



CompTIA Continuing Education User Guide

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Overview

Effective January 1, 2011, all new CompTIA A+, CompTIA Network+ and CompTIA Security+ certifications will be valid for three years from the date the candidate is certified. After three years, the certification must be renewed. This can be done by passing the most current exam for a respective certification or by participating in CompTIA's new continuing education program, which will allow individuals to keep their skills current and their certification up to date without retesting.

The CompTIA Continuing Education (CE) Program has been designed to allow individuals a cost-effective method for keeping certifications current through the completion of variety of activities that demonstrate relevant industry knowledge.

Guidance on CompTIA CE Enrollment for DoD IA Workforce Members

The CompTIA Continuing Education Program launched on January 1, 2011. If you are a military service member or civilian employee or Contractor of DoD and hold a baseline IA certification in fulfillment of 8570 requirements you have until December 31, 2011 to enroll in this program or earn a CompTIA certification with a CE designation.

Recently the DoD has changed its policy as to making annual CE payments on behalf of IA personnel. Please check with your component point of contact to find if your CE fees will be paid for or if you will be responsible for paying your annual CE fees.

DoD Personnel and Defense Workforce Certification Application

If you are a military service member or civilian employee or contractor of DoD and hold a baseline IA certification in fulfillment of 8570 requirements, you must first enroll in the CompTIA Continuing Education Program then log into the Defense Military Data Center (DMDC) site and authorize CompTIA to validate.

<https://www.dmdc.osd.mil/appj/dwc/index.jsp>

If you have logged into the DMDC site and authorized CompTIA to validate prior to enrolling in the CE program you must go back into the DMDC site and click the Release Additional Certifications button. This will update the DMDC site with the CompTIA enrollment information.

IMPORTANT INFORMATION: When you register on the DMDC website the name you enter on this site **MUST** match 100% to your name in your CompTIA record. If it does not match 100% your record will be in an "unknown" status until the information is correctly entered and resubmitted.

How do I Enroll in the CompTIA Continuing Education Program?

1. Login to the [Candidate Database](#)



The screenshot shows the CompTIA Candidate Login page. At the top left is the CompTIA logo in red, followed by the tagline "Advancing the Global IT Industry" in red. The top right corner has "CompTIA" in small grey text. Below the header is a red bar with the text "Candidate Login" in white. The main content area has 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." There are two input fields: "CompTIA Career ID" and "Password". To the right of the Password field is a red link "Forgot your password or login ID?". Below the input fields is a blue "Login" button. Below the button is a red link "Never logged in before?". The bottom left corner of the page has "CompTIA" in small grey text.

2. Click on the Continuing Education menu item

Welcome to the Certification Tracking System.

From here you may:

- Update your demographics
- View a history of exams
- Track your certification status
- Check your fulfillment status
- Manage your transcripts

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). <https://www.dmdc.osd.mil/appj/dwc/index.jsp>.

News

2010-Nov-03

[Get Involved Banner](#)
Get Involved Banner

3. Click on **Enroll** in the menu bar or the **Enroll** link in the text

Continuing Education Instructions

(Please print this page for your reference)

Welcome to the CompTIA Continuing Education (CE) Program. This program has been designed to provide a variety of relevant and cost effective methods for keeping your CompTIA certification(s) current.

Important: All communications regarding the CE program will be sent to the email address you have tied to your candidate record. To ensure you receive all the current CE program information and notifications please keep your email address current. Email can be updated by going to the Demographics tab.

Those certified on or before 12/31/10 must complete the following steps before submitting continuing education units.

1. **Enroll** in the CE Program
2. Sign and [CompTIA Candidate Code of Ethics Policy](#)
3. Pay [CE Maintenance Fees](#)

Note: We recommend you participate at the highest level of CompTIA certification held to ensure the maximum benefit of this program.

If you choose to participate in CE program level for:	And you hold the following valid certification(s):	Completion of CE or passing a qualifying higher-level certification earns you:
CompTIA A+	CompTIA A+	CompTIA A+ ce
CompTIA A+	CompTIA A+, CompTIA Network+	CompTIA A+ ce
CompTIA A+	CompTIA A+, CompTIA Network+, CompTIA Security+	CompTIA A+ ce CompTIA Network+ and CompTIA Security+ would not be renewed
CompTIA A+	CompTIA A+, CompTIA Security+	CompTIA A+ ce CompTIA Security+ would not be renewed
CompTIA Network+	CompTIA Network+	CompTIA Network+ ce
CompTIA Network+	CompTIA A+, CompTIA Network+	CompTIA A+ce, CompTIA Network+ce
CompTIA Network+	CompTIA Network+, CompTIA Security+	CompTIA Network+ce CompTIA Security+ would not be renewed
CompTIA Network+	CompTIA A+, CompTIA Network+, CompTIA Security+	CompTIA A+ ce, CompTIA Network+ ce CompTIA Security+ would not be renewed

4. Click on the **Enroll** button

Continuing Education Enrollment

Please click on the "Enroll" button below to begin.

Enroll

Where do I sign the Code of Ethics Policy?

1. Login to the [Candidate Database](#)



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." There are two input fields: "CompTIA Career ID" and "Password". To the right of the Password field is a link "Forgot your password or login ID?". Below the input fields is a "Login" button and a link "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 top of the CompTIA website. The logo 'CompTIA.' is on the left, and the tagline 'Advancing the Global IT Industry' is in the center. On the right, there are links for 'CompTIA' and 'Logout', and a red 'SUPPORT' button. Below this is a red navigation bar with white text links: 'Home', 'Demographics', 'History', 'Certifications', 'Continuing Education', 'Fulfillment', and 'Transcripts'. The 'Continuing Education' link is highlighted with a yellow rectangular box. Below the navigation bar, the main content area starts with the heading 'Welcome to the Certification Tracking System.' followed by a list of actions users can take from there. A note for DoD personnel is also present, along with a 'News' section containing a date and a banner link.

CompTIA Logout

CompTIA. Advancing the Global IT Industry SUPPORT

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

Welcome to the Certification Tracking System.

From here you may:

- Update your demographics
- View a history of exams
- Track your certification status
- Check your fulfillment status
- Manage your transcripts

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). <https://www.dmdc.osd.mil/appj/dwc/index.jsp>.

