



International Council on Systems Engineering

A better world through a systems approach



How to: Use coupon code for ASEP or CSEP applications

incose.org



Step 1

Log in to portal.incose.org.

From the banner menu, click on “Certifications.”

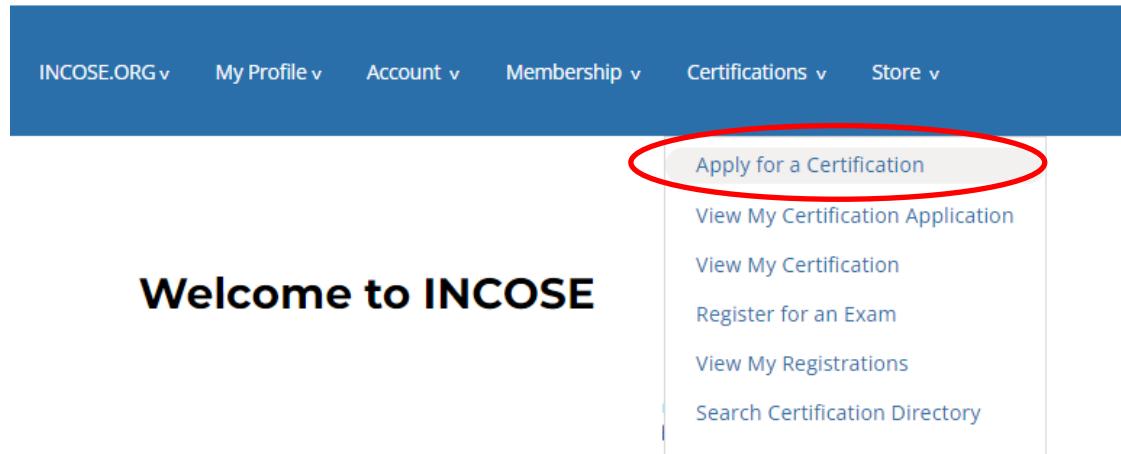


Welcome to INCOSE

We're glad you're here.

Step 2

Click on “Apply for a Certification.”



The image shows a screenshot of the INCOSE website's navigation bar and a dropdown menu. The navigation bar includes links for INCOSE.ORG, My Profile, Account, Membership, Certifications (which is currently selected and has a dropdown arrow), and Store. The 'Certifications' dropdown menu contains the following items: 'Apply for a Certification' (which is circled in red), 'View My Certification Application', 'View My Certification', 'Register for an Exam', 'View My Registrations', and 'Search Certification Directory'. The main content area of the page displays the text 'Welcome to INCOSE'.

- INCOSE.ORG v
- My Profile v
- Account v
- Membership v
- Certifications v
- Store v

Apply for a Certification

View My Certification Application

View My Certification

Register for an Exam

View My Registrations

Search Certification Directory

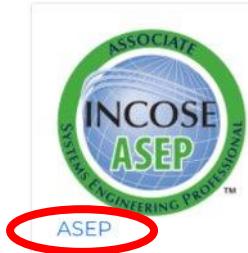
Welcome to INCOSE

Step 3

Choose the application and click on the ASEP or CSEP hyperlink

Certification Programs

Filter programs



Step 4

Click on the “Submit Application/Renewal” button.

ASEP



[« Back to All Programs](#) [Submit Application/Renewal](#)

Associate Systems Engineering Professional (ASEP)

If you have just started practicing – or want to start practicing – systems engineering, then ASEP is for you. This certification is for people at the beginning of their career as a systems engineer. The ASEP has “book knowledge” but not yet significant experience as a systems engineer.

You must be an Active INCOSE Member to apply. CAB Associates do not qualify.

Click the **Submit Application/Renewal** button above to start your application or to renew your certification. If you have previously submitted an application, you will see a [Click here to view your application](#) link above. If you wish to disregard this application or believe the previous application was submitted in error and wish to submit a new application, the active application must be disabled. Please contact helpdesk@incose.org to disable your previous application.

