Frequently Asked Questions for AACC Online Certificate Programs

Is this a certification program?

No, this is not a professional certification program. A certificate program is an academic program of study in a specific field intended for occupational training, upgrading, or retraining. A certificate is awarded upon successful completion of the program.

Any there are prerequisites for enrolling in a program?

Educational programs, such as these certificate programs, are generally open to anyone who wishes to participate. Specific professional experience or academic degrees are not required unless the program's registration form specifically mentions them. The information contained on the program's web pages will include the program's target audience and level of difficulty.

Does this certificate program have requirements for maintaining competency?

Since this is not a professional certification program, requirements for maintaining competency do not apply.

How can I determine if a certificate program is right for me?

Read the program description on the AACC web site to determine if a particular program will meet your educational needs and interests. Take a look at the program's target audience and level of difficulty.

Do I earn continuing education credits for individual courses?

No—only one link is provided for completion of all courses within the certificate program. This link with instructions is included at the end of each program.

When can I begin my coursework?

The web site and registration form list the course start and end dates. When you receive access to coursework depends on how you register. You won't receive instant access, your order has to be processed. If you have not received access information within 72 hours, please contact customer service.

How long do I have to complete a program?

You have until the course end date to complete the program if you want to receive a certificate.

How long do I have access to course materials?

Your access to course materials ends when the program ends. After that date you will not have access to course materials, which means you should print PDFs of any materials you may want to access later as a resource.

For the POC certificate program, do I earn continuing education credit for the final exam?

No, there is no continuing education credit available for taking the exam.

How do I obtain proof of completion for my manager or employer?

After you have completed the program, you can request a letter of completion from the program administrator. Information for contacting the program administrator appears within each program.

How do I receive my certificate?

Certificates are generated in batches once per month. They are mailed to the address that you provided at registration.