Autodesk AutoCAD Certified User Fact Sheet

Name of Specific Credential	Autodesk AutoCAD Certified User
CTE Program Alignment(s)	Architectural Drafting, Mechanical Drafting
Description of Credentials	Career and technical education programs across the United States equip students with marketable 2D and 3D design skills by teaching them to use state-of-the-art Autodesk® design software. Autodesk Certified User certification confirms students have developed the entry-level skills needed to effectively use AutoCAD software. Knowledge demonstrated includes creating or plotting drawings, editing objects, working with layouts, etc.
Entry-Level Annual Salaries *(List All)*	$21,000 - $39,000

Industry-Based Credential Requirements: Students

Standard / Curriculum	Certiport makes Autodesk AutoCAD® certification easier with a unique three-step pathway: 1. LEARN (or review) how to use Autodesk AutoCAD® software with content-rich textbooks, online courseware, video resources, and more. 2. PRACTICE by using interactive exam-preparation tools and practice exams. Build the confidence you need to take the Autodesk AutoCAD® Certified User Exam. 3. CERTIFY and validate your skills by passing the exam and receiving your official certificate.

Testing Methodology	Paper?	No	Online – Cognitive portion	Yes	Performance Exams/ Tests? Psychomotor portion	Yes

Re-Testing *(if available)*	Re-Testing Procedures:	If a student does not achieve a passing score on any Autodesk AutoCAD® exam the student must wait (24 hours) before retaking the exam. After 2nd time not passing, student must wait 5 days. A five-day waiting period will be imposed for each subsequent exam retake. This policy applies to both voucher-based and site-license-based Certiport Centers. If a retake option was purchased with the voucher, a retake voucher is sent by email after a failed exam. Retake vouchers must be used within the specified time allotted including in the email	Max # of Attempts Allowed:	Unlimited

Testing Details *(include any age requirements / accommodations)*	The Autodesk AutoCAD® Certified User Exam includes multiple-choice and performance-based questions. Following are some examples of software aspects covered in the exam: • Creating, organizing, annotating, and plotting drawings • Manipulating, altering, and hatching objects • Working with layouts • Dimensioning • Working with reusable content • Creating additional drawing objects Before you take the Autodesk AutoCAD® Certified User exam, it is recommended that a student complete a 3D design course at a secondary institution and get

	50 hours of hands-on experience with Autodesk AutoCAD®

Industry-Based Credential Requirements: Teachers	
Instructor Credential Requirements *(by certifying agency)*	Autodesk Certified Instructors (ACI) are globally recognized as technical experts who have mastered the requirements to provide Autodesk training. For complete information, click here. To get certified: 1. Pass the Autodesk Professional Certification exam. 2. Submit an online application. Autodesk AutoCAD Certified User Fact Sheet Page 2 of 2 Autodesk AutoCAD Certification FS.docx 8/30/2018 3. Complete the ACI Teacher Training e-Course with a passing score of 70 points or higher. 4. Complete the certification process through an onsite ACI Workshop or be evaluated via video submission online. In both cases, a candidate is assessed on instructional skills and the ability to deliver lessons. To be eligible for the ACI program, a candidate must: 1. Pass the current Autodesk Professional Certification exam. 2. Have at least one-year experience teaching. 3. Clearly understand the content framework in the Industry Standards documents of ACI.
Proctoring / Test Security *(if any)*	Exam policy, proctoring and security information are available on the Certiport website: www.certiport.com

Credential Tracking			
Credential Documentation	Certiport maintains all documentation. Students create their own Certiport account and can track AutoDesk AutoCAD certification online. Students can print out copies of the certifications they have earned or have the certifications mailed to them. Teachers can track the certification results of their students using the student Certiport test candidate ID used for the exam. Schools will not be able to track the results of students who take the exam at a public testing center without the cooperation /disclosure by the student.		
Credential Tracking System	**Online Tracking System?**	Yes	**Details** N/A
Expiration Timeline	The Autodesk AutoCAD® certification is valid for three years		
Other Details			

Training and Testing Costs	
Costs Details	The cost of an exam may vary from center to center, so please contact your Certiport Authorized Testing Center (CATC) before purchasing anything. If the CATC instructs you to bring your own voucher number, you can purchase a voucher that is good at any center in the US by following the below instructions. From the MyCertiport page you can access the Certiport online store through the Purchase an exam voucher button. Please take note some vouchers are also available with a retake option. Retake vouchers are not sold separately.
Re-test / Refund Policies	See above.

For More Information
(must provide valid contact email and phone number for certifying agency)

Certifying Organization(s)/ Agency Contact Info *(if more than one, list all)*	Autodesk Software Company; Sharon Green 801-847-3159