

CCBA®

Terms and Conditions

I agree to the terms and conditions listed below for submission and payment of the Certification of Capability in Business Analysis™ (CCBA®) application:

- This application is the property of International Institute of Business Analysis™ and is protected by copyright. This application is confidential once it is completed.
- By submitting my online application and therefore, by creating an account with IIBA, I understand that IIBA may contact me regarding my account and my online application.
- I consent to IIBA collecting and storing the foregoing information and contacting my stated references to confirm any or all information on my application form.
- I understand that the CCBA® application fee is a non-transferable and non-refundable fee and that if my CCBA® application is approved, I have one year from the time I receive my approval email to take the CCBA® exam before my application lapses. If my application lapses, I must reapply for certification and repay the application fee.
- Upon successful completion of the CCBA® exam, I consent to the following information to be part of the CCBA® directory that is available on the IIBA website:
 - first and last name,
 - city,
 - state/province/territory,
 - country, and
 - certification date.
- By making this application for the CCBA® designation, I agree to abide by the terms of use of the CCBA® certification mark as set out below:
 - CCBA® recipients in good standing are granted a limited, non-exclusive, and revocable license and permission to use the following certification marks and trade-marks (collectively "CCBA® Marks") for the term that the CCBA® recipient is in good standing, in accordance with the terms and conditions that follow:
 - CCBA® Marks**
 - Certification of Capability in Business Analysis™
 - CCBA®
 - Terms and Conditions for using CCBA® Marks**
 - The CCBA® recipient agrees to:

- (1) use the CCBA® Marks in accordance with the standards set out in the IIBA Corporate Identity Standards Manual; and
- (2) terminate use of the CCBA® Marks in the event the certification is revoked or the recipient is no longer in good standing. The CCBA® recipient agrees that IIBA reserves the right to revoke the license herein at its sole discretion at any time.

