any IT topic(s) relevant to the highest level CompTIA certification in which the candidate is pursuing recertification.

Units Earned	Submission Requirements	Max CEUs Earned Per CE Cycle
1 CEU for each hour of validated training	<ul style="list-style-type: none">Training event descriptionContent outlineDate of training programNumber of training hoursTraining completion certificate from the training provider	CompTIA A+-16 CEUs CompTIA Network+-24 CEUs CompTIA Storage+-40 CEUs CompTIA Security+-40 CEUs CASP-60 CEUs

Accept Activity

CompTIA

6. Select the number CEU's for the activity

If you are not able to input anything this means you have met the Max CEU's earned for that activity or the activity does not require you to enter hours or years.

Please note there are Max CEU's for the 3 year CE cycle on all activities.

[Home](#) | [Demographics](#) | [History](#) | [Certifications](#) | [Continuing Education](#) | [Fulfillment](#) | [Transcripts](#)

[Enroll](#) | [Code of Ethics Policy](#) | [CE Maintenance Fees](#) | [Continuing Education Units](#) | [Audit history](#)

Add Continuing Education Activities

Continuing Education Activities

Hours

Invalid

Date

Comments:

Documentation language

Documentation

x Remove

x Remove

There is a file size limit: 1 megabyte per file uploaded. Candidates can upload 5 files per CE Activity. That means a total limit of 5 megabytes per documentation file.

Activity:Participation in other IT Training Programs

Activity Guidelines:This activity pertains to the participation and completion of training that is structured to educate on any IT topic(s) relevant to the highest level CompTIA certification in which the candidate is pursuing recertification.

	Submission Requirements	Max CEUs Earned Per CE Cycle
Instructions	<p>Units Earned</p> <p>1 CEU for each hour of validated training</p>	<ul style="list-style-type: none"> ■ Training event description ■ Content outline ■ Date of training program ■ Number of training hours ■ Training completion certificate from the training provider
		<ul style="list-style-type: none"> CompTIA A+-16 CEUs CompTIA Network+-24 CEUs CompTIA Storage+-40 CEUs CompTIA Security+-40 CEUs

- Click on the Documentation Language drop-down arrow and select the language of your documentation

Home
|
Demographics
|
History
|
Certifications
|
Continuing Education
|
Fulfillment
|
Transcripts

Enroll
|
Code of Ethics Policy
|
CE Maintenance Fees
|
Continuing Education Units
|
Audit history

Add Continuing Education Activities

Continuing Education Activities

Hours

Invalid

Date

Comments:

Documentation language Unspecified

Documentation

There is a file size limit: 1 megabyte per file uploaded. Candidates can upload 5 files per CE Activity. That means a total limit of 5 megabytes per documentation file.

Activity: Participation in other IT Training Programs

Activity Guidelines: This activity pertains to the participation and completion of training that is structured to educate on any IT topic(s) relevant to the highest level CompTIA certification in which the candidate is pursuing recertification.

	Submission Requirements	Max CEUs Earned Per CE Cycle
Instructions	Units Earned	CompTIA A+-16 CEUs
	1 CEU for each hour of validated training	CompTIA Network+-24 CEUs
	<ul style="list-style-type: none"> ■ Training event description ■ Content outline ■ Date of training program ■ Number of training hours ■ Training completion certificate from the training provider 	CompTIA Storage+-40 CEUs
		CompTIA Security+-40 CEUs

- Click on the Browse button to upload your CE documents. You are able to load 5 documents with each activity. Each file must be 1 meg or less.

Please note the Submission Requirements for the activity.

