

Certification fees

of PM-ZERT, Certification body of GPM Deutsche Gesellschaft für Projektmanagement e.V.,
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PM-ZERT is the certification body
of
GPM Deutsche Gesellschaft
für Projektmanagement e. V.



GPM is a member of
IPMA International Project
Management Association.

Table of contents

1. IPMA® certificates Level D to Level A	3
2. Basic Certificate.....	4
3. Hybrid +	5
4. Administrative and organizational fees.....	6

1. IPMA® certificates Level D to Level A

IPMA Level		Short title
A	Certified Project / Programme / Portfolio Director	IPMA Level A
B	Certified Senior Project / Programme / Portfolio Manager	IPMA Level B
C	Certified Project Manager	IPMA Level C
D	Certified Project Management Associate	IPMA Level D

Fees in EUROS [€] – excluding VAT

IPMA Level	Price	Initial certification	Upgrade certification	Recertification
Level A	Standard	2,970	n/a	650
	GPM member	2,670	n/a	590
Level B	Standard	2,150	1,220	460
	GPM member	1,935	1,100	415
Level C	Standard	1,600	1,155	345
	GPM member	1,440	1,040	310
Level D	Standard	699	520	300
	GPM member	630	465	270
	Students ⁵⁾	275	165	270
	GPM student member ⁵⁾	250	165	270

Notes:

- 1) Levels D, C, B: A retake fee of €200 plus 7 % VAT is charged for repeating an examination part (€100 plus 7 % VAT for students with valid proof of enrollment). Each examination part may only be repeated once.
- 2) Level A: A retake fee of €500 plus 7 % VAT is charged for repeating an examination part. Each examination part may only be repeated once.
- 3) The fee for upgrade certification applies exclusively to holders of valid certificates and only for certification to the next higher level. In other cases, the fee for initial certification for the desired level applies.
- 4) Certificates issued from 01.04.2006 for Levels D, C, B, and A are valid for 5 years. Certificates issued before 01.04.2006 keep their validity. The new validity will take effect with the next recertification.
- 5) To be charged the student rate, the applicant must submit proof of enrollment together with the certification application documents. The proof of enrollment must be valid at the time of certification.
- 6) The minimum number of participants for student in-house examinations is 12.

2. Basic Certificate

Level		Short title
Basic certificate	Basic Certificate in project management (GPM)	Basic

Fees in EUROS [€] – excluding VAT

IPMA Level	Price	Initial certification	Upgrade certification	Recertification
Basic	Standard	225	n/a	n/a
	Member	202.50	n/a	n/a
	Students	150	n/a	n/a
	GPM student member	117.52	n/a	n/a

Notes:

- 1) The retake fee equals the standard fee.
- 2) Examinations for the Basic Certificate are offered as in-house and open certifications. The examination dates are scheduled by the organizers of the certification examinations as needed or published by PM-ZERT. The provisions in Guideline ZB01 and the relevant agreements on conducting an in-house certification (ZB29) apply to registration and application, respectively.
- 3) Online exams will take place if there is a minimum of 8 participants.
- 4) To be charged the student rate, the applicant must submit proof
 - a. a certificate of enrollment that is valid at the time of certification, or
 - b. a certificate from an institution with a public educational mandate at which the student received their training,
 together with the certification application documents.
- 5) The certificate is no longer valid after reaching its documented validity date. A recertification is not possible. A new certification examination is required to maintain the certificate after expiration. Before the certificate expires, an upgrade certification to Level D can be initiated when holding a valid Basic Certificate.

3. Hybrid +

Level		Short title
Hybrid+	Additional certificate hybrid+ (GPM)	hybrid+

Fees in EUROS [€] – excluding VAT

Level	Price	Initial certification	Upgrade certification	Recertification
Hybrid+	Standard	320	n/a	n/a
	GPM member	290	n/a	n/a

Notes:

- 1) The retake fee equals the standard fee.
- 2) Examinations for the additional certificate hybrid+ (GPM) are offered exclusively as in-house certifications. The certification dates are scheduled with the organizers of the certification examinations as needed. The provisions in Guideline ZHy01 and the relevant agreements on conducting an in-house certification (ZHy29) apply to registration and application, respectively.