For general questions, please visit INCOSE’s website for information regarding the ASEP Application process.

CSEP



[« Back to All Programs](#) [Submit Application/Renewal](#)

Certified Systems Engineering Professional (CSEP)

If you are a practicing Systems Engineer with more than five years of systems engineering professional work experience, then CSEP is for you.

You must be an Active INCOSE Member to apply. CAB Associates do not qualify.

Click the **Submit Application/Renewal** button above to start your application or to renew your certification. If you have previously submitted an application, you will see a [Click here to view your application](#) link above. If you wish to disregard this application or believe the previous application was submitted in error and wish to submit a new application, the active application must be disabled. Please contact helpdesk@incose.org to disable your previous application.

For general questions, please visit INCOSE’s website for information regarding the CSEP Application process.

Step 5

Verify your information that auto-populates. Click “Next.”

General Information

Please provide your Legal Name as it is to appear on your SEP Certificate. This name must match the name shown on any official identification used when taking your exams (i.e., the name shown on a driver's license). Changes made here will update your contact record for your membership.

First Name

Middle Name

Last Name

Email Address

Next Cancel

Step 6

Read the affidavit and complete the required fields: *"Name to Be Printed on Certificate"* and *"Submission Date."*

Click **“Apply Coupon Code.”**

Affidavit & Signature

I, the undersigned, have read the contents and information hereof, and to the best of my knowledge and belief the statements contained in this application are true in substance and effect and are made in good faith. I further state that I have read the INCOSE Code of Ethics and pledge to adhere to it. I further understand that my name (with organization/division, city, state and country) will be posted on the INCOSE public web site and may be otherwise communicated by INCOSE if I am recognized as a Systems Engineering Professional. Although my application materials may be used for INCOSE research efforts, no personally identifiable information will be published other than that listed in the previous screen. I understand that I have an ongoing obligation to keep my information current with INCOSE. I further understand that my experience will be considered only through the date of this application. I understand that I have one calendar year from the Submission Date to complete all of the activities associated with the application.

Name To Be Printed On Certificate

Submission Date *

Collect Payment Info

Amount Due Now:
350.00 USD

Apply Coupon Code

Your Credit & Debit Cards

Expires on

+ Add a credit or debit card

No payment method selected. Please select a payment option to continue.

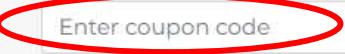
Step 7

Write voucher number.

Select "Check" button.

Collect Payment Info

Amount Due Now:
350.00 USD

Enter coupon code 

  Cancel

Step 8

Complete credit card information.

Click "Save Card."

Click "Next."

Your Credit & Debit Cards Expires on

Add a New Card    

Securely save this card on my account for later use

Card Number:

Name on Card:

Expiration:

CVV/Security:

Billing Address:

When you click the button below your credit card number will be encrypted and tokenized. No sensitive account information is transmitted to or stored on our servers.

Save Card

No payment method selected. Please select a payment option to continue.

Next

Step 9

Review your order.

Click "Process Order."

Exam Information			
English Not Native Language Yes	Health or Learning Yes		
Affidavit & Signature			
Name To Be Printed On Certificate [REDACTED]	Submission Date 8/19/2024 2:28 AM		
Heads up! Your order is not yet complete! Review the information below and click the Process button at the bottom of the screen to complete your order.			
Item	Quantity	Unit Price	Total
[REDACTED]	1	[REDACTED]	[REDACTED]
Subtotal: Shipping: Taxes: Less Discounts: Total:	[REDACTED]		
Payment Method: [REDACTED]			
Payment Amount: [REDACTED]			
<input type="button" value="Back"/>	<input type="button" value="Cancel"/>	<input style="border: 2px solid red; border-radius: 5px; padding: 5px; width: 150px; height: 30px; text-align: center; font-weight: bold; color: white; background-color: blue; font-size: 14px; font-family: inherit;" type="button" value="Process Order"/>	

INCOSE CSEP Application

Thank you



Any Questions?

Certification Office
certification@incose.net

For more information visit
www.incose.org/certification