[Home](#) | [Demographics](#) | [History](#) | [Certifications](#) | [Continuing Education](#) | [Fulfillment](#) | [Transcripts](#)

[Enroll](#) | [Code of Ethics Policy](#) | [CE Maintenance Fees](#) | [Continuing Education Units](#) | [Audit history](#)

Add Continuing Education Activities

Continuing Education Activities

Hours

Invalid

Date

Comments:

Documentation language

Documentation

Browse... x Remove

Browse... x Remove

There is a file size limit: 1 megabyte per file uploaded. Candidates can upload 5 files per CE Activity. That means a total limit of 5 megabytes per documentation file.

Activity: Participation in other IT Training Programs

Activity Guidelines: This activity pertains to the participation and completion of training that is structured to educate on any IT topic(s) relevant to the highest level CompTIA certification in which the candidate is pursuing recertification.

	Submission Requirements	Max CEUs Earned Per CE Cycle
Instructions	Units Earned	
	1 CEU for each hour of validated training	
	■ Training event description	CompTIA A+-16 CEUs
	■ Content outline	CompTIA Network+-24 CEUs
	■ Date of training program	CompTIA Storage+-40 CEUs
	■ Number of training hours	CompTIA Security+-40 CEUs
	■ Training completion certificate from the training provider	

Please make sure you read statements 1 and 2

9. Click on the agree check box

10. Click on the Submit button

There is a file size limit: 1 megabyte per file uploaded. Candidates can upload 5 files per CE Activity. That means a total limit of 5 megabytes per documentation file.

Activity:Participation in other IT Training Programs

Activity Guidelines:This activity pertains to the participation and completion of training that is structured to educate on any IT topic(s) relevant to the highest level CompTIA certification in which the candidate is pursuing recertification.

Instructions	Units Earned	Submission Requirements	Max CEUs Earned Per CE Cycle
	1 CEU for each hour of validated training	<ul style="list-style-type: none">■ Training event description■ Content outline■ Date of training program■ Number of training hours■ Training completion certificate from the training provider	CompTIA A+-16 CEUs CompTIA Network+-24 CEUs CompTIA Storage+-40 CEUs CompTIA Security+-40 CEUs CASP-60 CEUs

(1) The activity being submitting was completed within 90 days prior to enrolling in the CE Program. (Option only available if the certification you are renewing was earned December 31, 2010 or earlier.)

Or

(2) The activity being submitted was completed within my current 3 year CE cycle

I agree that the CEU's being submitted meet the above CE Program Requirements

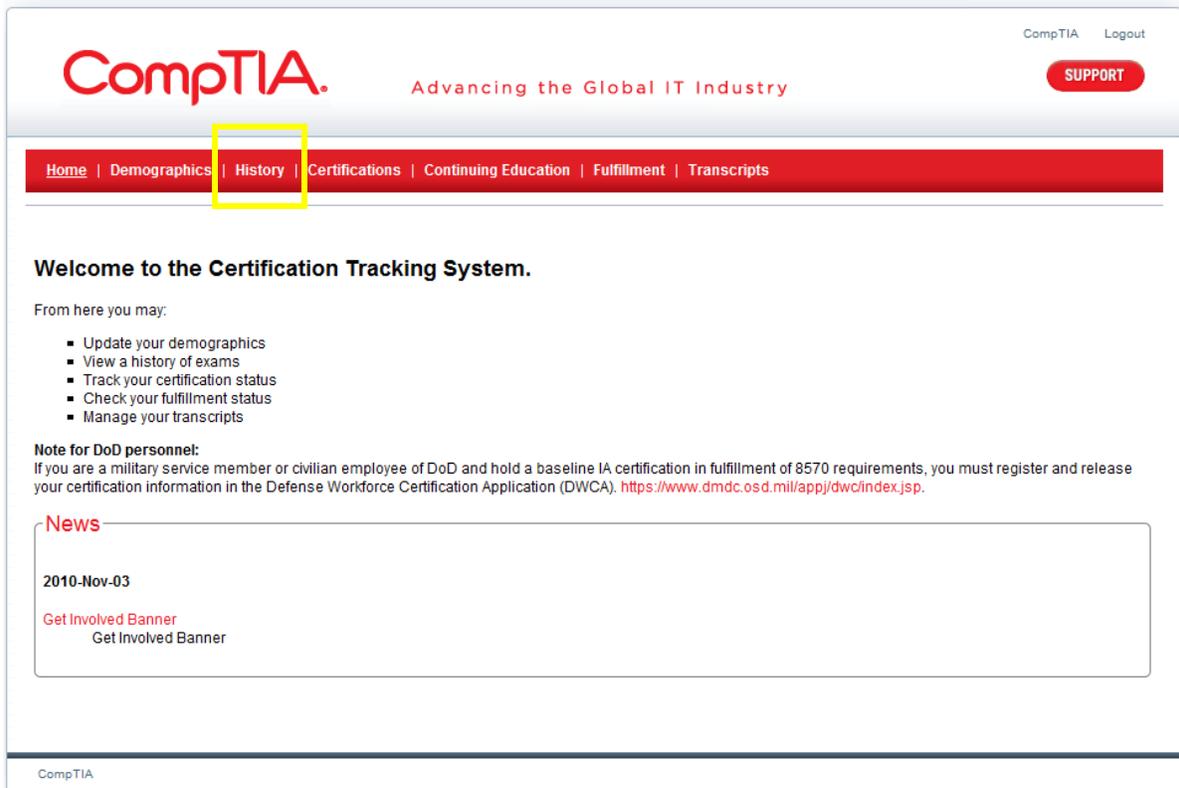
Where can I find a record of the Continuing Education Activities I've submitted?

