

CompTIA Continuing Education (CE) User Guide V16

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Overview

CompTIA A+, CompTIA Network+, CompTIA Mobility+, CompTIA Security+, CompTIA Cloud+ and CompTIA Advanced Security Practitioner (CASP) certifications earned January 1, 2011 or after are valid for three years from the date you were certified. The certification must be renewed within three years to remain certified.

If you manually enrolled your CompTIA A+, CompTIA Network+ and or CompTIA Security+ certifications in the CE program January 1, 2011 or after you have three years from the enrollment date in order to earn the “ce” designation.

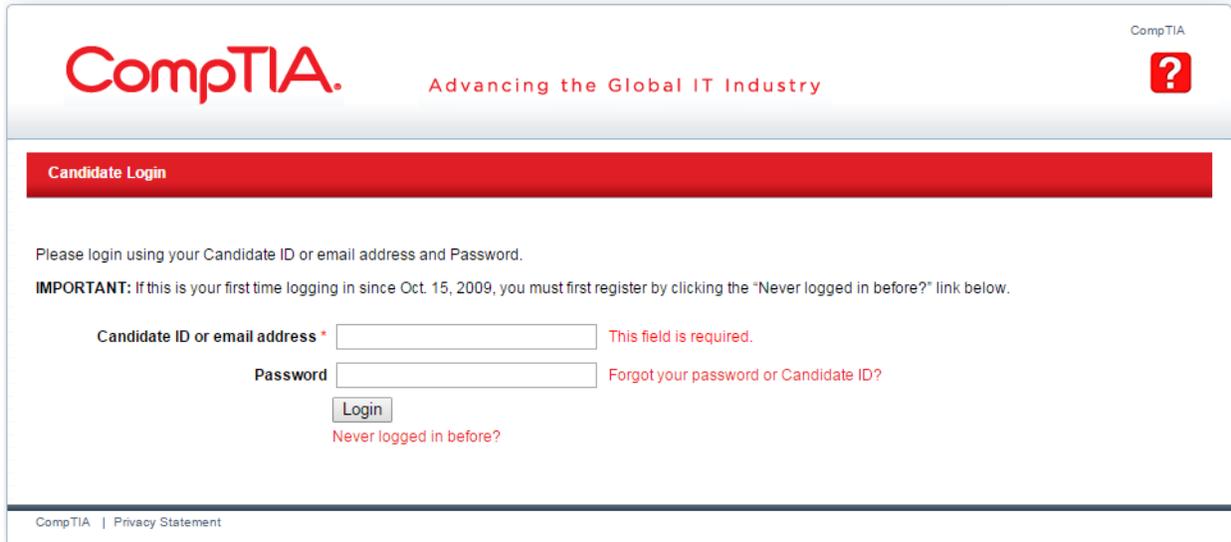
You have three options to renew your certification:

- Pass the most current version of the exam for your respective existing certification
- Earn a qualifying higher-level CompTIA certification or other industry certification
- Complete continuing education (CE) activities and earn a sufficient number of Continuing Education Units (CEUs)

For more information on the CE Program click [here](#).

Where do I find the CompTIA Code of Ethics Policy?

1. Log in to your [Certification Account](#)



The screenshot shows the CompTIA website's candidate login interface. At the top, the CompTIA logo is on the left, the tagline "Advancing the Global IT Industry" is in the center, and a "CompTIA" logo with a question mark icon is on the right. Below this is a red header bar with the text "Candidate Login". The main content area contains the following text: "Please login using your Candidate ID or email address 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." There are two input fields: "Candidate ID or email address *" with a red error message "This field is required." and "Password" with a red link "Forgot your password or Candidate ID?". Below the password field is a "Login" button and a red link "Never logged in before?". At the bottom left of the page, there is a link for "CompTIA | Privacy Statement".

2. Click on the Continuing Education menu item

The screenshot shows the CompTIA website header with the logo, tagline "Advancing the Global IT Industry", and a "SUPPORT" button. Below the header is a red navigation bar with the following menu items: Home | Demographics | History | Certifications | **Continuing Education** | Fulfillment | Transcripts. A green arrow points to the "Continuing Education" menu item.

Welcome to the CompTIA Candidate Database

From here you may select:

- Demographics to verify and update personal information and reset your password
- History to view exam(s)
- Certifications to view your current certification(s), download certificates and logos
- Continuing Education to sign the Code of Ethics agreement, pay CE Fees (annually), submit Continuing Education Units (CEUs) and view your Audit History
- Fulfillment to view the status of your certification kit(s) containing your certificate and wallet card
- Transcripts to forward your credentials to potential employers

Customer Support
Click the Support button in the upper right hand corner to access the Customer Support Center where you may search the FAQs, download documents and submit a ticket for customer service support.

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 \(DWCA\)](#).

Become a Subject Matter Expert
CompTIA frequently solicits the help of Subject Matter Experts (SMEs) in developing and maintaining our certification exams. See if you qualify to become a [CompTIA Subject Matter Expert](#).



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The Code of Ethics message box will appear if you have not signed the annual agreement.

3. Click on Code of Ethics Policy Page

The screenshot shows the CompTIA user interface. At the top, the CompTIA logo is on the left, and 'Advancing the Global IT Industry' is in the center. On the right, there are links for 'CompTIA Logout' and 'SUPPORT' with Japanese text 'Unterstützung' and 'サポート'. Below the header is a red navigation bar with links: Home | Demographics | History | Certifications | **Continuing Education** | Fulfillment | Transcripts. Underneath this bar are more links: CE Instructions | Code of Ethics Policy | CE Maintenance Fees | Add CEUs | Edit CEUs | Audit history.

A green message box is highlighted with a black border and contains the following text:

- You are required to read and agree to the annual CompTIA Continuing Education Code of Ethics Policy before continuing. Please go to the [Code of Ethics Policy page](#) to sign the agreement.

A green arrow points to the 'Code of Ethics Policy page' link in the message box.

Below the message box is a row of six navigation buttons: 'CE Instructions' (blue), 'Pay CE Fees' (green), 'Add CEUs' (purple), 'Edit CEUs' (orange), 'Payment History' (green), and 'Audit History' (yellow).

Monitor Your Progress

Make sure you have a plan for earning the number of CEUs you'll need to renew. CE Fees need to be current prior to uploading CEUs.

CEU Progress

| Name | Start Date | Expiration Date | Cycle Days Remaining | Applicable CEUs Submitted | CEUs Required | Percentage of CEUs Submitted |
|----------------------|-------------|-----------------|----------------------|---------------------------|---------------|------------------------------|
| CompTIA Security+ ce | 2014-Dec-16 | 2017-Dec-16 | 845 | 0 | 50 | 0% <input type="checkbox"/> |

CEU Progress displayed above is based on the certification in which your intent is set to. CEUs need only to be uploaded at this certification intent level.

CE Fees

| Name | Annual CE Fee | CE Fees Required for Renewal | CE Fees Paid | Remaining CE Fees | CE Fee Due By | Fee progress |
|----------------------|---------------|------------------------------|--------------|-------------------|---------------|-----------------------------|
| CompTIA Security+ ce | \$49.00 | \$147.00 | \$0.00 | \$147.00 | 2014-Dec-16 | 0% <input type="checkbox"/> |

CE Fees need only to be paid at the certification level your intent is set to.

