

7 Steps to Earn a Certified Receivables Compliance Professional (CRCP) Designation

Benefits of Certification

Stay informed of new rules, regulations, compliance news, state & federal legislation and more

Take the same courses required of businesses you contract with, focusing on industry best practices

Fulfill requirement for Business and Vendor Certification

Type of Certification: Individual

Intended for receivables management industry professionals
Required for Certified Receivables Business chief compliance officers

1. Read the Governance Document in its entirety (including appendices):

<https://rmaintl.org/GovernanceDocument>

- **Section 5.6:** Individual Certification Standards
- **Article VI:** Educational Requirements for Individual Certification

2. Review Educational Requirements Manual-Appendix C.

- Review subject matter eligible for continuing education credit.

3. Complete 24 credits of continuing education from RMAI or an Authorized Education Provider: <https://rmaintl.org/CRCP-Education>

- **Required courses** (online or live/in-person):
 - » RMAI's Introductory Survey Course on Debt Buying (4 hours/4 credits)
 - » Industry Ethics (2 hours/2 credits)
- **A maximum of sixteen (16) credits** every two (2) years can be taken from online courses.
- **A minimum of eight (8) credits** must be obtained from live/in-person courses
- **Authorized Education Providers include:**
 - » Receivables Management Association International (rmaintl.org)
 - » ACA International (acainternational.org)
 - » California Association of Collectors (calcollectors.net)
 - » Commercial Law League of America (clla.org)
 - » Credit Builders Alliance (creditbuildersalliance.org)
 - » Delta Outsource Group, Inc. (deltaoutsourcegroup.com)
 - » FDCPA Certifications, LLC (fdcpacertifications.com)
 - » insideARM (insidearm.com)
 - » Maurice Wutscher LLP (mauricewutscher.com)
 - » National Creditors Bar Association (creditorsbar.org)
 - » National Tax Lien Association (ntla.org)
 - » Resource Management Services (resourcemanagement.com)
 - » The National Alliance of Buy Here Pay Here Dealers (bhphinfo.com)

4. Complete the *current version* of the CRCP application:

<https://rmaintl.org/CRCP-Application>

5. Provide copies of all Certificates of Completion or Education Credit Forms with supporting documentation for courses taken from Non-Authorized Education Providers or courses from Authorized Providers who did not provide a certificate of completion.

- **Education Credit Form:** <https://rmaintl.org/EducationCreditForm>

6. E-mail or mail your application and education documentation, with payment, to RMAI:

- **Email:** cert@rmaintl.org
- **Mail:** 1050 Fulton Avenue, Suite 120, Sacramento, CA 95825

7. Maintain/renew your CRCP by obtaining 24 continuing education credits every two years. Required courses for renewal:

- Current Issues in Receivables Management (4 hours/4 credits)
- Ethics (2 hours/2 credits)

For more information on RMAI's Certification Program, contact Caitlyn Vaden at (916) 482-2720 or cvaden@rmaintl.org or visit <https://www.rmaintl.org/certification>

Fees

2-Year Certification Application Fee	\$250 member \$350 non-member
First-time Applicant Administrative Fee	\$100
2-Year Certification Renewal Fee	\$250 member \$350 non-member

Estimated Education Cost for Application and Renewal

24 education credits (online and live courses) including two required courses:

- » *Introductory Survey Course on Debt Buying* (4 credits): \$250 members / \$325 non-members
- » *Ethics* (2 credits): \$74 members / \$104 non-members
- » RMAI online courses: \$0 members* / varies for non-members
- » RMAI live/in-person courses discounted for members / varies for non-members

* Excludes special webinars outside the regular monthly webinars

For more information, see also:

7 Steps to Earn the Certified Receivables Business (CRB) Designation

7 Steps to Earn the Certified Receivables Vendor (CRV) Designation