News

2010-Nov-03

[Get Involved Banner](#)
Get Involved Banner

CompTIA

3. Click on Code of Ethics Policy in menu bar or click on CompTIA Code of Ethics Policy in the text

Continuing Education Instructions

(Please print this page for your reference)

Welcome to the CompTIA Continuing Education (CE) Program. This program has been designed to provide a variety of relevant and cost effective methods for keeping your CompTIA certification(s) current.

Important: All communications regarding the CE program will be sent to the email address you have tied to your candidate record. To ensure you receive all the current CE program information and notifications please keep your email address current. Email can be updated by going to the Demographics tab.

Those certified on or before 12/31/10 must complete the following steps before submitting continuing education units.

1. Enroll in the CE Program
2. Sign the **CompTIA Candidate Code of Ethics Policy**
3. Pay **CE Maintenance Fees**

Note: We recommend you participate at the highest level of CompTIA certification held to ensure the maximum benefit of this program.

If you choose to participate in CE program level for:	And you hold the following valid certification(s):	Completion of CE or passing a qualifying higher-level certification earns you:
CompTIA A+	CompTIA A+	CompTIA A+ ce
CompTIA A+	CompTIA A+, CompTIA Network+	CompTIA A+ ce CompTIA Network+ would not be renewed
CompTIA A+	CompTIA A+, CompTIA Network+, CompTIA Security+	CompTIA A+ ce CompTIA Network+ and CompTIA Security+ would not be renewed
CompTIA A+	CompTIA A+, CompTIA Security+	CompTIA A+ ce CompTIA Security+ would not be renewed
CompTIA Network+	CompTIA Network+	CompTIA Network+ ce
CompTIA Network+	CompTIA A+, CompTIA Network+	CompTIA A+ce, CompTIA Network+ce
CompTIA Network+	CompTIA Network+, CompTIA Security+	CompTIA Network+ce CompTIA Security+ would not be renewed
CompTIA Network+	CompTIA A+, CompTIA Network+, CompTIA Security+	CompTIA A+ ce, CompTIA Network+ ce CompTIA Security+ would not be renewed

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

All persons having obtained any CompTIA certification or certificate program ("Certified Person") and taking part in CompTIA's Continuing Education Program ("CCEP") must agree that they have read and will abide by the terms and conditions of this CompTIA Candidate Code of Ethics Policy ("Ethics Policy"), prior to participating in the CCEP. It is a violation of this Ethics Policy for any Certified Person to participate in any incident of cheating, breach of security, misconduct, submission of fraudulent information or any other behavior that could be considered compromising the integrity or confidentiality of any CompTIA certification examination, any CompTIA certification or the CompTIA Continuing Education Program, as determined by CompTIA. All Certified Persons shall adhere to the following:

- All information submitted for participating in and earning units from the CCEP must have been completed by the participating Certified Person.
- A Certified Person shall abide by all the terms and conditions set forth in the CompTIA Candidate Agreement.
- A Certified Person shall only submit continuing education unit's that they themselves have completed.
- 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:

I am at least 18 years old.

Agree to Policy

Submit

Where do I pay my annual fees?

Recently the DoD has changed its policy as to making annual CE payments on behalf of IA personnel. Please check with your component point of contact to find if your CE fees will be paid for or if you will be responsible for paying your annual CE fees.

1. Login to the [Candidate Database](#)

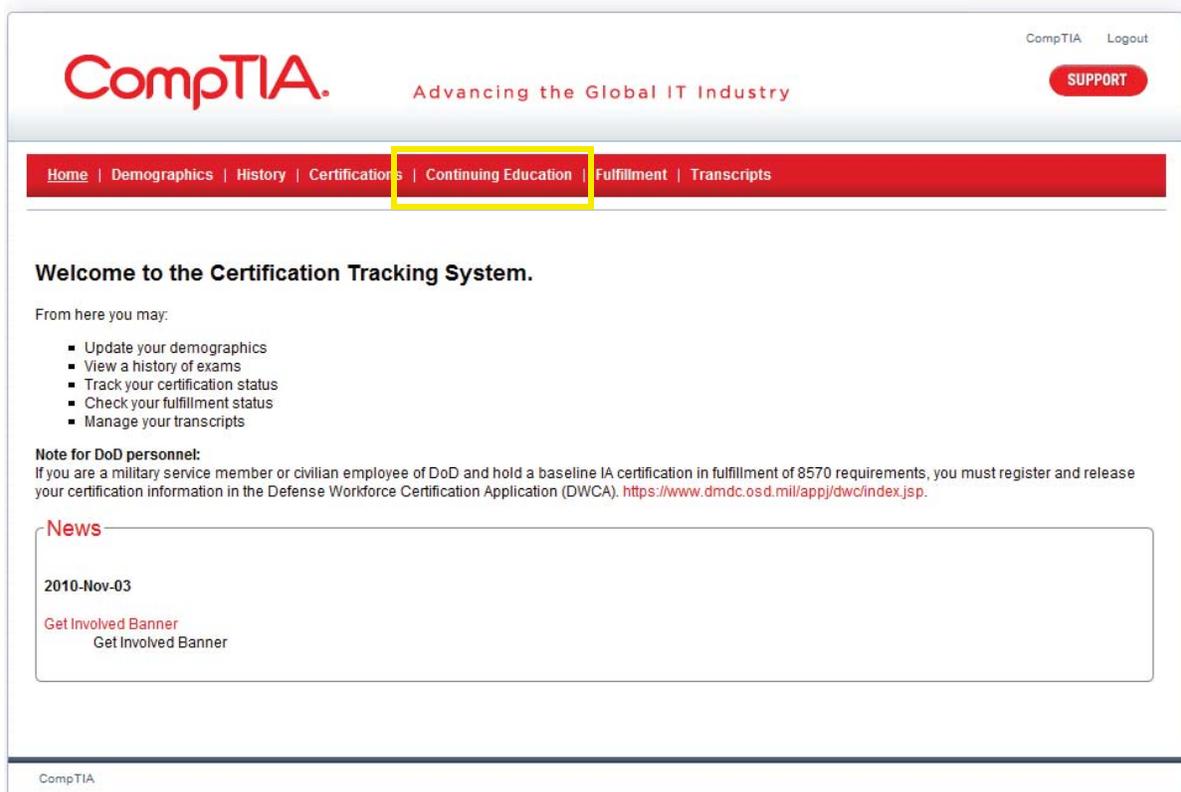


The screenshot shows the CompTIA Candidate Login page. At the top, the CompTIA logo is on the left, and the tagline "Advancing the Global IT Industry" is in the center. The page title "Candidate Login" is in a red bar. Below the title, there is a login form with the following elements:

- Text: "Please login using your Login ID and Password."
- Text: "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."
- Form fields: "CompTIA Career ID" and "Password".
- Text: "Forgot your password or login ID?"
- Button: "Login"
- Text: "Never logged in before?"

