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1.0 Introduction
Welcome to the IIBA® Certification in Agile Analysis Handbook. This handbook describes the process for attaining the IIBA®-AAC and where information is already on our website, will direct you to the specific webpage.

This certification focuses on applying an agile mindset to the fundamental knowledge, competencies, and techniques of business analysis.

IIBA®-AAC recognizes your ability to effectively execute analysis related work in an agile context. Earning this certification provides potential employers, a clearer indication of the competencies that you have developed.

2.0 Exam Information
The IIBA®-AAC exam is a competency-based certification exam that recognizes your development of enhanced capabilities. It is for business analysis professionals with two to three years’ experience executing analysis-related work in an agile context.

The IIBA®-AAC exam is closely aligned to the Agile Extension to the BABOK® Guide, version 2 and tests your ability to answer questions focused on real world scenarios.

The following can be found on the IIBA website at AAC Getting Started:
  • AAC Exam Information and blueprint
  • AAC Exam Sample Questions and Self-Assessment
  • AAC Exam Preparation
Answer the sample exam questions to check your readiness to write the IIBA®-AAC exam.

The IIBA®-AAC exam is weighted across four knowledge areas (domains) and consists of 85 multiple-choice, scenario-based questions to be completed within 2 hours.

3.0 Certification Process
Step 1 – Purchase Your Exam
From the IIBA Store or login with your IIBA credentials and select Certification > My Certifications. Click the Apply button.

Once you pay for the exam, you will receive an email confirming your purchase and an email outlining Next Steps – Complete Your Attestations.
Step 2 – Complete Your Attestations

Use the link from your Next Steps-Complete Your Attestations email to access your IIBA Portal and click on the Get started button to complete the attestations for the Code of Conduct and Terms and Conditions. During this step, you can also decide if you want to consent to having your information made publicly available, upon your achievement of the certification, on our international public registry, located within the Certified Registries section of the IIBA website.

Step 3 – Schedule and Pass Exam

Schedule your exam sitting by selecting the Get started button.

This will automatically take you to the PSI scheduling page. Select Schedule Exam

When you have completed this step, you will be directed to the “View Details” page, where there is an option to Reschedule, Cancel, Schedule or Launch the exam.

From this page, you will also find the following KEY information:

• Security Procedures
• Required Identification Documents
• Computer Compatibility
IMPORTANT

Before the day of your exam, review the Exam Preparation page from the IIBA website to ensure that you are familiar with the computer requirements, the government issued ID and other exam rules.

Step 4 – Take Exam

After you have taken your exam, you will see your Pass or Fail result on your screen and, you will receive a confirmation email from PSI and from IIBA within 2 business days. If you fail your exam, you will be able to retake it after you pay the exam rewrite fee which will be listed as a goal for you to complete in your IIBA portal.

4.0 Suspending or Withdrawing Certification

IIBA reserves the right to revoke the IIBA®-AAC at any time after review of a reported professional misconduct or for a misuse of the IIBA®-AAC logo or trademarks.

IIBA also reserves the right to conduct random post-certification audits.

All fees paid shall be forfeited in the event of a revoked or suspended credential. Recipients whose certificates have been revoked will not be allowed to reapply for the IIBA®-AAC for a period of time to be decided at the discretion of IIBA.

5.0 You May Also Like

Summary of Certification Fees
Cancellation and Reschedule Policy
Certification FAQs
Certification Registries