1. Login to the [Candidate Database](#)



The screenshot shows the CompTIA Candidate Login page. At the top, the CompTIA logo is on the left, and the tagline "Advancing the Global IT Industry" is on the right. The page title "Candidate Login" is in a red bar. Below this, there is a login form with fields for "CompTIA Career ID" and "Password". A "Login" button is positioned below the password field. To the right of the password field is a link that says "Forgot your password or login ID?". Below the login button is a link that says "Never logged in before?". The page footer contains the text "CompTIA".

2. Click on the History menu item



The screenshot shows the CompTIA Certification Tracking System home page. At the top, the CompTIA logo is on the left, and the tagline "Advancing the Global IT Industry" is on the right. In the top right corner, there are links for "CompTIA" and "Logout", and a red "SUPPORT" button. A red navigation bar contains the following menu items: "Home", "Demographics", "History", "Certifications", "Continuing Education", "Fulfillment", and "Transcripts". The "History" menu item is highlighted with a yellow box. Below the navigation bar, the page title is "Welcome to the Certification Tracking System." followed by the text "From here you may:" and a list of actions: "Update your demographics", "View a history of exams", "Track your certification status", "Check your fulfillment status", and "Manage your transcripts". Below this is a "Note for DoD personnel:" section with a link to the Defense Workforce Certification Application (DWCA). At the bottom, there is a "News" section with a date "2010-Nov-03" and a "Get Involved Banner" link.

Continuing education activities submitted by a candidate are listed on the history page in the Continuing education activities section.