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

Please read the text below carefully.

Code of Ethics Policy

To become certified you must accept by clicking the two boxes to "agree" to the current version of the certification agreement. Failure to complete this step will stop you from becoming certified.

If you are not of legal age, you cannot sign the agreement here. You must have your parent or legal guardian review the agreement, print the page, sign and send a copy to the following address:

CompTIA
c/o CE Audit Group
3500 Lacey Road, Suite 100
Downers Grove, IL 60515

Once CompTIA has received and reviewed your agreement you will be contacted via email. At that time you will be given instructions on signing the Ethics page agreement.

CompTIA Candidate Code of Ethics Policy

- 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:

- be denied and/or decertified in a CompTIA certification(s)
- have all other CompTIA certifications previously granted to such candidate revoked;
- not be eligible to register and/or schedule any CompTIA certification examination, or receive any CompTIA certification, for a minimum period of twelve (12) calendar months from the date of such determination;
- have the current continuing education program cycle suspended and/or not be eligible to pursue any CompTIA certification for a minimum period of twelve (12) calendar months from the date of such determination;
- be subject to any and all other appropriate action, including legal remedies, that CompTIA deems necessary or appropriate to enforce CompTIA's Ethics Policy.

Appeals Process

After a Certified Person has received a written notice of violations and applicable sanctions from CompTIA, such candidate or Certified Person will have thirty (30) calendar days to file a written request for appeal pursuant to CompTIA's Appeals Policy and Process.

I am at least 18 years old or have sent in a signed (by parent/guardian) copy of this page to CompTIA and been sent a notification of approval by CompTIA.

Agree to Policy

Submit



Where do I pay my CE Fees?

1. Log in to your [Certification Account](#)

CompTIA. Advancing the Global IT Industry CompTIA ?

Candidate Login

Please login using your Candidate ID or email address and Password.

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.

Candidate ID or email address * This field is required.

Password [Forgot your password or Candidate ID?](#)

[Never logged in before?](#)

CompTIA | [Privacy Statement](#)

2. Click on the Continuing Education menu item

The screenshot shows the CompTIA website header with the logo, tagline "Advancing the Global IT Industry", and a "SUPPORT" button. A green arrow points to the "Continuing Education" link in the navigation menu. Below the menu, the page content includes a welcome message, a list of options for users, customer support information, and a note for DoD personnel. At the bottom, there is a promotional banner for "CompTIA CertMaster" with a trophy icon and the text "UNLOCK ACHIEVEMENT".

CompTIA Advancing the Global IT Industry CompTIA Logout
SUPPORT Unterstützung
サポート

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

Welcome to the CompTIA Candidate Database

From here you may select:

- Demographics to verify and update personal information and reset your password
- History to view exam(s)
- Certifications to view your current certification(s), download certificates and logos
- Continuing Education to sign the Code of Ethics agreement, pay CE Fees (annually), submit Continuing Education Units (CEUs) and view your Audit History
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- Transcripts to forward your credentials to potential employers

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Click the Support button in the upper right hand corner to access the Customer Support Center where you may search the FAQs, download documents and submit a ticket for customer service support.

Note for DoD personnel
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Become a Subject Matter Expert
CompTIA frequently solicits the help of Subject Matter Experts (SMEs) in developing and maintaining our certification exams. See if you qualify to become a [CompTIA Subject Matter Expert](#).

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3. Click on the [Pay CE Fees](#) button


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[CompTIA](#) [Logout](#)
[Unterstützung](#)
[支援](#)
[サポート](#)

SUPPORT

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

[CE Instructions](#) | [Code of Ethics Policy](#) | [CE Maintenance Fees](#) | [Add CEUs](#) | [Edit CEUs](#) | [Audit history](#)


CE Instructions


Pay CE Fees


Add CEUs


Edit CEUs


Payment History


Audit History

Monitor Your Progress 

Make sure you have a plan for earning the number of CEUs you'll need to renew. CE Fees need to be current prior to uploading CEUs.

CEU Progress

| Name | Start Date | Expiration Date | Cycle Days Remaining | Applicable CEUs Submitted | CEUs Required | Percentage of CEUs Submitted |
|----------------------|-------------|-----------------|----------------------|---------------------------|---------------|---|
| CompTIA Security+ ce | 2015-Feb-04 | 2018-Feb-04 | 902 | 13 | 50 | <div style="width: 26%; background-color: #27ae60; height: 10px; display: inline-block;"></div> 26%  |

CEU Progress displayed above is based on the certification in which your intent is set to. CEUs need only to be uploaded at this certification intent level.

CE Fees

| Name | Annual CE Fee | CE Fees Required for Renewal | CE Fees Paid | Remaining CE Fees | CE Fee Due By | Fee progress |
|----------------------|---------------|------------------------------|--------------|-------------------|---------------|--|
| CompTIA Security+ ce | \$49.00 | \$147.00 | \$0.00 | \$147.00 | 2015-Feb-04 | <div style="width: 0%; background-color: #ccc; height: 10px; display: inline-block;"></div> 0%  |

CE Fees need only to be paid at the certification level your intent is set to.

The following screen will display if you have [multiple CompTIA certifications](#) (A+, Network+, Mobility+, Security+, Cloud+ and/or CASP).

It is recommended you set your intent to the highest certification level you hold. Upon completion of the CE Program highest level certifications will automatically renew lower level certifications. CompTIA CASP is considered the highest-level certification, followed by CompTIA Security+, CompTIA Network+ and CompTIA A+.

Note: This is not applicable to CompTIA Cloud+ and CompTIA Mobility+.

4. Select the Intended path by clicking on the drop down arrow

The screenshot shows the CompTIA website interface. At the top, there is a navigation bar with the CompTIA logo, the tagline "Advancing the Global IT Industry", a "SUPPORT" button, and language options for "Logout", "Unterstützung", and "サポート". Below this is a red navigation bar with links for "Home", "Demographics", "History", "Certifications", "Continuing Education", "Fulfillment", and "Transcripts". Underneath, there are links for "CE Instructions", "Code of Ethics Policy", "CE Maintenance Fees", "Add CEUs", "Edit CEUs", and "Audit history".

The main content area is titled "Select your Intent". It contains the following text:

If your intention is to keep all of your certifications current, you'll only need to pay the CE fees for your highest level certification. Renewing a higher-level CompTIA certification fully renews your lower level certifications. Review information on [Renewing Multiple Certifications](#).

CE Fees paid regardless of the intent level will also apply towards CompTIA Cloud+ and CompTIA Mobility+ annual fees. You do not need to make separate payments to renew these certifications.

Below the text is a form titled "CE Intent Level". It features a dropdown menu labeled "Intent Level" with the selected option "CE CompTIA Security+". A "Submit" button is located below the dropdown. A green arrow points to the dropdown arrow.

5. If you are using a CE Token to pay CE Fees, the CE Token number is to be entered in the CE Tokens Codes field.
6. If using multiple CE Tokens to pay CE Fees, the CE Tokens would be entered in the remaining Token Codes fields.
7. Click on the Submit button



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[サポート](#)

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[CE Instructions](#) | [Code of Ethics Policy](#) | [CE Maintenance Fees](#) | [Add CEUs](#) | [Edit CEUs](#) | [Audit history](#)

CE Program Fees

Payments are due annually based on your certification date. The system will not allow you to upload CEUs unless you are current with your CE Fees.

