

The background of the slide features two hands, one at the top and one at the bottom, holding a laptop. The laptop screen displays a gear icon, symbolizing industry or business. The entire scene is set against a dark, gradient background.

# Your Roadmap For IIBA Certification

The Path For Achieving Professional Certification In  
Business Analysis



# About This Document

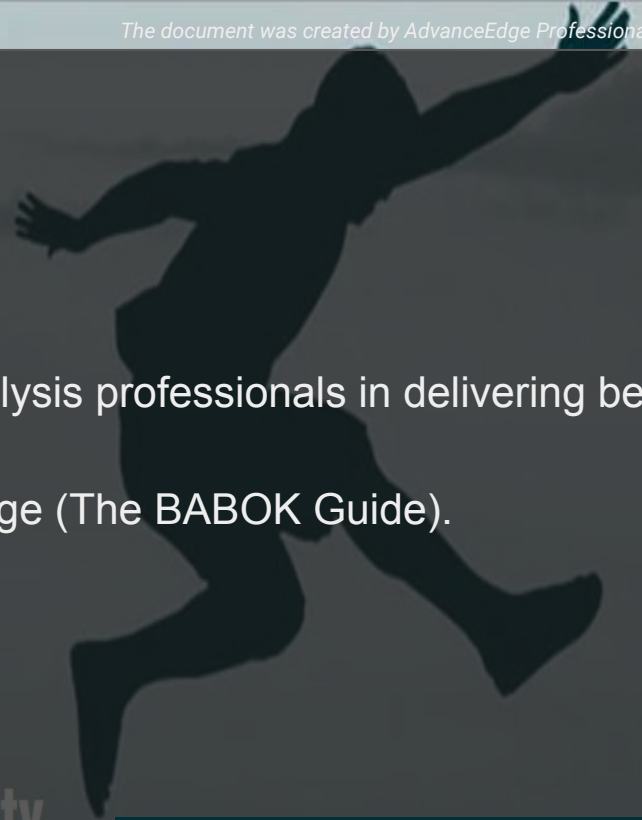
- ❖ GOAL: Help people interested in obtaining a certification in the area of business analysis select the right exam and understand the steps and the process for the successful exam preparation.
- ❖ Created by: AdvanceEdge Professional Services - <https://www.advanceedge.org/>.

# About IIBA

- ❖ International Institute of Business Analysis (IIBA).
- ❖ Founded in Toronto, Canada, in 2003.
- ❖ A professional association supporting business analysis professionals in delivering better business outcomes.
- ❖ Elaborated the Business Analysis Body of Knowledge (The BABOK Guide).

## IIBA's Values

Respect, Kindness, *and* Integrity *in* Community



# Why To Become IIBA Certified?

- ❖ **Global Recognition:** IIBA certifications are respected worldwide, boosting your credibility with employers and peers.
- ❖ **Career Advancement:** Certification gives you a competitive edge, opening doors to higher positions and leadership roles.
- ❖ **Enhanced Skills:** The certification process deepens your knowledge and equips you with advanced business analysis techniques.
- ❖ **Higher Earnings:** Certified analysts often earn more, as certification signals advanced skills and knowledge to employers.
- ❖ **Professional Network:** Certification connects you with a global network of professionals, offering opportunities for learning and growth.

# About AdvanceEdge Professional Services

- ❖ Founded in Toronto, Canada
- ❖ Has the status of IIBA Endorsed Education Provider
- ❖ Specializes in online high-quality business analysis courses
- ❖ Visit our website for more information - <https://www.advanceedge.org/>



# IIBA Core Certifications

The three core business analysis certifications IIBA offers are:

- ❖ ECBA - **Entry Certificate in Business Analysis**
- ❖ CCBA - **Certificate of Capability in Business Analysis**
- ❖ CBAP - **Certified Business Analysis Professional**



# How To Choose The Exam

The 3 core IIBA exams - ECBA, CCBA, CBAP have different requirements.

The main difference is the hours of business analysis experience and the hours of professional development.

	ECBA	CCBA	CBAP
Business Analysis Work Experience	No work experience or less than 3750 hours	3,750 hours of experience in the last 7 years	7,500 hours of experience in the last 10 years
Professional Education	None	21 hours of professional development within the last 4 years	35 hours of professional development in the last 4 years

# How To Choose The Exam - Work Experience

- ❖ Based on the IIBA requirements from the previous page:
  - **ECBA**
    - No work experience in the area of business analysis or less than 3750 hours, that translates to about 2.5 - 3 years of full time business analysis work
  - **CCBA**
    - At least 3750 hours of business analysis work, that translates to about 2.5 - 3 years of full time business analysis work
  - **CBAP**
    - At least 7500 hours of business analysis work, that translates to about 4.5 - 5 years of full time business analysis work



# How To Choose The Exam - Professional Development Hours

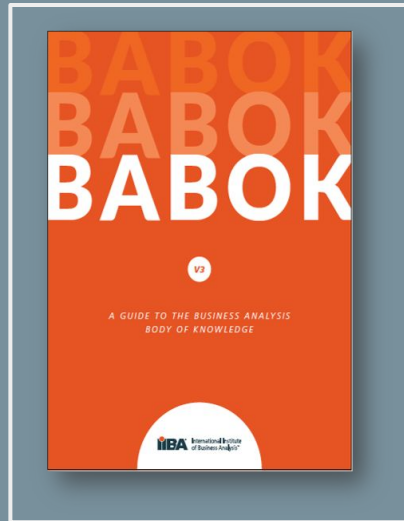
The second main requirement for the exams is the number of hours of professional development

- ❖ ECBA - no hours of professional development are required
- ❖ CCBA - at least **21 hours** of professional development are required
- ❖ CBAP - at least **35 hours** of professionals development are required

These hours can be gained by completing specifically designed courses.