4. Administrative and organizational fees

Fees in EUROS [€] – excluding VAT

Candidates are typically admitted to the certification process 3–5 weeks before the certification round, the dates of which are listed in our current “Dates and Fees” overview. Requests to reschedule participation must be submitted in writing (informally via email) to the office. In addition to the certification fee, the following administrative fees may be charged:

	Administrative fee	Price	Explanation
1)	Rescheduling participation	175	If a candidate postpones their participation before the certification round, an administrative fee is due. This fee is charged 14 days after registration for the certification round on the certification portal
2)	Rescheduling participation due to illness Proof must be provided	100	If a candidate postpones their participation due to illness prior to the certification session, an administrative fee is due. This fee is charged 14 days after registration for the certification session on the certification portal.
2)	Absence without excuse	275	An administrative fee is due for unexcused absence from the certification session.
3)	Revival renewal	180	The certificate expires on the expiration date stated on the certificate. If the “period of invalidity” specified in the Z01E_Guideline-General-Certification_V17 - during which a “revival renewal” of the certificate is possible—has elapsed, recertification may be requested in justified exceptional cases. If PM-ZERT approves the application, an administrative fee is due. The validity period of the certificate renewal is calculated based on the expiration date of the previous certificate.
4)	Additional certificate Print or digital version	35	Certificates are generally made available for download in digital form. An administrative fee applies for the reissuance of a certificate and for the issuance of a printed certificate.
5)	Invoice changes	20 <small>incl. 7% VAT</small>	A cancellation fee will be charged for invoice changes that are necessary due to incorrect address information provided by the participant or the organizer.
6)	Change in format of IZR examinations	450	If the type of certification (online / on-site) is changed after the deadline for submitting the documents, a processing fee will apply. Furthermore, PM-ZERT may be required to charge you for any travel expenses that have already been incurred.
7)	Catering and organizational fee for on-site certification rounds organized by PM-ZERT		Level A: €200 to be paid per participant Level B/C: €200 to be paid per participant Level D: €100 to be paid per participant CCT: €100 to be paid per participant

	Administrative fee	Price	Explanation
8)	Cancellation of certification	290	<p>Fees are invoiced by PM-ZERT upon admission to the certification process and are due upon issuance of the invoice.</p> <p>A withdrawal fee will be charged in the event of withdrawal from or termination of the certification process. For Level D, this fee is 290.00 EUR plus 7% VAT prior to taking the written exam or submitting the report.</p> <p>For Level CBA, the amount of the withdrawal fee is determined on a case-by-case basis after admission. The status of the certification process is the determining factor.</p> <p>If the certificate is not awarded upon completion of the process, the fee corresponds to the full fee for the respective certificate sought.</p> <p>Fees already paid will be credited toward the withdrawal or termination fee. Any resulting credit or additional payment will be settled accordingly.</p> <p>Translated with DeepL.com (free version).</p>
9)	Failure to meet the minimum number of 8 participants		For in-house certifications that have already begun, if the number of participants falls below the minimum requirement at any time, the full fees for the minimum number of participants (8 people) will be charged.
10)	Cancellation of an IZR examination (after receipt of the application documents)	490	If the certification (online / on-site) is canceled after the deadline for submitting the documents, a processing fee will apply. In addition, we may require charging the organizer for any travel expenses that have already been incurred.
12)	Examination registration for Level CB with more than 12 workshop participants (max. 18 participants)		If it becomes apparent in advance that the number of participants in a Level CB examination with a workshop will exceed 12 (max. 18), a third assessor will be scheduled for the workshop. Should the number of participants subsequently fall below 13, the quoted fee of € 750 will be charged.
13)	Preliminary admission for IPMA Level C and IPMA Level B	Level C: 175 Level B: 225	To determine whether you are eligible for the desired level, you can submit your completed application materials, which will be reviewed by an assessor. If your application is approved, admission is valid for 18 months from the date of admission. The fee is due even if your application is not approved, and in either case, it will not be applied toward the certification fee.

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