IMPORTANT NOTE: Paying **ONLY** your CE Fees will not renew your CompTIA certification(s). You must also earn continuing education units (CEUs) thru various CE activity types.

Refunds will not be provided.

CE Fees

Annual CE Fee Due: \$49.00
CE Fees Remaining Balance: \$147.00

| | Name | Years | Price |
|-------------------------------------|----------------------------------|-------|---------|
| <input checked="" type="checkbox"/> | CE Fee (Network+/Security+/CASP) | 1 | \$49.00 |

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

CE Token Codes:



A message will appear stating the Token was accepted.



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CompTIA Logout

SUPPORT Unterstützung
支持
サポート

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

[CE Instructions](#) | [Code of Ethics Policy](#) | [CE Maintenance Fees](#) | [Add CEUs](#) | [Edit CEUs](#) | [Audit history](#)

- Token code(s) accepted

CE Fees

Annual CE Fee Due: \$49.00
CE Fees Remaining Balance: \$147.00

| | Name | Years | Price |
|-------------------------------------|----------------------------------|-------|---------|
| <input checked="" type="checkbox"/> | CE Fee (Network+/Security+/CASP) | 1 | \$49.00 |

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

CE Token Codes:

If the CE Token code was not accepted a message displays notifying you to contact your command POC.



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[CE Instructions](#) | [Code of Ethics Policy](#) | [CE Maintenance Fees](#) | [Add CEUs](#) | [Edit CEUs](#) | [Audit history](#)

- One or more of your CE 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 CE Tokens to the purchasing organization but does not track or monitor the distribution or ongoing management of these CE Tokens for the certified professional.

CE Program Fees

Payments are due annually based on your certification date. The system will not allow you to upload CEUs unless you are current with your CE Fees.

IMPORTANT NOTE: Paying ONLY your CE Fees will not renew your CompTIA certification(s). You must also earn continuing education units (CEUs) thru various CE activity types.

Refunds will not be provided.

CE Fees

Annual CE Fee Due: \$49.00
CE Fees Remaining Balance: \$147.00

| | Name | Years | Price |
|-------------------------------------|----------------------------------|-------|---------|
| <input checked="" type="checkbox"/> | CE Fee (Network+/Security+/CASP) | 1 | \$49.00 |

Next
Back

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

CE Token Codes:

Submit

If not using a CE Token

8. Make sure the check box next to CE Annual Fee is checked
9. Select the number of CE Years you are making a payment for
10. Click on the Next button



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[CE Instructions](#) | [Code of Ethics Policy](#) | [CE Maintenance Fees](#) | [Add CEUs](#) | [Edit CEUs](#) | [Audit history](#)

CE Program Fees

Payments are due annually based on your certification date. The system will not allow you to upload CEUs unless you are current with your CE Fees.

IMPORTANT NOTE: Paying ONLY your CE Fees will not renew your CompTIA certification(s). You must also earn continuing education units (CEUs) thru various CE activity types.

Refunds will not be provided.

CE Fees

Annual CE Fee Due: \$49.00
CE Fees Remaining Balance: \$147.00

| | Name | Years | Price |
|-------------------------------------|----------------------------------|-------|---------|
| <input checked="" type="checkbox"/> | CE Fee (Network+/Security+/CASP) | 1 | \$49.00 |

Next
Back

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

CE Token Codes:

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August 2015

11. Verify payment information and click on the Make Purchase button



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CompTIA Logout

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

[CE Instructions](#) | [Code of Ethics Policy](#) | [CE Maintenance Fees](#) | [Add CEUs](#) | [Edit CEUs](#) | [Audit history](#)

IMPORTANT NOTE: Paying your CE Fees ONLY, will not renew your CompTIA certification(s). You must also earn continuing education units (CEUs) thru various CE activity types.

No Refunds will be provided.

By clicking on the Make Purchase button you are acknowledging that you understand the CE Program requirements to renew your certification(s) and that no refunds will be provided.

When the Make Purchase button is selected a PayPal browser window will open over the CE Confirm Purchase page. When you have completed your payment, close the PayPal window to return to the CE Confirm Purchase page.

CE Fees

Annual CE Fee Due: \$49.00
CE Fees Remaining Balance: \$147.00

| | Name | Years | Price | Total |
|-------------------------------------|----------------------------------|-------|---------|---------|
| <input checked="" type="checkbox"/> | CE Fee (Network+/Security+/CASP) | 1 | \$49.00 | \$49.00 |



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

CE Token Codes:

CE Fees can be paid via a PayPal account or via American Express, Discover, Visa or MasterCard. You need to enter demographic information to pay as a guest. By doing this it does not create a Paypal account. It is only a means to pay.

The Computing Technology Industry Association, Inc

Your order summary

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

Choose a way to pay

PayPal securely processes payments for The Computing Technology Industry Association, Inc.

[▶ Have a PayPal account?](#) **PayPal**™

Log in to your account to pay

▼ [Don't have a PayPal account?](#)
Pay as a guest now, sign up for PayPal later

Country United States ▼

First name

Last name

Address line 1

Address line 2 (optional)

City/State ▼

ZIP code

Phone type Home ▼
[Why is this needed?](#)

Phone number 555-555-1234

Email

[Continue](#)

Payments processed by **PayPal**™

Where can I find a record of CE Fees I've paid?

1. Log in to your [Certification Account](#)

CompTIA. Advancing the Global IT Industry CompTIA ?

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Candidate ID or email address * This field is required.

Password [Forgot your password or Candidate ID?](#)

[Never logged in before?](#)

CompTIA | [Privacy Statement](#)

2. Click on the History menu item

The screenshot shows the CompTIA website interface. At the top right, there are links for "CompTIA", "Logout", "SUPPORT", "Unterstützung", and "サポート". Below the navigation bar, the "History" menu item is highlighted with a green arrow. The main content area is titled "Welcome to the CompTIA Candidate Database" and lists several options for users to select from, including Demographics, History, Certifications, Continuing Education, Fulfillment, and Transcripts. Below this, there are sections for "Customer Support", "Note for DoD personnel", and "Become a Subject Matter Expert". At the bottom, there is a promotional banner for "CompTIA CertMaster" with the tagline "Personalized Confidence-based Learning".

CompTIA. Advancing the Global IT Industry

CompTIA Logout
SUPPORT Unterstützung サポート

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3. Click on Fee Transactions in the menu bar



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CompTIA Logout

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支持 サポート

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

View your exam history and other certification requirements.