# Professional Development Hours - What Qualifies?

- ❖ Only online or offline **live instructor-led courses**
- ❖ Recorded courses **DO NOT** qualify towards the professional development hours
- ❖ Self-paced learning **DOES NOT** qualify towards the professional development hours
- ❖ The courses you take should be fully aligned with the BABOK Guide to qualify towards the required professional development hours



# The BABOK Guide

- ❖ The BABOK Guide stands for the **B**usiness **A**nalysis **B**ody **O**f **K**nowledge
- ❖ The BABOK Guide was elaborated by the International Institute of Business Analysis
- ❖ The three core IIBA certifications - ECBA/CCBA/CBAP are based on the BABOK Guide
- ❖ That is: to successfully prepare for the exam you should thoroughly study the BABOK Guide
- ❖ The latest version of the BABOK Guide is version 3.0
- ❖ The BABOK Guide can be purchased online, or
- ❖ Once you decide to become a member of IIBA you get a free online copy of the guide

# How Can We Help You On Your Path to IIBA Certification?

- ❖ AdvanceEdge Professional Services has the status of IIBA Endorsed Education Provider
- ❖ We specialize in online high-quality business analysis courses
- ❖ We provide online IIBA Certification Preparation Courses reviewed and approved by IIBA
- ❖ Our courses qualify towards the 21 and 35 hours of professional development required by IIBA for CCBA and CBAP exams.
- ❖ Courses info and start dates - <https://www.advanceedge.org/book-online>



# Your Path To IIBA Certification

- ❖ **STEP 1:** Based on your experience in the area of business analysis select the exam that you can take: ECBA, CCBA or CBAP
- ❖ **STEP 2:** Based on the decision above, understand how many hours of professional development you need to gain - 21 hours or 35 hours
  - Important: even if you are planning to apply for ECBA certification and there is no requirement towards the number of professional development, you may still want to enroll into a course to get better prepared
- ❖ **STEP 3:** Go to [iiba.org](http://iiba.org), create an account and purchase IIBA membership:
  - You will get a free online copy of the BABOK Guide required for the exam preparation
  - The exam costs are lower for IIBA members
- ❖ **STEP 4:** Select a course to get the professional development hours and enroll

# Why To Choose AdvanceEdge Professional Services

- ❖ We offer 21 hour courses for ECBA and CCBA exam preparation
- ❖ We offer 35 hour courses for CBAP exam preparation
- ❖ All our courses are offered in English, online and can be taken from anywhere in the world remotely
- ❖ All our courses are live, instructor-led and are conducted by CBAP-certified instructors
- ❖ Include theory, tasks and assignments, group discussions and practicing exam-style questions
- ❖ Courses info and start dates -

<https://www.advanceedge.org/book-online>



# Your Path To IIBA Certification

- ❖ **STEP 4:** Download the BABOK Guide (you will get a free online copy after purchasing IIBA membership) and start reading it
- ❖ **STEP 5:** Complete the certification preparation course
- ❖ **STEP 6:** Complete your exam application on [iiba.org](http://iiba.org)
- ❖ **STEP 7:** Fully comprehend the BABOK Guide (you may need to read it multiple times)
- ❖ **STEP 8:** Practice the exam-style questions
- ❖ **STEP 9:** Pay the application fee and wait for the application to get approved
- ❖ **STEP 10:** Pay the exam fee and schedule the exam
- ❖ **STEP 11:** Review the BABOK Guide and the course materials before the exam
- ❖ **STEP 12:** Pass the exam!

# IIBA Exam Costs

	ECBA	CCBA	CBAP
IIBA Membership Fee	\$139*	\$139*	\$139*
Application Fee	None	\$145*	\$145*
Exam Fee	Member: \$195* Non-member: \$395*	Member: \$250* Non-member: \$405*	Member: \$350* Non-member: \$505*
Professional Development Course	\$700 or, \$950 CAD	\$700 or, \$950 CAD	\$930 or, \$1250 CAD
<b>TOTAL</b> (if IIBA membership is NOT purchased)	\$1,095	\$1,250	\$1,580
<b>TOTAL</b> (if IIBA membership is purchased)	\$1,034	\$1,234	\$1,564

- ❖ \*The prices can vary based on the applicant's location, for more info visit <https://www.iiba.org/business-analysis-certifications/certification-fees/>
- ❖ All prices are in USD



# Important Information

- ❖ Obtaining certifications requires a significant investment of your time, money and effort.
- ❖ It will take approximately 150-200 hours to fully prepare for one of the IIBA core exams.
- ❖ This is a significant achievement that can help you move forward in your career.
- ❖ It is not just the badge or certificate, it is the new knowledge and tools and the major change in the work results you will deliver.
- ❖ To successfully complete this certification path define the motivation and the goals (what's next after you become certified?) and always keep them in mind.
- ❖ At AdvanceEdge Professional Services we are always here to help you successfully complete your path to IIBA certification by providing online certification preparation courses.

Thank you and good luck on your  
path to IIBA certification!

