

**CDFM Commission Policy Statement**  
**EXAMINATION LIFE**

**Issue**

The Certified Defense Financial Manager (CDFM) Program, being in place more than six years, now has some candidates who passed exams as long as six years past and who may still be pursuing success in the three-exam series. The purpose of this policy statement is to define a "life" for examination successes and establish a point at which the candidate would be required to repeat a previously successful exam.

Candidates enrolling in the Program have two years to complete their CDFM examination requirements. If not successful in that time an extension of enrollment is granted once the candidate provides the necessary validation of personal information and pays the extension of enrollment fee. Due to the changing nature of defense financial management and the need for candidates to demonstrate a full spectrum of knowledge in the field a reasonable "life of examination" has been established for candidates in the Program.

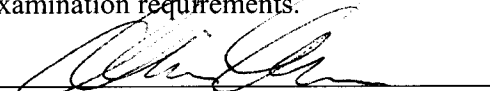
**Policy Statement**

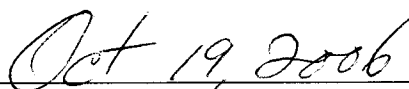
CDFM examination successes will have a "life" not to exceed 48 calendar months. For example, if a candidate successfully passes his or her first exam on a certain date, the candidate must complete all requirements for the CDFM within 48 calendar months after passing that first exam. (Note that the policy applies to examination success and not to enrollment.) This policy reflects the changing nature of defense financial management and the need to complete the CDFM program and begin continuing professional education in order to remain current.

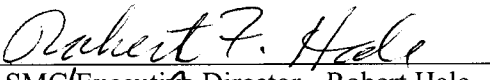
For some CDFM candidates the 48 months could encompass the period of time comprising the initial enrollment, one extension of enrollment, and some time into a third enrollment period. For example, most candidates will not have an exam success on their first day of enrollment but will instead take and complete an exam a few weeks (or perhaps months) after the effective date of enrollment. Some go the full 2-years without an examination (success or failure). Breaks in the enrollment period will count toward the 48-month clock.

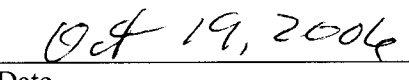
**Effective Date**

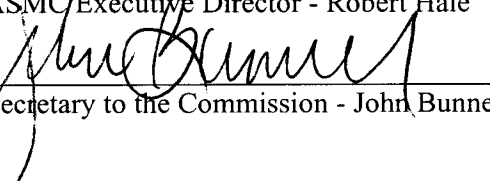
This policy is effective January 1, 2007. For candidates enrolled on that date any examinations they have completed prior to that date will remain valid for a period of 48 months from the effective date of the policy (that is, until January 1, 2011). All examinations completed after the effective date of this policy, whether for an existing candidate or a new candidate, will expire 48 months after the date of the examination success unless the candidate has completed all examination requirements.

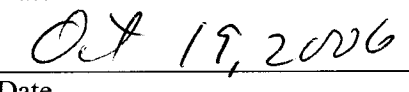
  
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CDFM Commission Chair - Alvin Tucker

  
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Date

  
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ASMC Executive Director - Robert Hale

  
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Date

  
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Secretary to the Commission - John Bunnell

  
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Date