Exams

Exams are imported during regular business hours. After completing an exam, allow 5 business days for it to appear here.

| Code | Exam | Registration number | Grade | Date |
|---------|-------------------------------|---------------------|-------|-------------|
| N10-004 | Network+ Exam (2009 Edition) | [REDACTED] | Pass | 2010-Oct-28 |
| SY0-201 | Security+ Exam (2008 Edition) | [REDACTED] | Pass | 2010-Mar-11 |

Continuing Education Enrollment and Maintenance Fee Information

| Name | Date | Expires | Source | Audit Status | Documentation | Language |
|--|-------------|-------------|--------|--------------|---------------|----------|
| CE Annual Maintenance Fee (Advanced Certifications) | 2015-Feb-04 | n/a | n/a | n/a | | |
| CE Annual Maintenance Fee (Advanced Certifications) | 2015-Jan-28 | n/a | n/a | n/a | | |
| CE Annual Maintenance Fee (Advanced Certifications) | 2012-Mar-23 | n/a | n/a | n/a | | |
| Enroll into CE for holders of "Good For Life" A+, Network+, or Security+ | 2012-Mar-23 | 2015-Mar-23 | n/a | n/a | | |

Continuing Education Code of Ethics Agreement

| Name | Date | Expires |
|-------------------------------------|-------------|-------------|
| CompTIA CE Program Policy Agreement | 2015-Jan-28 | 2016-Jan-28 |
| CompTIA CE Program Policy Agreement | 2012-Mar-23 | 2013-Mar-23 |

CE Maintenance Fees are displayed in the E-commerce transaction history section.



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

E-commerce transaction history

Click on a Transaction ID to print a copy of your CE Fee transaction.

| Item name | Price |
|---|----------------|
| 2015-Feb-04 - Transaction ID: [REDACTED] | |
| CE Fee (Network+/Security+/CASP) | \$49.00 |
| Total | \$49.00 |
| 2015-Jan-28 - Transaction ID: [REDACTED] | |
| CE Fee (Network+/Security+/CASP) | \$49.00 |
| Total | \$49.00 |
| 2012-Mar-23 - Transaction ID: [REDACTED] | |
| CE Fee (Network+/Security+/CASP) | \$49.00 |
| Total | \$49.00 |

CE Token History

| Fee voucher name | CE Token ID | Redeemed on | Status |
|------------------------------|-------------|-------------|--------|
| There is no data to display. | | | |

Where can I print a copy of my CE Fee transactions?

1. Log in to your [Certification Account](#)

Advancing the Global IT IndustryCompTIA

Candidate Login

Please login using your Candidate ID or email address and Password.

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.

Candidate ID or email address * This field is required.

Password Forgot your password or Candidate ID?

[Never logged in before?](#)

CompTIA | [Privacy Statement](#)

2. Click on the History menu item

The screenshot shows the CompTIA website interface. At the top right, there are links for "CompTIA", "Logout", and a "SUPPORT" button. Below the logo, the tagline "Advancing the Global IT Industry" is displayed. A red navigation bar contains the following menu items: Home, Demographics, History, Certifications, Continuing Education, Fulfillment, and Transcripts. A green arrow points to the "History" menu item. Below the navigation bar, the main content area is titled "Welcome to the CompTIA Candidate Database". Underneath, there is a section "From here you may select:" followed by a list of options: Demographics to verify and update personal information and reset your password; History to view exam(s); Certifications to view your current certification(s), download certificates and logos; Continuing Education to sign the Code of Ethics agreement, pay CE Fees (annually), submit Continuing Education Units (CEUs) and view your Audit History; Fulfillment to view the status of your certification kit(s) containing your certificate and wallet card; and Transcripts to forward your credentials to potential employers. Below this list are sections for "Customer Support", "Note for DoD personnel", and "Become a Subject Matter Expert". At the bottom of the page, there is a promotional banner for "CompTIA CertMaster" with the text "Now Available: CompTIA CertMaster Personalized Confidence-based Learning". The banner includes an image of a trophy and the text "UNLOCK ACHIEVEMENT". The footer contains the copyright information: "©2014 CompTIA Learning, LLC 3500 Lacey Road, Suite 100, Downers Grove, IL 60515-5439, U.S.A." and the "CompTIA CERTMASTER" logo.

3. Click on Fee Transactions in the menu bar



Advancing the Global IT Industry

CompTIA Logout

SUPPORT Unterstützung
支持 サポート

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

View your exam history and other certification requirements.

Exams

Exams are imported during regular business hours. After completing an exam, allow 5 business days for it to appear here.

| Code | Exam | Registration number | Grade | Date |
|---------|-------------------------------|---------------------|-------|-------------|
| N10-004 | Network+ Exam (2009 Edition) | [REDACTED] | Pass | 2010-Oct-28 |
| SY0-201 | Security+ Exam (2008 Edition) | [REDACTED] | Pass | 2010-Mar-11 |

Continuing Education Enrollment and Maintenance Fee Information

| Name | Date | Expires | Source | Audit Status | Documentation | Language |
|--|-------------|-------------|--------|--------------|---------------|----------|
| CE Annual Maintenance Fee (Advanced Certifications) | 2015-Feb-04 | n/a | n/a | n/a | | |
| CE Annual Maintenance Fee (Advanced Certifications) | 2015-Jan-28 | n/a | n/a | n/a | | |
| CE Annual Maintenance Fee (Advanced Certifications) | 2012-Mar-23 | n/a | n/a | n/a | | |
| Enroll into CE for holders of "Good For Life" A+, Network+, or Security+ | 2012-Mar-23 | 2015-Mar-23 | n/a | n/a | | |

Continuing Education Code of Ethics Agreement

| Name | Date | Expires |
|-------------------------------------|-------------|-------------|
| CompTIA CE Program Policy Agreement | 2015-Jan-28 | 2016-Jan-28 |
| CompTIA CE Program Policy Agreement | 2012-Mar-23 | 2013-Mar-23 |

CE Maintenance Fees are displayed in the E-commerce transaction history section.

4. Click on the Transaction ID



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

E-commerce transaction history

Click on a Transaction ID to print a copy of your CE Fee transaction.

| Item name | Price |
|---|----------------|
| 2015-Feb-04 - Transaction ID: [REDACTED] | |
| CE Fee (Network+/Security+/CASP) | \$49.00 |
| Total | \$49.00 |
| 2015-Jan-28 - Transaction ID: [REDACTED] | |
| CE Fee (Network+/Security+/CASP) | \$49.00 |
| Total | \$49.00 |
| 2012-Mar-23 - Transaction ID: [REDACTED] | |
| CE Fee (Network+/Security+/CASP) | \$49.00 |
| Total | \$49.00 |

CE Token History

| Fee voucher name | CE Token ID | Redeemed on | Status |
|------------------------------|-------------|-------------|--------|
| There is no data to display. | | | |

Where do I submit Continuing Education Units (CEUs)?

1. Log in to your [Certification Account](#)

CompTIA. Advancing the Global IT Industry CompTIA ?

Candidate Login

Please login using your Candidate ID or email address and Password.

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.

Candidate ID or email address * This field is required.

Password [Forgot your password or Candidate ID?](#)

[Never logged in before?](#)

CompTIA | [Privacy Statement](#)

2. Click on the Continuing Education menu item

The screenshot shows the top of the CompTIA website. The header includes the CompTIA logo, the tagline "Advancing the Global IT Industry", and a "SUPPORT" button. A green arrow points to the "Continuing Education" link in the navigation menu. Below the menu, the page content includes a welcome message, a list of options for users, and a promotional banner for "CompTIA CertMaster".