The CompTIA logo is also visible in the bottom left corner of the page.

2. Click on the Continuing Education menu item



The screenshot shows the CompTIA Certification Tracking System home page. At the top, the CompTIA logo is on the left, and the tagline "Advancing the Global IT Industry" is in the center. The page title "CompTIA" is in the top right corner, and a "Logout" link is next to it. A red "SUPPORT" button is also visible in the top right corner. Below the header, there is a navigation menu with the following items: "Home", "Demographics", "History", "Certifications", "Continuing Education", "Fulfillment", and "Transcripts". The "Continuing Education" item is highlighted with a yellow box. Below the navigation menu, there is a "Welcome to the Certification Tracking System." section. This section includes a list of actions users can take from the system:

- Update your demographics
- View a history of exams
- Track your certification status
- Check your fulfillment status
- Manage your transcripts

Below the list, there is a "Note for DoD personnel:" section. The note states: "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). <https://www.dmdc.osd.mil/appj/dwc/index.jsp>."

Below the note, there is a "News" section. The news item is dated "2010-Nov-03" and has the title "Get Involved Banner".

The CompTIA logo is also visible in the bottom left corner of the page.

3. Click on CE Maintenance Fees in the menu bar or click on the CE Maintenance Fees link in the text

Continuing Education Instructions

(Please print this page for your reference)

Welcome to the CompTIA Continuing Education (CE) Program. This program has been designed to provide a variety of relevant and cost effective methods for keeping your CompTIA certification(s) current.

Important: All communications regarding the CE program will be sent to the email address you have tied to your candidate record. To ensure you receive all the current CE program information and notifications please keep your email address current. Email can be updated by going to the Demographics tab.

Those certified on or before 12/31/10 must complete the following steps before submitting continuing education units.

1. [Enroll in the CE Program](#)
2. [Sign the CompTIA Candidate Code of Ethics Policy](#)
3. [Pay CE Maintenance Fees](#)

Note: We recommend you participate at the highest level of CompTIA certification held to ensure the maximum benefit of this program.

If you choose to participate in CE program level for:	And you hold the following valid certification(s):	Completion of CE or passing a qualifying higher-level certification earns you:
CompTIA A+	CompTIA A+	CompTIA A+ ce
CompTIA A+	CompTIA A+, CompTIA Network+	CompTIA A+ ce CompTIA Network+ would not be renewed
CompTIA A+	CompTIA A+, CompTIA Network+, CompTIA Security+	CompTIA A+ ce CompTIA Network+ and CompTIA Security+ would not be renewed
CompTIA A+	CompTIA A+, CompTIA Security+	CompTIA A+ ce CompTIA Security+ would not be renewed
CompTIA Network+	CompTIA Network+	CompTIA Network+ ce
CompTIA Network+	CompTIA A+, CompTIA Network+	CompTIA A+ce, CompTIA Network+ce
CompTIA Network+	CompTIA Network+, CompTIA Security+	CompTIA Network+ce CompTIA Security+ would not be renewed
CompTIA Network+	CompTIA A+, CompTIA Network+, CompTIA Security+	CompTIA A+ ce, CompTIA Network+ ce CompTIA Security+ would not be renewed

The following screen will only display if you have an A+, Network+ and/or Security+ certifications or a combination of these certifications. You will need to choose an intent level.

If a participant has two certifications and chooses to enroll in the highest level of certification, their lower-level certification will be tied to the program and upon completion of the CE program they would be granted both new CE certifications. CompTIA Security+ is considered the highest-level certification of the three, followed by CompTIA Network+ and CompTIA A+, respectively.

So for example, a person holding both CompTIA A+ and CompTIA Network+ certifications could fulfill CE requirements for both by completing only the CompTIA Network+ce program, but not by completing the CompTIA A+ce program.

4. Select the Certification Intent Level

From the drop down list below select your intended CE Certification Path.

Reminder: We recommend you participate at the highest level of CompTIA certification held to ensure the maximum benefit of this.

If you choose to participate in CE program level for:	And you hold the following valid certification(s):	Completion of CE or passing a qualifying higher-level certification earns you:
CompTIA A+	CompTIA A+	CompTIA A+ _{ce}
CompTIA A+	CompTIA A+, CompTIA Network+	CompTIA A+ _{ce} CompTIA Network+ would not be renewed
CompTIA A+	CompTIA A+, CompTIA Network+, CompTIA Security+	CompTIA A+ _{ce} CompTIA Network+ and CompTIA Security+ would not be renewed
CompTIA Network+	CompTIA Network+	CompTIA Network+ _{ce}
CompTIA Network+	CompTIA A+, CompTIA Network+	CompTIA A+ _{ce} , CompTIA Network+ _{ce}
CompTIA Network+	CompTIA Network+, CompTIA Security+	CompTIA Network+ _{ce} CompTIA Security+ would not be renewed
CompTIA Network+	CompTIA A+, CompTIA Network+, CompTIA Security+	CompTIA A+ _{ce} , CompTIA Network+ _{ce}
CompTIA Network+	CompTIA A+, CompTIA Network+, CompTIA Security+	CompTIA Security+ would not be renewed
CompTIA Network+	CompTIA A+, CompTIA Network+, CompTIA Security+	CompTIA A+ _{ce} , CompTIA Network+ _{ce} CompTIA Security+ would not be renewed
CompTIA Security+	CompTIA Security+	CompTIA Security+ _{ce}
CompTIA Security+	CompTIA A+, CompTIA Security+	CompTIA A+ _{ce} , CompTIA Security+ _{ce}
CompTIA Security+	CompTIA Network+, CompTIA Security+	CompTIA Network+ _{ce} , CompTIA Security+ _{ce}
CompTIA Security+	CompTIA A+, CompTIA Network+, CompTIA Security+	CompTIA A+ _{ce} , CompTIA Network+ _{ce} , CompTIA Security+ _{ce}

CE Intent

Intended path:

- If you are using one CE Token to pay for CE Fees, enter the Token in the Token Code field.
- If you are using multiple CE Tokens you would enter the Tokens in the remaining Token Code fields.
- Click on the Submit button.

