



Policy on Retired Certification Status

The Association of Clinical Research Professionals (ACRP) offers Retired Status to individuals who hold an active Certified Clinical Research Coordinator (CCRC®), Certified Clinical Research Associate (CCRA®), ACRP Certified Professional (ACRP-CP®), or Certified Principal Investigator (CPI®) credential and have fully retired from clinical research.

This designation honors the contributions of ACRP-certified professionals while maintaining the integrity of ACRP credentials and ensuring clarity for the public and industry professionals.

Eligibility Requirements

To qualify for Retired Status, an individual must:

1. Be fully retired and no longer engaged in clinical research in any capacity.
2. Hold an active credential in good standing at the time of application submission.
3. Submit the application within six (6) months of the credential's expiration date.

Permitted Use of the Certification Mark

Eligible retirees may use the following designations:

- CCRC® (Retired)
- CCRA® (Retired)
- ACRP-CP® (Retired)
- CPI® (Retired)

Limitations

- If an individual returns to full-time work in clinical research, they must notify ACRP and discontinue the use of the retired designation.
- To regain active certification, individuals must meet current eligibility requirements, pay the exam fee, and pass the certification exam.
- Individuals working per diem or in any clinical research role may not use the retired designation in any professional capacity.

Application Process & Benefits

Individuals meeting the eligibility requirements must:

1. Complete the ACRP Certification Retired Status Application.
2. Pay the applicable retired status dues.

Upon approval, successful applicants will receive:

- A congratulatory email.
- A downloadable certificate indicating their Retired Status.

Inappropriate Use of Designation

Misuse of the retired designation will result in:

- Permanent revocation of the credential.
- Ineligibility for retired status in the future.

MONITORING AND REVIEW SCHEDULE

Monitor as needed and review every three years by the Board of Trustees.

DATES REVIEWED BY THE ACADEMY BoT

February 19, 2025

DATES MODIFIED BY THE ACADEMY BoT**DATES APPROVED BY THE ACADEMY BoT**

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