CompTIA Advancing the Global IT Industry CompTIA Logout
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Welcome to the CompTIA Candidate Database

From here you may select:

- Demographics to verify and update personal information and reset your password
- History to view exam(s)
- Certifications to view your current certification(s), download certificates and logos
- Continuing Education to sign the Code of Ethics agreement, pay CE Fees (annually), submit Continuing Education Units (CEUs) and view your Audit History
- Fulfillment to view the status of your certification kit(s) containing your certificate and wallet card
- Transcripts to forward your credentials to potential employers

Customer Support
Click the Support button in the upper right hand corner to access the Customer Support Center where you may search the FAQs, download documents and submit a ticket for customer service support.

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 \(DWCA\)](#).

Become a Subject Matter Expert
CompTIA frequently solicits the help of Subject Matter Experts (SMEs) in developing and maintaining our certification exams. See if you qualify to become a [CompTIA Subject Matter Expert](#).



Now Available:
CompTIA CertMaster
Personalized Confidence-based Learning

CompTIA
CERTMASTER

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3. Click on the Add CEUs button


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CompTIA Logout
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CE Instructions | Code of Ethics Policy | CE Maintenance Fees | Add CEUs | Edit CEUs | Audit history


CE Instructions


Pay CE Fees


Add CEUs


Edit CEUs


Payment History


Audit History

Monitor Your Progress

Make sure you have a plan for earning the number of CEUs you'll need to renew. CE Fees need to be current prior to uploading CEUs.

CEU Progress

| Name | Start Date | Expiration Date | Cycle Days Remaining | Applicable CEUs Submitted | CEUs Required | Percentage of CEUs Submitted |
|----------------------|-------------|-----------------|----------------------|---------------------------|---------------|---|
| CompTIA Security+ ce | 2015-Feb-04 | 2018-Feb-04 | 902 | 13 | 50 | <div style="width: 26%; background-color: #27ae60; height: 10px; display: inline-block;"></div> 26% ✔ |

CEU Progress displayed above is based on the certification in which your intent is set to. CEUs need only to be uploaded at this certification intent level.

CE Fees

| Name | Annual CE Fee | CE Fees Required for Renewal | CE Fees Paid | Remaining CE Fees | CE Fee Due By | Fee progress |
|----------------------|---------------|------------------------------|--------------|-------------------|---------------|--|
| CompTIA Security+ ce | \$49.00 | \$147.00 | \$0.00 | \$147.00 | 2015-Feb-04 | <div style="width: 0%; background-color: #ccc; height: 10px; display: inline-block;"></div> 0% ✔ |

CE Fees need only to be paid at the certification level your intent is set to.

The following screen will only display if you have [multiple CompTIA certifications](#) (A+, Network+, Mobility+, Security+, Cloud+ and/or CASP).

It is recommended you set your intent to the highest certification level you hold. Upon completion of the CE Program highest level certifications will automatically renew lower level certifications. CompTIA CASP is considered the highest-level certification, followed by CompTIA Security+, CompTIA Network+ and CompTIA A+.

Note: This is not applicable to CompTIA Cloud+ and CompTIA Mobility+.

4. Select the Intended path by clicking on the drop down arrow

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Add CEUs

Select your Intent

If your intention is to keep all of your certifications current, you will need to select your highest level CompTIA certification as your intent level. Renewing a higher-level CompTIA certification fully renews your lower level certifications. Review information on [Renewing Multiple Certifications](#).

CompTIA Cloud+ and CompTIA Mobility+ cannot be used to renew lower CompTIA certifications. Higher certifications do not renew CompTIA Cloud+ and CompTIA Mobility+.

CE Intent Level

Intent Level

Submit

5. Click on and Activity Group

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Add CEUs

It is important that you submit CEUs using the correct activity type to ensure that all CEUs you have earned are applied towards your certification renewal. If you are not sure which activity type to use please review the [CE Program Activities Summary](#).

Once CEUs are submitted they are automatically accepted and applied towards the total number of CEUs required for renewal. Select your activity from one of the groups.

| Activity Type | |
|---------------|-------------------------------|
| > | Additional IT Certifications |
| > | Training and Higher Education |
| > | Work Experience |
| > | IT Industry Participation |
| > | Publishing |

6. Click on the Activity

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[CE Instructions](#) | [Code of Ethics Policy](#) | [CE Maintenance Fees](#) | [Add CEUs](#) | [Edit CEUs](#) | [Audit history](#)

Add CEUs

It is important that you submit CEUs using the correct activity type to ensure that all CEUs you have earned are applied towards your certification renewal. If you are not sure which activity type to use please review the [CE Program Activities Summary](#).

Once CEUs are submitted they are automatically accepted and applied towards the total number of CEUs required for renewal. Select your activity from one of the groups.

| Activity Type |
|---|
| Additional IT Certifications |
| Earned a CompTIA Cloud+ Certification for Security+ CEUs |
| Earned a CompTIA Mobility+ Certification for Security+ CEUs |
| Earned a Non CompTIA Certification for Security+ CEUs |
| > Training and Higher Education |
| > Work Experience |
| > IT Industry Participation |
| > Publishing |

Notice the [activity requirements](#) display on the screen. You need to ensure you read the requirements prior to submitting.

7. Click on the Accept Activity button

The screenshot shows the CompTIA web portal interface. At the top, there is a navigation bar with the CompTIA logo, the tagline "Advancing the Global IT Industry", a "SUPPORT" button, and links for "CompTIA Logout" and "Unterstützung 支持 サポート". Below this is a red navigation menu with links for "Home", "Demographics", "History", "Certifications", "Continuing Education", "Fulfillment", and "Transcripts". A secondary navigation bar contains links for "CE Instructions", "Code of Ethics Policy", "CE Maintenance Fees", "Add CEUs", "Edit CEUs", and "Audit history".

The main content area is titled "Add CEUs". It contains the following text:

It is important that you submit CEUs using the correct activity type to ensure that all CEUs you have earned are applied towards your certification renewal. If you are not sure which activity type to use please review the [CE Program Activities Summary](#).

Once CEUs are submitted they are automatically accepted and applied towards the total number of CEUs required for renewal.

Select your activity from one of the groups.

Activity Type Earned a CompTIA Mobility+ Certification for Security+ CEUs
Certification CompTIA Security+ ce
 Please read the following information prior to accepting the activity:
Activity Definition: Candidates can receive partial CEUs for Security+ by earning/renewing a CompTIA Mobility+ certification. The number of CEUs that can be used towards renewing Security+ is listed in the [CompTIA Security+ chart](#).

Instructions **Max CEUs that can be earned per 3 year CE cycle for this activity:**
 CompTIA Security+-50 CEUs

Documentation Required:
 Copy of the CompTIA Mobility+ certificate

At the bottom of this section is a button labeled "Accept Activity", which is highlighted by a green arrow.

8. Select the number of CEUs for the activity

If the field does not allow you to input anything this means the Max CEUs have been met for that activity or the activity does not require you to enter hours or years.

Please note there are Max CEUs for the 3 year CE cycle on all activities.



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[CE Instructions](#) | [Code of Ethics Policy](#) | [CE Maintenance Fees](#) | [Add CEUs](#) | [Edit CEUs](#) | [Audit history](#)

Add CEUs

Activity Type

Units 

Invalid

Date 

Comments:

Documentation language

Documentation

There is a file size limit: 1 megabyte per file uploaded. Certified professionals can upload 5 files per CE Activity. That means a total limit of 5 megabytes per documentation file.
 Please read the following information prior to accepting the activity:
Activity Definition: Candidates can receive partial CEUs for Security+ by earning/renewing a CompTIA Mobility+ certification. The number of CEUs that can be used towards renewing Security+ is listed in the [CompTIA Security+ chart](#).