Name	Login	Email	Return to search
------	-------	-------	----------------------------------

[Candidate Summary](#) | [Demographics](#) | [History](#) | [Certifications](#) | [Continuing Education](#) | [Fulfillment](#) | [Transcripts](#) | [Parature Enrollment](#) | [Sign agreement](#) | [CE Fees](#) | [Add Continuing Education Units](#) | [Audit history](#)

Each year you are required to pay an annual CE maintenance fee prior to submitting your continuing education units. At this time you have the option to pay only for the first year of the program or you can increase the number of years to pay in advance. Reminder - If you plan to complete your CE program before the program expires you must have all CE program fees paid.

Fees that are currently required are checked below.

NOTE: Each fee payment is a separate fee transaction.

If you would like to pay fees for additional years click the up arrow next to the Years.

CE Certification Fees

Remaining Yearly Maintenance fee: \$0.00

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

[Next](#)

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

Token Code :

[Submit](#)

If your CE Token was accepted you will receive a Token code(s) accepted message. You would then proceed to add Continuing Education Units (CEUs).

Name	Login	Email	Return to search
------	-------	-------	----------------------------------

[Candidate Summary](#) | [Demographics](#) | [History](#) | [Certifications](#) | [Continuing Education](#) | [Fulfillment](#) | [Transcripts](#) | [Parature Enrollment](#) | [Sign agreement](#) | [CE Fees](#) | [Add Continuing Education Units](#) | [Audit history](#)

▪ Token code(s) accepted

Each year you are required to pay an annual CE maintenance fee prior to submitting your continuing education units. At this time you have the option to pay only for the first year of the program or you can increase the number of years to pay in advance. Reminder - If you plan to complete your CE program before the program expires you must have all CE program fees paid.

Fees that are currently required are checked below.

NOTE: Each fee payment is a separate fee transaction.

If you would like to pay fees for additional years click the up arrow next to the Years.

CE Certification Fees

Remaining Yearly Maintenance fee: \$0.00

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

[Next](#)

If your CE Token code was not accepted you will receive a message stating to contact your component Point of Contact.

Name	Login	Email	Return to search
------	-------	-------	----------------------------------

[Candidate Summary](#) | [Demographics](#) | [History](#) | [Certifications](#) | [Continuing Education](#) | [Fulfillment](#) | [Transcripts](#) | [Parature Enrollment](#) | [Sign agreement](#) | [CE Fees](#) | [Add Continuing Education Units](#) | [Audit history](#)

■ One or more of your 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 tokens to the purchasing organization but does not track or monitor the distribution or ongoing management of these tokens for the individual candidates.

Each year you are required to pay an annual CE maintenance fee prior to submitting your continuing education units. At this time you have the option to pay only for the first year of the program or you can increase the number of years to pay in advance. Reminder - If you plan to complete your CE program before the program expires you must have all CE program fees paid.

Fees that are currently required are checked below.

NOTE: Each fee payment is a separate fee transaction.

If you would like to pay fees for additional years click the up arrow next to the Years.

CE Certification Fees

Remaining Yearly Maintenance fee: \$0.00

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

[Next](#)

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

Token Codes:

If you are not using CE Tokens for payment.

8. Make sure the check box next to CE Annual Fee is checked
9. If you would like to pay for multiple years click on the up arrow beneath the years, otherwise click on the Submit button.

Name	Login	Email	
------	-------	-------	--

[Return to search](#)

[Candidate Summary](#) | [Demographics](#) | [History](#) | [Certifications](#) | [Continuing Education](#) | [Fulfillment](#) | [Transcripts](#) | [Parature Enrollment](#) | [Sign agreement](#) | [CE Fees](#) | [Add Continuing Education Units](#) | [Audit history](#)

Each year you are required to pay an annual CE maintenance fee prior to submitting your continuing education units. At this time you have the option to pay only for the first year of the program or you can increase the number of years to pay in advance. Reminder - If you plan to complete your CE program before the program expires you must have all CE program fees paid.

Fees that are currently required are checked below.

NOTE: Each fee payment is a separate fee transaction.

If you would like to pay fees for additional years click the up arrow next to the Years.

CE Certification Fees

Remaining Yearly Maintenance fee: \$0.00

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

[Next](#)

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

Token Codes:

[Submit](#)

10. Verify payment and click on the Make Purchase button.

CompTIA Logout

CompTIA Advancing the Global IT Industry [SUPPORT](#)

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

[Enroll](#) | [Code of Ethics Policy](#) | [CE Maintenance Fees](#) | [Continuing Education Units](#) | [Audit history](#)

Please review your purchase.

- To change your purchase click on the Back button.
- To continue click on the Make Purchase button where you will be taken to the PayPal website to complete your transaction.

NOTE: A PayPal browser window will open over the Confirm Purchase page. When you have completed your payment, close the PayPal window and you will see the CE Confirm Purchase page again.

To view current payment History:

1. Click on the History tab
2. Click on CE Maintenance Fee Transaction

CE Certification Fees

Name	Years	Price	Total
CE Annual Fee (Network+/Security+)	1	\$49.00	\$49.00

[Make Purchase](#) [Back](#)

You may choose to pay your CE Fees via your PayPal account or you can click on the Don't have a PayPal account and pay via echeck, American Express, Discover, Visa or MasterCard.

Welcome to the new PayPal checkout - a faster, easier way for you to complete your purchase.

The Computing Technology Industry Association, Inc

Your order summary

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

Choose a way to pay

[Log in to my PayPal account](#) 

Email

PayPal password

[Forgot your email address or password?](#)

[Don't have a PayPal account?](#)
Pay with your debit or credit card as a PayPal Guest

Where can I find a record of the Continuing Education Fees I have paid?