Continuing education activities

Name	Date	Review	Points	Updated	Documentation Language
Training: Event/Seminar/Workshop/Podcast/Webinar/Conference (1 unit per hour)	2012-Jun-12	Eligible for Random Audit	1 (1 Hours)	2012-Jun-12	English(English)
Work Experience (3 units per year)	2012-May-29	Eligible for Random Audit	3 (1 Years)	2012-May-29	English(English)
Training: Other IT Industry (1 unit per hour)	2012-May-18	Eligible for Random Audit	2 (2 Hours)	2012-May-18	English(English)
Training: Other IT Industry (1 unit per hour)	2012-May-02	Under Review	1 (1 Hours)	2012-May-02	English(English)
Training: Other IT Industry (1 unit per hour)	2011-Dec-22	Under Review	2 (2 Hours)	2011-Dec-22	English(English)
Training: Other IT Industry (1 unit per hour)	2011-Dec-20	Under Review	40 (40 Hours)	2011-Dec-20	English(English)
Work Experience (3 units per year)	2011-Dec-20	Under Review	3 (1 Years)	2011-Dec-20	English(English)
Training: Other IT Industry (1 unit per hour)	2011-Oct-24	Under Review	40 (40 Hours)	2011-Oct-24	English(English)
Training: Event/Seminar/Workshop/Podcast/Webinar/Conference (1 unit per hour)	2011-Sep-21	Under Review	1 (1 Hours)	2011-Sep-21	English(English)
Training: Event/Seminar/Workshop/Podcast/Webinar/Conference (1 unit per hour)	2011-Sep-21	Under Review	1 (1 Hours)	2011-Sep-21	English(English)
Training: Event/Seminar/Workshop/Podcast/Webinar/Conference (1 unit per hour)	2011-Sep-08	Under Review	1 (1 Hours)	2011-Sep-08	English(English)

When will my CEU's be audited?

When CEU's are submitted the History page will show Eligible for Audit in the Review field. This means individuals can be audited at any time. This does not mean an audit will be performed. Audits are performed randomly.

Continuing education activities

Name	Date	Review	Points	Updated	Documentation Language
Training: Event/Seminar/Workshop/Podcast/Webinar/Conference (1 unit per hour)	2012-Jun-12	Eligible for Random Audit	1 (1 Hours)	2012-Jun-12	English(English)
Work Experience (3 units per year)	2012-May-29	Eligible for Random Audit	3 (1 Years)	2012-May-29	English(English)
Training: Other IT Industry (1 unit per hour)	2012-May-18	Eligible for Random Audit	2 (2 Hours)	2012-May-18	English(English)
Training: Other IT Industry (1 unit per hour)	2012-May-02	Under Review	1 (1 Hours)	2012-May-02	English(English)
Training: Other IT Industry (1 unit per hour)	2011-Dec-22	Under Review	2 (2 Hours)	2011-Dec-22	English(English)
Training: Other IT Industry (1 unit per hour)	2011-Dec-20	Under Review	40 (40 Hours)	2011-Dec-20	English(English)
Work Experience (3 units per year)	2011-Dec-20	Under Review	3 (1 Years)	2011-Dec-20	English(English)
Training: Other IT Industry (1 unit per hour)	2011-Oct-24	Under Review	40 (40 Hours)	2011-Oct-24	English(English)
Training: Event/Seminar/Workshop/Podcast/Webinar/Conference (1 unit per hour)	2011-Sep-21	Under Review	1 (1 Hours)	2011-Sep-21	English(English)
Training: Event/Seminar/Workshop/Podcast/Webinar/Conference (1 unit per hour)	2011-Sep-21	Under Review	1 (1 Hours)	2011-Sep-21	English(English)
Training: Event/Seminar/Workshop/Podcast/Webinar/Conference (1 unit per hour)	2011-Sep-08	Under Review	1 (1 Hours)	2011-Sep-08	English(English)

The Continuing Education (CE) Program similar to other CE Programs performs audits randomly. By signing the CompTIA Code of Ethics Policy the candidate is agreeing to the policies, processes and procedures of the CompTIA Continuing Education Program. This means that all CE Documentation including CE FAQ's, Activity Chart and Higher Level Certification Charts have been reviewed by the candidate and that the candidate is acting in accordance to these policies and procedures. Once enrolled in the CE Program a candidate can be audited at any time, even after the completion of a CE cycle. Therefore, it is the responsibility of the candidate to ensure they have met these requirements as they submit activities for continuing education units. Candidates will only be contacted via email if an audit has been performed and issues with the submission have been identified. Please note all High Level Industry Certifications used for CEUs submissions require a mandatory audit.

Individuals can request an audit by emailing ceaudit@comptia.org