Instructions **Max CEUs that can be earned per 3 year CE cycle for this activity:**
 CompTIA Security+-50 CEUs

Documentation Required:
 Copy of the CompTIA Mobility+ certificate

(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 CEUs being submitted meet the above CE Program Requirements

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

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Add CEUs

Activity Type

Units

Invalid

Date

Comments:

Documentation language

✕ Remove

Documentation

✕ Remove

There is a file size limit: 1 megabyte per file uploaded. Certified professionals can upload 5 files per CE Activity. That means a total limit of 5 megabytes per documentation file.
 Please read the following information prior to accepting the activity:
Activity Definition: Candidates can receive partial CEUs for Security+ by earning/renewing a CompTIA Mobility+ certification. The number of CEUs that can be used towards renewing Security+ is listed in the [CompTIA Security+](#) chart.

Instructions **Max CEUs that can be earned per 3 year CE cycle for this activity:**
 CompTIA Security+-50 CEUs

Documentation Required:
 Copy of the CompTIA Mobility+ certificate

(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 CEUs being submitted meet the above CE Program Requirements

10. Click on the Browse button to upload CE documents. Max of 5 documents can be submitted and Max of 1 meg or less per document size

Please note the [documentation requirements](#) for the activity.

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CE Instructions | Code of Ethics Policy | CE Maintenance Fees | [Add CEUs](#) | Edit CEUs | Audit history

Add CEUs

Activity Type

Units

Invalid

Date

Comments:

Documentation language

✕ Remove

Documentation

✕ Remove

There is a file size limit: 1 megabyte per file uploaded. Certified professionals can upload 5 files per CE Activity. That means a total limit of 5 megabytes per documentation file.
Please read the following information prior to accepting the activity:

Activity Definition: Candidates can receive partial CEUs for Security+ by earning/renewing a CompTIA Mobility+ certification. The number of CEUs that can be used towards renewing Security+ is listed in the [CompTIA Security+ chart](#).

Instructions **Max CEUs that can be earned per 3 year CE cycle for this activity:**
CompTIA Security+-50 CEUs

Documentation Required:
Copy of the CompTIA Mobility+ certificate

(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 CEUs being submitted meet the above CE Program Requirements

Certified must read statements 1 and 2 prior to submitting CEUs.

11. Click on the agree check box
12. Click on the Submit button

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

[CE Instructions](#) | [Code of Ethics Policy](#) | [CE Maintenance Fees](#) | [Add CEUs](#) | [Edit CEUs](#) | [Audit history](#)

Add CEUs

Activity Type:

Units:

Invalid:

Date:

Comments:

Documentation language:

Documentation:

There is a file size limit: 1 megabyte per file uploaded. Certified professionals can upload 5 files per CE Activity. That means a total limit of 5 megabytes per documentation file.
 Please read the following information prior to accepting the activity:

Activity Definition: Candidates can receive partial CEUs for Security+ by earning/renewing a CompTIA Mobility+ certification. The number of CEUs that can be used towards renewing Security+ is listed in the [CompTIA Security+ chart](#).

Instructions **Max CEUs that can be earned per 3 year CE cycle for this activity:**
 CompTIA Security+-50 CEUs

Documentation Required:
 Copy of the CompTIA Mobility+ certificate

(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.)

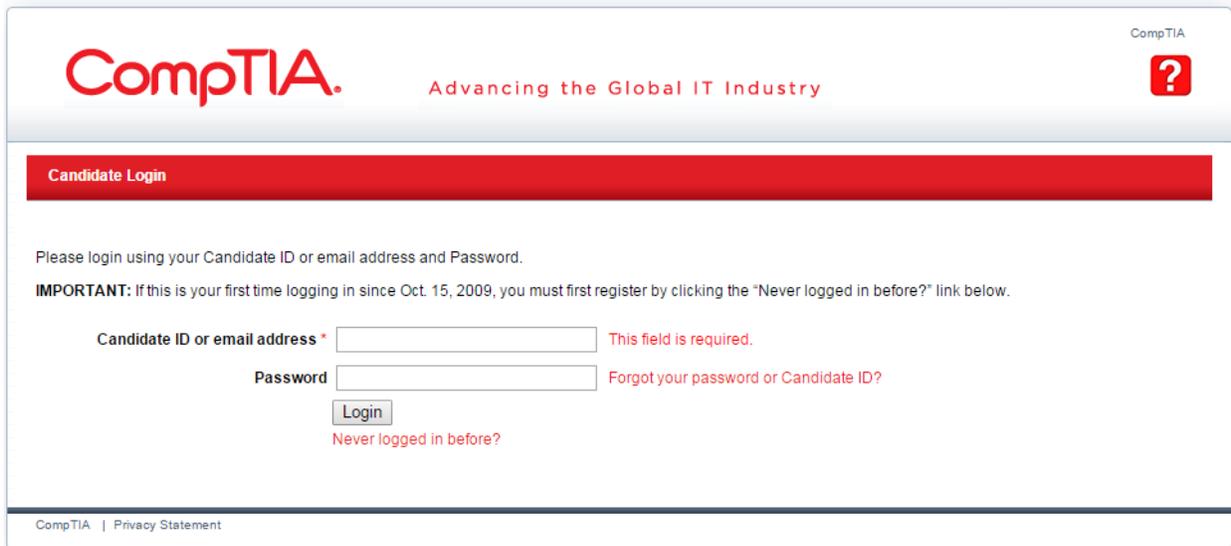
Or

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

I agree that the CEUs being submitted meet the above CE Program Requirements

Where can I find a record of the CEUs I have submitted for the current CE cycle?

1. Log in to your [Certification Account](#)



The screenshot shows the CompTIA website's candidate login interface. At the top, the CompTIA logo is on the left, the tagline "Advancing the Global IT Industry" is in the center, and a "CompTIA" logo with a red question mark icon is on the right. Below this is a red header bar with the text "Candidate Login". The main content area contains the following text: "Please login using your Candidate ID or email address 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." There are two input fields: "Candidate ID or email address *" with a red error message "This field is required." and "Password" with a red link "Forgot your password or Candidate ID?". Below the password field is a "Login" button and a red link "Never logged in before?". At the bottom left of the page, there is a footer with the text "CompTIA | Privacy Statement".

2. Click on the History menu item

The screenshot shows the CompTIA website interface. At the top right, there are links for "CompTIA", "Logout", "SUPPORT", "Unterstützung", and "サポート". Below the navigation bar, the "History" menu item is highlighted with a green arrow. The main content area is titled "Welcome to the CompTIA Candidate Database" and lists several options for users to manage their profiles and certifications. Below this, there are sections for "Customer Support", "Note for DoD personnel", and "Become a Subject Matter Expert". At the bottom, there is a promotional banner for "CompTIA CertMaster" with the tagline "Personalized Confidence-based Learning".