1. Login to the [Candidate Database](#)

CompTIA. Advancing the Global IT Industry

CompTIA

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 History menu item

The screenshot shows the CompTIA website header with the logo and tagline "Advancing the Global IT Industry". A navigation bar contains links for Home, Demographics, History, Certifications, Continuing Education, Fulfillment, and Transcripts. The "History" link is highlighted with a yellow box. Below the navigation bar, there is a "Welcome to the Certification Tracking System." section with a list of actions: Update your demographics, View a history of exams, Track your certification status, Check your fulfillment status, and Manage your transcripts. A "Note for DoD personnel:" is also present, along with a "News" section dated 2010-Nov-03.

3. Click on Ecommerce Transactions in the menu bar

The screenshot shows a different section of the CompTIA website. The navigation bar includes links for Home, Candidates, My Account, Catalogs, Reports, and System. Below this, there is an "Audit list" section with a table containing columns for Name, Login, and Email. A secondary navigation bar includes links for Candidate Summary, Demographics, History, Certifications, Continuing Education, Fulfillment, Transcripts, and Parature. The "Ecommerce Transactions" link is highlighted with a yellow box. Below this, there is an "Exams" section with a table listing exam details. At the bottom, there is a "Continuing education activities" section with a table listing various activities and their details.

Code	Exam	Registration number	Score	Grade	Date
SY0-101	Security+ Exam	220744689 (Vue)	781	Pass	2007-Jun-07
N10-002	Network+ Certification Exam	207069187 (Vue)	713	Pass	2003-Jul-21
220-221	A+ Core Hardware Adaptive Exam	206404384 (Vue)	683	Pass	2003-Mar-17
220-222	A+ OS Technologies Adaptive Exam	206085848 (Vue)	767	Pass	2003-Jan-03

Name	Active date	Review	Points	Updated	Documentation	Language
External Cert: ISC2 - CISSP *	2011-Feb-23	Under Audit	0	2011-Feb-24		English(English)
External Cert: Microsoft - MCSA *	2011-Feb-23	Under Audit	0	2011-Feb-24		English(English)
Presenting: Lecturing/Presenting (1 unit per hour) *	2011-Feb-23	Under Audit	1 (1 Hours)	2011-Feb-24		English(English)
Event/Seminar/Conference Attendance (1 unit per hour) *	2011-Feb-15	Under Audit	1 (1 Hours)	2011-Feb-24		English(English)
Training: Non-Degree or CAQC-Approved (1 unit per hour)	2011-Feb-15	Under Audit	13 (13 Hours)	2011-Feb-15		English(English)
Training: Non-Degree or CAQC-Approved (1 unit per hour)	2011-Feb-15	Under Audit	1 (1 Hours)	2011-Feb-15		English(English)
Training: Non-Degree or CAQC-Approved (1 unit per hour)	2011-Feb-14	Under Audit	31 (31 Hours)	2011-Feb-14		English(English)
Training: Non-Degree or CAQC-Approved (1 unit per hour)	2011-Feb-14	Under Audit	3 (3 Hours)	2011-Feb-14		English(English)
Event/Seminar/Conference Attendance (1 unit per hour) *	2011-Feb-11	Under Audit	1 (1 Hours)	2011-Feb-24		English(English)
Work Experience (3 units per year) *	2011-Feb-11	Under Audit	3 (1 Years)	2011-Feb-24		English(English)

Ecommerce Transactions are displayed in the Ecommerce Transaction History section.

The screenshot shows the CompTIA website interface. At the top, the CompTIA logo is on the left, and "Advancing the Global IT Industry" is on the right. In the top right corner, there are links for "CompTIA" and "Logout". Below the logo is a red navigation bar with links: "Home", "Candidates", "My Account", "Catalogs", "Reports", and "System". Underneath, there is an "Audit list" section with a table containing columns for "Name", "Login", and "Email". A "Return to search" link is located to the right of the table. Below the table, there are several navigation links: "Candidate Summary", "Demographics", "History", "Certifications", "Continuing Education", "Fulfillment", "Transcripts", and "Parature". The "Ecommerce Transactions" link is highlighted. The main content area is titled "Ecommerce Transaction History" and contains a table with two columns: "Item name" and "Price".

Item name	Price
2011-Feb-24 - Transaction ID:	
CE Annual Fee (Network+/Security+)	\$49.00
CE Annual Fee (Network+/Security+)	\$49.00
Total:	\$98.00
2011-Jan-06 - Transaction ID:	
CE Annual Fee (Network+/Security+)	\$49.00
Total:	\$49.00

Where do I enter my Continuing Education Activities?

1. Login to the [Candidate Database](#)

The screenshot shows the "Candidate Login" page on the CompTIA website. The top header features the CompTIA logo and the tagline "Advancing the Global IT Industry". The page title is "Candidate Login". Below the title, there is a message: "Please login using your Login ID and Password." followed by an important note: "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." The login form includes two input fields: "CompTIA Career ID" and "Password". A "Forgot your password or login ID?" link is positioned to the right of the password field. Below the input fields is a "Login" button. At the bottom of the form, there is a link that says "Never logged in before?". The footer of the page contains 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 navigation bar contains links for Home, Demographics, History, Certifications, Continuing Education (highlighted), Fulfillment, and Transcripts. Below the navigation bar, there is a 'Welcome to the Certification Tracking System.' section with a list of actions: Update your demographics, View a history of exams, Track your certification status, Check your fulfillment status, and Manage your transcripts. A 'Note for DoD personnel:' is also present. A 'News' section shows a date '2010-Nov-03' and a 'Get Involved Banner'.

3. Click on Continuing Education Units in the menu bar

The screenshot shows the 'Continuing Education Instructions' page. The 'Continuing Education Units' link in the navigation bar is highlighted. The page content includes a note to print the page, a welcome message to the CE program, and an important note about email communications. A list of three steps is provided: 1. Enroll in the CE Program, 2. Sign the CompTIA Candidate Code of Ethics Policy, and 3. Pay CE Maintenance Fees. A note recommends participating at the highest level of certification. A table below details the requirements for CE completion based on the user's current certification level.

