

Upgrading from the Provisional CAMT to the Full CAMT in PACE

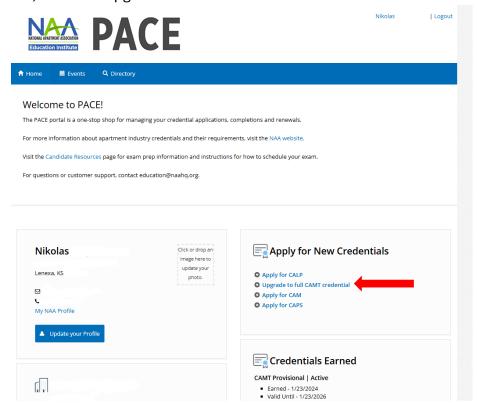
To be eligible for the full CAMT credential, candidates must have at least 12 months of apartment maintenance experience. If they do not meet this experience requirement, they are eligible to earn the Provisional CAMT.

Once the Provisional CAMT is earned, the credential holder has 2 years from the date the Provisional CAMT was earned to meet the 12-months experience requirement and upgrade to the full CAMT credential. If the credential holder fails to submit the application and meet all requirements to upgrade to the full CAMT within the 2-year window, they will be required to take the course and pass the exam again. The Provisional CAMT will expire after 2 years.

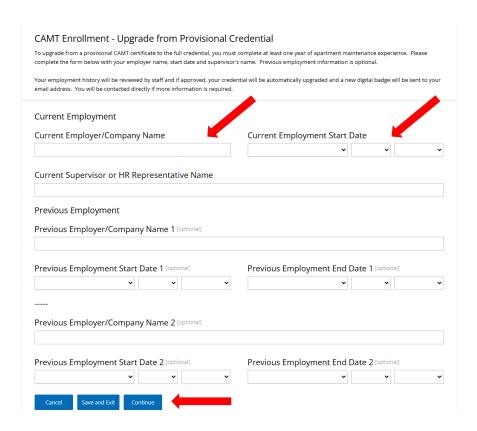
Follow the steps below to submit the application in PACE to upgrade from the Provisional CAMT to the full CAMT.

Start here: https://my.naahq.org. Log into your NAA account and click My Education Institute to access PACE.

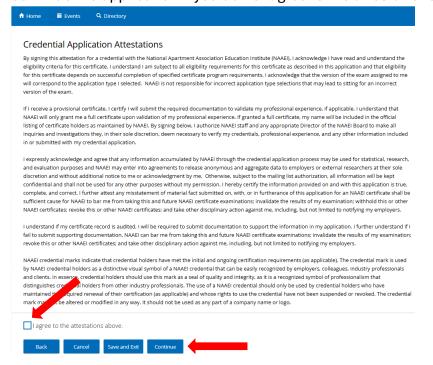
1. The PACE portal home screen is displayed below. In the "Apply for New Credentials" tile, click on "Upgrade to full CAMT credential."



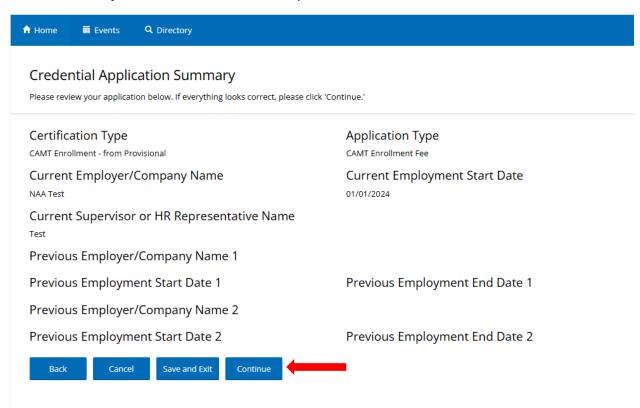
2. Fill out all relevant fields on the application and click Continue.



3. Read the Credential Application Attestations and click the box next to "I agree to the attestations above" if you agree. Then click Continue. **Note** – you will not be able to continue the application if you do not agree to the attestations.



4. Review the Credential Application Summary. If all information entered is correct, click Continue. If any information needs to be updated, click Back.



5. After clicking Continue, you will be taken to the Application Confirmation page. If you would like to print the page, click Print. If not, click Close. Your application has now been submitted for review by a member of the NAAEI team. They will review the application and notify you by email within 48 business hours if the application was accepted or rejected. If the application was rejected, a reason will be provided.