CompTIA. Advancing the Global IT Industry

CompTIA Logout
SUPPORT Unterstützung サポート

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

Welcome to the CompTIA Candidate Database

From here you may select:

- Demographics to verify and update personal information and reset your password
- History to view exam(s)
- Certifications to view your current certification(s), download certificates and logos
- Continuing Education to sign the Code of Ethics agreement, pay CE Fees (annually), submit Continuing Education Units (CEUs) and view your Audit History
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Click the Support button in the upper right hand corner to access the Customer Support Center where you may search the FAQs, download documents and submit a ticket for customer service support.

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3. Click on CE Activities



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

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

View your exam history and other certification requirements.

Exams

Exams are imported during regular business hours. After completing an exam, allow 5 business days for it to appear here.

| Code | Exam | Registration number | Grade | Date |
|---------|---|---------------------|-------|-------------|
| SY0-401 | CompTIA Security+ ce certification exam | ██████████ | Pass | 2014-Dec-03 |
| N10-004 | Network+ Exam (2009 Edition) | ██████████ | Pass | 2011-Nov-22 |
| 220-302 | A+ Linear OS Technologies Exam | ██████████ | Pass | 2005-Apr-06 |
| 220-301 | A+ Linear Core Hardware Exam | ██████████ | Pass | 2005-Mar-30 |

Continuing Education Enrollment and Maintenance Fee Information

| Name | Date | Expires | Source | Audit Status | Documentation | Language |
|---|-------------|---------|--------|--------------|---------------|----------|
| CE Annual Maintenance Fee (Advanced Certifications) | 2015-Apr-20 | n/a | n/a | n/a | | |
| CE Annual Maintenance Fee (Advanced Certifications) | 2015-Apr-20 | n/a | n/a | n/a | | |
| CE Annual Maintenance Fee (Advanced Certifications) | 2014-Dec-10 | n/a | n/a | n/a | | |

Continuing Education Code of Ethics Agreement

| Name | Date | Expires |
|-------------------------------------|-------------|-------------|
| CompTIA CE Program Policy Agreement | 2014-Oct-20 | 2015-Oct-20 |

Continuing education activities submitted are listed in the Continuing Education Activities area.

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

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Continuing Education Activities

| Name | Date | Audit Status | CEUs | Updated | Who provided the training/webinar? | Source |
|---|-------------|--------------|------|-------------|------------------------------------|--------|
| Current | | | | | | |
| > Earned a Non CompTIA Certification for Security+ CEUs | 2015-Apr-30 | Complete | 50 | 2015-Apr-30 | | |

Where can I edit previously submitted CEUs?

1. Log in to your [Certification Account](#)

The screenshot shows the CompTIA Candidate Login page. At the top left is the CompTIA logo with the tagline "Advancing the Global IT Industry". At the top right is the text "CompTIA". Below the logo is a red horizontal bar with the text "Candidate Login". The main content area contains the following text: "Please login using your Login ID and Password." followed by "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." Below this text are two input fields: "CompTIA Career ID" and "Password". To the right of the Password field is a red link that says "Forgot your password or login ID?". Below the input fields is a blue "Login" button. Below the button is a red link that says "Never logged in before?". At the bottom left of the page is the text "CompTIA".

2. Click on the Continuing Education menu item



The screenshot shows the CompTIA website header with the logo and tagline "Advancing the Global IT Industry". A green arrow points to the "Continuing Education" link in the navigation menu. The main content area is titled "Welcome to the CompTIA Candidate Database" and lists several options for users to select from, including updating personal information, viewing exam history, and managing certifications. There is also a "Customer Support" section and a "Note for DoD personnel". At the bottom, there is a promotional banner for "CompTIA CertMaster" with the tagline "Personalized Confidence-based Learning".

CompTIA. Advancing the Global IT Industry

CompTIA Logout
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サポート

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

Welcome to the CompTIA Candidate Database

From here you may select:

- Demographics to verify and update personal information and reset your password
- History to view exam(s)
- Certifications to view your current certification(s), download certificates and logos
- Continuing Education to sign the Code of Ethics agreement, pay CE Fees (annually), submit Continuing Education Units (CEUs) and view your Audit History
- Fulfillment to view the status of your certification kit(s) containing your certificate and wallet card
- Transcripts to forward your credentials to potential employers

Customer Support
Click the Support button in the upper right hand corner to access the Customer Support Center where you may search the FAQs, download documents and submit a ticket for customer service support.

Note for DoD personnel
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Become a Subject Matter Expert
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3. Click on the Edit CEUs button



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CE Instructions


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Monitor Your Progress

Make sure you have a plan for earning the number of CEUs you'll need to renew. CE Fees need to be current prior to uploading CEUs.

CEU Progress

| Name | Start Date | Expiration Date | Cycle Days Remaining | Applicable CEUs Submitted | CEUs Required | Percentage of CEUs Submitted |
|---------------------|-------------|-----------------|----------------------|---------------------------|---------------|--|
| CompTIA Network+ ce | 2015-Jan-06 | 2018-Jan-06 | 866 | 0 | 30 | <div style="width: 0%; height: 10px; background-color: #ccc;"></div> 0% ✓ |

CEU Progress displayed above is based on the certification in which your intent is set to. CEUs need only to be uploaded at this certification intent level.

CE Fees

| Name | Annual CE Fee | CE Fees Required for Renewal | CE Fees Paid | Remaining CE Fees | CE Fee Due By | Fee progress |
|---------------------|---------------|------------------------------|--------------|-------------------|---------------|---|
| CompTIA Network+ ce | \$49.00 | \$147.00 | \$147.00 | \$0.00 | Paid in full | <div style="width: 100%; height: 10px; background-color: #4caf50;"></div> 100% ✓ |

CE Fees need only to be paid at the certification level your intent is set to.

The following screen will only display if you have [multiple CompTIA certifications](#) (A+, Network+, Mobility+, Security+, Cloud+ and/or CASP).

It is recommended you set your intent to the highest certification level you hold. Upon completion of the CE Program highest level certifications will automatically renew lower level certifications. CompTIA CASP is considered the highest-level certification, followed by CompTIA Security+, CompTIA Network+ and CompTIA A+.

Note: This is not applicable to CompTIA Cloud+ and CompTIA Mobility+.

4. Select the Intended path by clicking on the drop down arrow

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Edit CEUs

Select your Intent

If your intention is to keep all of your certifications current, you will need to select your highest level CompTIA certification as your intent level. Renewing a higher-level CompTIA certification fully renews your lower level certifications. Review information on [Renewing Multiple Certifications](#).

CompTIA Cloud+ and CompTIA Mobility+ cannot be used to renew lower CompTIA certifications. Higher certifications do not renew CompTIA Cloud+ and CompTIA Mobility+.

CE Intent Level

Intent Level ▼

CEU activities can only be modified for the current CE cycle. Previous CE cycle activities remain as is and cannot be modified or deleted.