If you choose to participate in CE program level for:	And you hold the following valid certification(s):	Completion of CE or passing a qualifying higher-level certification earns you:
CompTIA A+	CompTIA A+	CompTIA A+ ce
CompTIA A+	CompTIA A+, CompTIA Network+	CompTIA A+ ce
CompTIA A+	CompTIA A+, CompTIA Network+, CompTIA Security+	CompTIA Network+ would not be renewed CompTIA A+ ce
CompTIA A+	CompTIA A+, CompTIA Security+	CompTIA Network+ and CompTIA Security+ would not be renewed CompTIA A+ ce
CompTIA Network+	CompTIA Network+	CompTIA Network+ ce
CompTIA Network+	CompTIA A+, CompTIA Network+	CompTIA Network+ ce
CompTIA Network+	CompTIA Network+, CompTIA Security+	CompTIA Network+ ce CompTIA Security+ would not be renewed
CompTIA Network+	CompTIA A+, CompTIA Network+, CompTIA Security+	CompTIA A+ ce, CompTIA Network+ ce CompTIA Security+ would not be renewed

4. Click on Continuing education requirements drop-down box to select an activity

CompTIA Advancing the Global IT Industry

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

Enroll | Code of Ethics Policy | CE Maintenance Fees | Continuing Education Units | Audit history

Add continuing education Activities

Continuing education requirements: College Course (3+ credit hour)

Units: 10

Activity Completion Date MM/DD/YYYY: []

Comments: []

Documentation language: Unspecified

Documentation: [] Browse...

Warning: Maximum 1 megabyte ZIP file upload size

Submit

Please refer to the CompTIA Continuing Education Activity Chart for details on which activities are acceptable. http://certification.comptia.org/getCertified/steps_to_certification/stayCertified.aspx

CompTIA Advancing the Global IT Industry

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

Enroll | Code of Ethics Policy | CE Maintenance Fees | Continuing Education Units | Audit history

Add continuing education Activities

Continuing education requirements: College Course (3+ credit hour)

Units: College Course (3+ credit hour)

Activity Completion Date MM/DD/YYYY: []

Comments: []

Documentation language: []

Documentation: []

- College Course (3+ credit hour)
- CompTIA Cert: CTP+
- CompTIA Cert: Linux+ (Powered by LPI)
- CompTIA Cert: PDI+
- CompTIA Cert: Server+
- CompTIA Exam Development Workshop
- Event/Seminar/Conference Attendance (1 unit per hour)
- External Cert: Cisco - CCIE
- External Cert: Cisco - CCIE Security
- External Cert: Cisco - CCNA
- External Cert: Cisco - CCNA Security
- External Cert: Cisco - CCNP
- External Cert: Cisco - CCSP
- External Cert: Cisco - CCVP
- External Cert: ISACA - CISA
- External Cert: ISACA - CISM
- External Cert: ISC2 - CAP
- External Cert: ISC2 - CISSP
- External Cert: ISC2 - SSCP
- External Cert: Microsoft - MCSE

5. Select the number of Units.

Units are to be entered for activities that require **hours** or **years**. If you are not able to input anything this means you have met the Max CEU's earned for that activity or the activity does not require you to enter hours or years.

CompTIA Advancing the Global IT Industry

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

Enroll | Code of Ethics Policy | CE Maintenance Fees | Continuing Education Units | Audit history

Add continuing education Activities

Continuing education requirements: Participation on IT-Related Board (2 units per year)

Years: 1

Activity Completion Date MM/DD/YYYY: 12/31/2011

Comments

Documentation language: Unspecified

Documentation: [] Browse...

Warning: Maximum 1 megabyte ZIP file upload size

Submit

6. Enter the date the CE Activity was completed

This is the date the presentation, training, certification..etc. was completed, not the day you entered the activity into the CE system.

CompTIA Advancing the Global IT Industry

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

Enroll | Code of Ethics Policy | CE Maintenance Fees | Continuing Education Units | Audit history

Add continuing education Activities

Continuing education requirements: Presenting: Lecturing/Presenting (1 unit per hour)

Hours: 1

Activity Completion Date MM/DD/YYYY: 12/31/2011

Comments

Documentation language: Unspecified

Documentation: [] Browse...

Warning: Maximum 1 megabyte ZIP file upload size

Submit

7. Click on the Documentation Language drop-down arrow and select the language of your documentation

CompTIA. Advancing the Global IT Industry

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

Enroll | Code of Ethics Policy | CE Maintenance Fees | Continuing Education Units | Audit history

Add continuing education Activities

Continuing education requirements: Participation on IT-Related Board (2 units per year)

Years: 1

Activity Completion Date MM/DD/YYYY: 12/31/2011

Comments:

Documentation language: Unspecified

Documentation:

Warning: Maximum 1 megabyte ZIP file upload size

8. Click on the Browse button to upload your document .zip file.
Zip files must not be larger than 1 MB.

CompTIA. Advancing the Global IT Industry

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

Enroll | Code of Ethics Policy | CE Maintenance Fees | Continuing Education Units | Audit history

Add continuing education Activities

Continuing education requirements: Participation on IT-Related Board (2 units per year)