To delete an activity

5. Click on the Activity title

The screenshot shows the CompTIA user interface. At the top, there is a navigation bar with the CompTIA logo, the tagline 'Advancing the Global IT Industry', a 'SUPPORT' button, and links for 'Logout' and 'Unterstützung / 支持 / サポート'. Below this is a red navigation bar with links for 'Home', 'Demographics', 'History', 'Certifications', 'Continuing Education', 'Fulfillment', and 'Transcripts'. Underneath, there are links for 'CE Instructions', 'Code of Ethics Policy', 'CE Maintenance Fees', 'Add CEUs', 'Edit CEUs', and 'Audit history'. The main content area is titled 'Edit CEUs' and contains instructions: 'Changes can be made to correct the number of CEUs entered or to upload additional documentation. If you submitted CEUs using the wrong CE activity type, you'll need to delete your original submission and re-submit your CEUs choosing the correct activity type. Click on the activity name to edit.' Below the instructions is a table with the following data:

| Name | Date | CEUs | Updated |
|--|-------------|---------------|-------------|
| Attended a Conference (1 unit per hour) for Security+ CEUs Comments: Attended Conference: Blackhat 2015 (August 4-5) | 2015-Aug-24 | 10 (10 Hours) | 2015-Aug-24 |
| Completed a Training Course (1 unit per hour) for Security+ CEUs Comments: I attended training at Blackhat 2015. The course was titled Exploit Laboratory: Black Belt | 2015-Aug-24 | 16 (16 Hours) | 2015-Aug-24 |

6. Click on the Delete button



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Edit CEUs

Activity Type:

Units:

Invalid:

Date:

Expires:

Comments:

Documentation language:

Remove

Documentation:

Remove

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

Please read the following information prior to accepting the activity:

Activity Definition: This activity pertains to participation in a conference that is relevant to the CompTIA exam objectives in which the certified professional is pursuing recertification. Example: if renewing at the Security+ intent level then the conference sessions must be relevant to IT Security.

Certified professionals will earn 1 CEU per session hour.

Instructions **Max CEUs that can be earned per 3 year CE cycle for this activity:**
CompTIA Security+-10 CEUs

Documentation Required:
Detailed Description/Outline of the Conference Content
Completion Certificate or Email verification of conference registration containing the following:
-Name of the certified professional
-Name of the conference
-Date(s) the conference was attended

To change the number of CEUs

7. Click in the Units box and change the number
8. Click on the Update button



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Edit CEUs

Activity Type

Units 

Invalid

Date 

Expires 

Comments:

Documentation language 

x Remove

Documentation

x Remove

Download

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

Please read the following information prior to accepting the activity:

Activity Definition: This activity pertains to participation in a conference that is relevant to the CompTIA exam objectives in which the certified professional is pursuing recertification. Example: If renewing at the Security+ intent level then the conference sessions must be relevant to IT Security.

Certified professionals will earn 1 CEU per session hour.

Instructions **Max CEUs that can be earned per 3 year CE cycle for this activity:**
CompTIA Security+-10 CEUs

Documentation Required:
Detailed Description/Outline of the Conference Content
Completion Certificate or Email verification of conference registration containing the following:
-Name of the certified professional
-Name of the conference
-Date(s) the conference was attended

To upload additional documentation

9. Click on the Browse button
10. Add the documentation
11. Click on the Update button

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Edit CEUs

Activity Type

Units

Invalid

Date

Expires

Comments:

Documentation language 

Documentation

[Download](#)

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Documentation Required:
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 -Name of the certified professional
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 -Date(s) the conference was attended

Where can I see my overall progress?

1. Log in to your [Certification Account](#)

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Candidate Login

Please login using your Login ID and Password.

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.

CompTIA Career ID

Password [Forgot your password or login ID?](#)

[Never logged in before?](#)

CompTIA

2. Click on the Continuing Education menu item



The screenshot shows the top of the CompTIA website. The header includes the CompTIA logo, the tagline "Advancing the Global IT Industry", and a "SUPPORT" button. A green arrow points to the "Continuing Education" link in the navigation menu. Below the menu, the page content includes a welcome message, a list of options for users, and a promotional banner for "CompTIA CertMaster".

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Welcome to the CompTIA Candidate Database

From here you may select:

- Demographics to verify and update personal information and reset your password
- History to view exam(s)
- Certifications to view your current certification(s), download certificates and logos
- Continuing Education to sign the Code of Ethics agreement, pay CE Fees (annually), submit Continuing Education Units (CEUs) and view your Audit History
- Fulfillment to view the status of your certification kit(s) containing your certificate and wallet card
- Transcripts to forward your credentials to potential employers

Customer Support
Click the Support button in the upper right hand corner to access the Customer Support Center where you may search the FAQs, download documents and submit a ticket for customer service support.

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 \(DWCA\)](#).

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The Continuing Education home page provides you with your overall progress towards renewing your CompTIA certifications.

- CEU Progress – Start Date and Expiration Date, cycle days remaining, CEUs submitted that count towards renewal, CEU total required and percentage complete
- CE Fees – Annual CE Fee amount, Annual CE Fee required and Annual CE Fees paid.


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SUPPORT

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CEU Progress

| Name | Start Date | Expiration Date | Cycle Days Remaining | Applicable CEUs Submitted | CEUs Required | Percentage of CEUs Submitted |
|----------------------|-------------|-----------------|----------------------|---------------------------|---------------|--|
| CompTIA Security+ ce | 2013-May-31 | 2016-May-31 | 281 | 26 | 50 | <div style="display: flex; align-items: center;"> <div style="width: 52%; height: 10px; background-color: #e91e63;"></div> 52% </div> |

CEU Progress displayed above is based on the certification in which your intent is set to. CEUs need only to be uploaded at this certification intent level.

CE Fees

| Name | Annual CE Fee | CE Fees Required for Renewal | CE Fees Paid | Remaining CE Fees | CE Fee Due By | Fee progress |
|----------------------|---------------|------------------------------|--------------|-------------------|---------------|--|
| CompTIA Security+ ce | \$49.00 | \$147.00 | \$147.00 | \$0.00 | Paid in full | <div style="display: flex; align-items: center;"> <div style="width: 100%; height: 10px; background-color: #27ae60;"></div> 100% </div> |

CE Fees need only to be paid at the certification level your intent is set to.

Will my CEUs be audited?

As per the [CompTIA Continuing Education \(CE\) Program Audit Policy](#), audits are performed randomly. CompTIA is unable to guarantee a certified professional's record will be audited. If an audit is performed the certified professional will be notified via email stating an audit was performed and how to go about reviewing the results.

Guidelines to follow when submitting CompTIA Continuing Education Units (CEUs)

We cannot guarantee that your record will be audited if requested. If we audit your record and we find any issues with your information, you will receive an email notifying you about the audit and instructions for reviewing the results.

All CEUs that are submitted are automatically accepted for CEUs. CompTIA audits a random selection of certified professionals' CE program records to ensure that the requirements are met and follow the program's policies and procedures. You can review additional details in the CE Program Audit Policy online.

We encourage you to review all of the information available on the [Earn Continuing Education Units](#) page for details regarding valid CE activities, activity descriptions, submission requirements and the maximum number of continuing education units (CEUs) per activity that can be used toward renewing your certification. 50% of the content of your CE activities must map to one or more of the current [CompTIA exam objectives](#) for the highest level CompTIA certification being renewed.

You may earn CEUs by achieving other industry certifications for a partial amount or the full number of CEUs required. Check online for a list of [other industry certifications](#) that will grant CEUs toward the respective CompTIA certification(s). You will also find a list of [pre-approved training courses](#) that can be used to earn CEUs.

If you've reviewed all of the information provided regarding the Continuing Education Program and still have additional questions, you can reach our customer service team Monday to Friday at 866.835.8020, option 2, from 7 a.m. to 7 p.m. CT.