Years: 1

Activity Completion Date MM/DD/YYYY: 12/31/2011

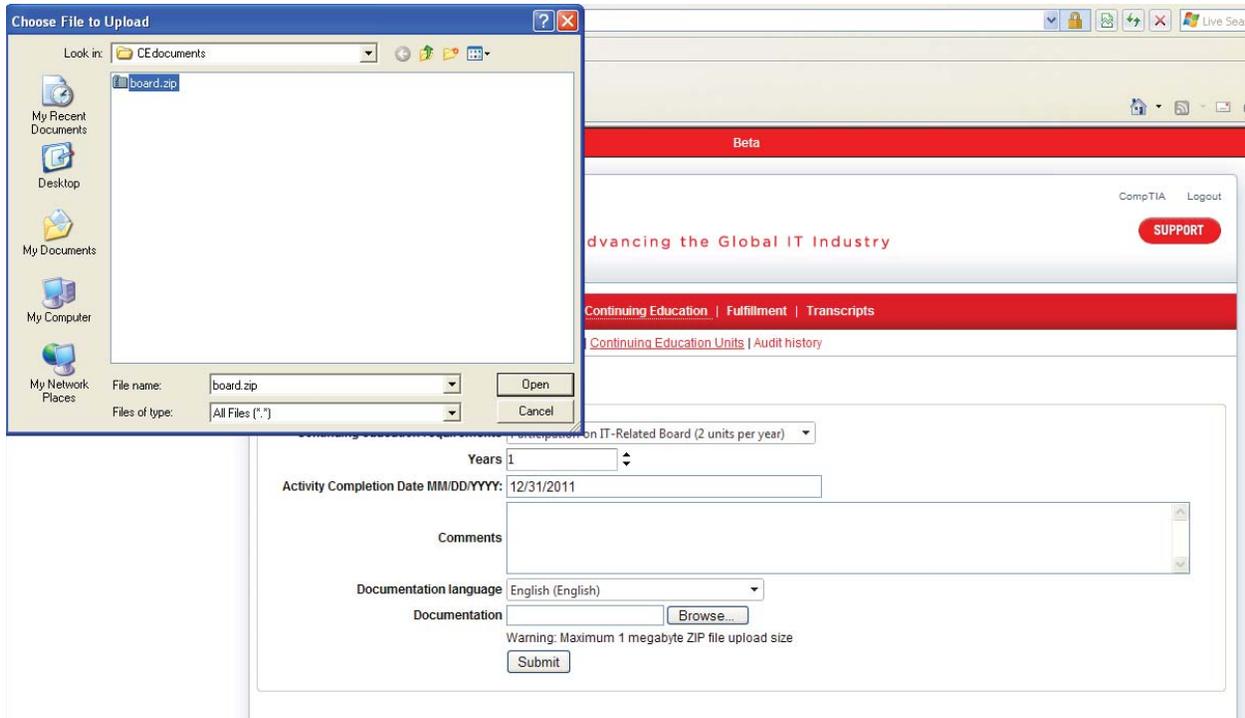
Comments:

Documentation language: English (English)

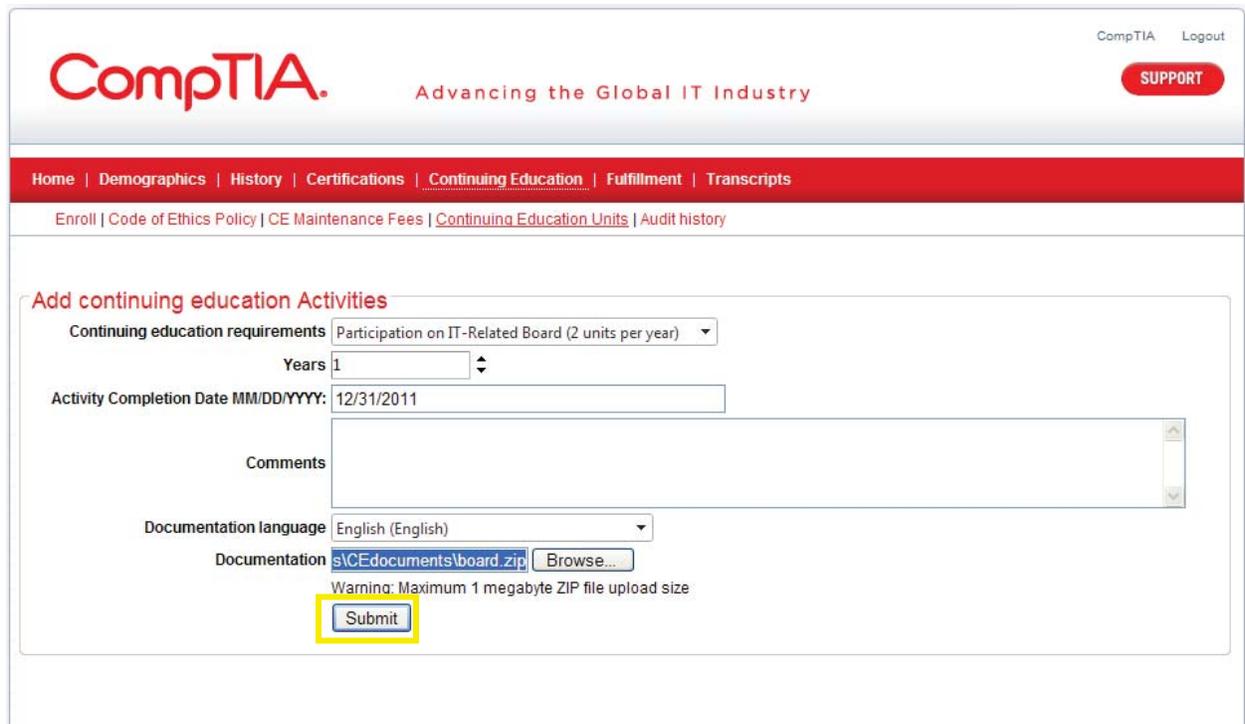
Documentation:

Warning: Maximum 1 megabyte ZIP file upload size

9. Select the .zip file and click on the Open button.



10. Click on the Submit button



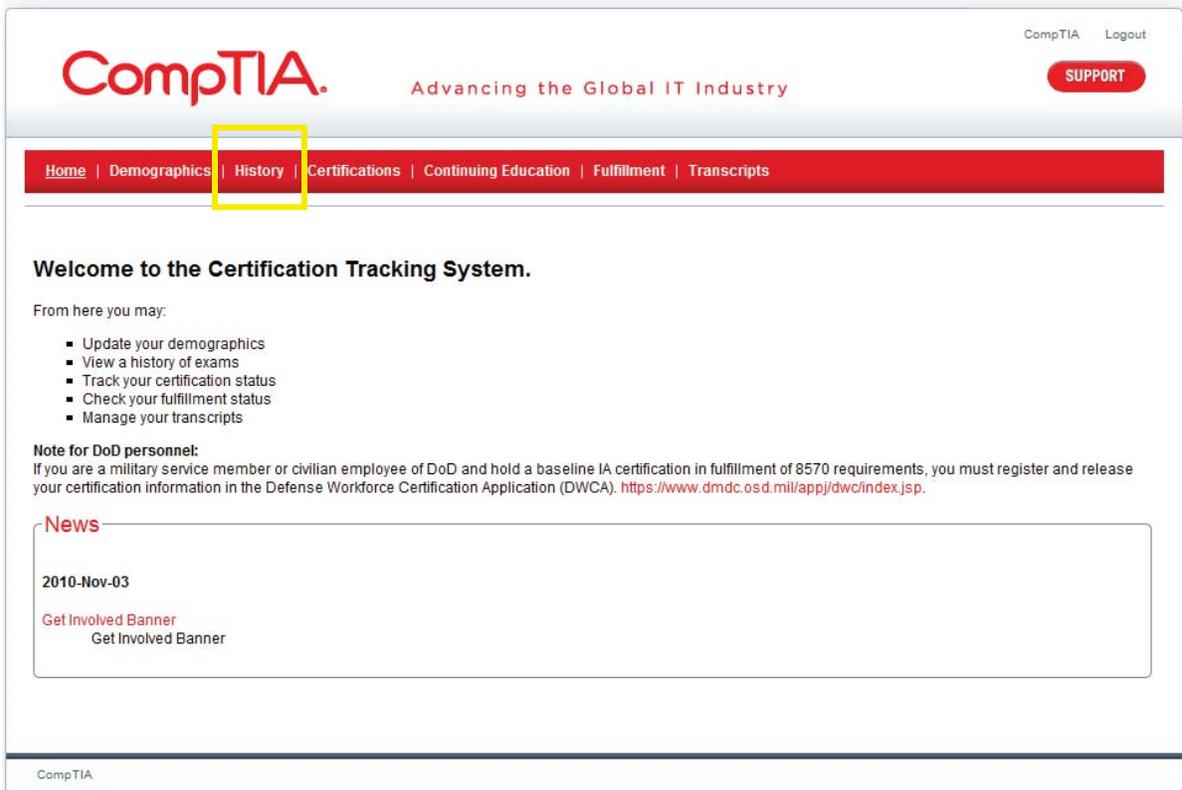
Where can I find a record of the Continuing Education Activities I've submitted?

1. Login to the [Candidate Database](#)



The screenshot shows the CompTIA Candidate Login page. At the top, the CompTIA logo is on the left, and the tagline "Advancing the Global IT Industry" is in the center. The page title "Candidate Login" is in a red bar. Below the title, there is a login form with two input fields: "CompTIA Career ID" and "Password". A "Login" button is positioned below the password field. To the right of the password field, there is a link that says "Forgot your password or login ID?". Below the login button, there is a link that says "Never logged in before?". The page footer contains the text "CompTIA".

2. Click on the History menu item



The screenshot shows the CompTIA Certification Tracking System home page. At the top, the CompTIA logo is on the left, and the tagline "Advancing the Global IT Industry" is in the center. The page title "CompTIA" is on the right, and a "Logout" link is next to it. A red "SUPPORT" button is also visible. Below the header, there is a navigation menu with the following items: Home, Demographics, History, Certifications, Continuing Education, Fulfillment, and Transcripts. The "History" item is highlighted with a yellow box. Below the navigation menu, there is a section titled "Welcome to the Certification Tracking System." followed by a list of actions: "From here you may:" and a bulleted list: "Update your demographics", "View a history of exams", "Track your certification status", "Check your fulfillment status", and "Manage your transcripts". Below this list, there is a "Note for DoD personnel:" section with a paragraph of text and a URL: "https://www.dmdc.osd.mil/appj/dwcindex.jsp". At the bottom, there is a "News" section with a date "2010-Nov-03" and a link "Get Involved Banner". The page footer contains the text "CompTIA".

Continuing education activities submitted by a candidate are listed on the history page in the Continuing education activities section.

[Home](#) | [Candidates](#) | [My Account](#) | [Catalogs](#) | [Reports](#) | [System](#)

Audit list

Name	Login	Email	
			Return to search

[Candidate Summary](#) | [Demographics](#) | [History](#) | [Certifications](#) | [Continuing Education](#) | [Fulfillment](#) | [Transcripts](#) | [Parature](#) | [Ecommerce Transactions](#)

Exams

Exams are imported during regular business hours. After completing an exam, allow 10 business days for it to appear here.

Code	Exam	Registration number	Score	Grade	Date
SY0-101	Security+ Exam	220744689 (Vue)	781	Pass	2007-Jun-07
N10-002	Network+ Certification Exam	207069187 (Vue)	713	Pass	2003-Jul-21
220-221	A+ Core Hardware Adaptive Exam	206404384 (Vue)	683	Pass	2003-Mar-17
220-222	A+ OS Technologies Adaptive Exam	206085848 (Vue)	767	Pass	2003-Jan-03

Continuing education activities

Name	Active date	Review	Points	Updated	Documentation	Language
External Cert: ISC2 - CISSP *	2011-Feb-23	Under Audit	0	2011-Feb-24		English(English)
External Cert: Microsoft - MCSA *	2011-Feb-23	Under Audit	0	2011-Feb-24		English(English)
Presenting: Lecturing/Presenting (1 unit per hour) *	2011-Feb-23	Under Audit	1 (1 Hours)	2011-Feb-24		English(English)
Event/Seminar/Conference Attendance (1 unit per hour) *	2011-Feb-15	Under Audit	1 (1 Hours)	2011-Feb-24		English(English)
Training: Non-Degree or CAQC-Approved (1 unit per hour)	2011-Feb-15	Under Audit	13 (13 Hours)	2011-Feb-15		English(English)
Training: Non-Degree or CAQC-Approved (1 unit per hour)	2011-Feb-15	Under Audit	1 (1 Hours)	2011-Feb-15		English(English)
Training: Non-Degree or CAQC-Approved (1 unit per hour)	2011-Feb-14	Under Audit	31 (31 Hours)	2011-Feb-14		English(English)
Training: Non-Degree or CAQC-Approved (1 unit per hour)	2011-Feb-14	Under Audit	3 (3 Hours)	2011-Feb-14		English(English)
Event/Seminar/Conference Attendance (1 unit per hour) *	2011-Feb-11	Under Audit	1 (1 Hours)	2011-Feb-24		English(English)
Work Experience (3 units per year) *	2011-Feb-11	Under Audit	3 (1 Years)	2011-Feb-24		English(English)