MPI Multi-Chapter CMP Bootcamp

MPI OTTAWA CHAPTER

March 23 - May 30, 2026

MPI INDIANA CHAPTER

MPI CHICAGO AREA CHAPTER

MPI OHIO CHAPTER

MPI MICHIGAN CHAPTER

MPI MINNESOTA CHAPTER

MPI ST. LOUIS AREA CHAPTER

Agenda for Today

Welcome & Introductions

What is the CMP Bootcamp and Is It Right for You?

How the Program Works

Participant Requirements & Commitment

Weekly Schedule & Course Timeline

Course Platform & Learning Experience

CMP Exam Application Process (EIC)

Cost & What's Included

How to Register

Q&A

Multi-Chapter CMP Participant-Led Bootcamp

Welcome and thank you for joining today. This workshop will walk you through our upcoming Multi-Chapter CMP Bootcamp, designed to support meeting professionals preparing for the Certified Meeting Professional (CMP) exam.

What this bootcamp is:

- A structured, 9-week study program with weekly milestones to keep you accountable

- A participant-led learning experience where members take turns presenting CMP domains, supported by a facilitator

- A mix of live sessions + an on-demand resource library (recordings, slide decks, and shared materials)

Participating Chapters: Michigan | Ottawa | St. Louis | Indiana | Minnesota | Chicago | Ohio

Is This Bootcamp Right for You?

This program is designed for:

- CMP candidates planning to sit for the CMP exam
- Professionals who learn best through collaboration and discussion
- Individuals willing to actively participate and lead at least one session
- CMP candidates seeking structure, accountability, and peer support

Program Overview

The Multi-Chapter CMP Bootcamp is a participant-led study program built around the CMP International Standards. Rather than passive lectures, participants actively engage by teaching, discussing, and applying CMP domains together—supported by an industry veteran facilitator.

Built for retention: The "learn by teaching" model helps participants move from memorizing content to actually understanding how to apply it.

Accountability + momentum: Weekly structure, assigned prep, and group deadlines keep you progressing toward exam readiness.

Collaborative support: You learn from peers across chapters, plus facilitator guidance to clarify concepts and keep discussions aligned.

Reusable study library: Recordings, slide decks, and quizzes become an on-demand resource you can revisit as you study.

How It Works

Participants take turns presenting assigned CMP domains or chapters.

Each session includes:

- A participant-led presentation
- Group discussion
- Interactive quiz questions, created by presenter as part of presentation assignment

A facilitator supports discussion, clarifies concepts, and ensures alignment with CMP standards.

All sessions are recorded and made available on-demand.

Why Participant-Led Learning?

Research shows that teaching a topic is one of the most effective ways to retain information.

By preparing and presenting content, participants:

- Deepen their understanding of CMP domains

- Identify knowledge gaps earlier

- Build confidence for exam-day scenarios

- Learn from real-world examples shared by peers

Participant Commitment

Schedule: Wednesdays, 7:00–8:30 PM ET

Duration:

- 8 weeks of live instruction, April 1 - May 20, 2026
- Classroom Portal opens March 23, 2026.
- 1 on-demand Stakeholder Management module available March 23, 2026
- Final mock exam and review session, May 27, 2026

Preparation:

- All participants must read assigned chapters prior to each session

Presenter Expectations (Participant-Led)

You are not expected to be an expert. Each participant will be assigned a domain (or portion of a domain) to lead—assignments depend on the final number of participants.

On your assigned week, you will:

- Build a short PowerPoint on key takeaways from the reading
- Present live during class
- Submit 5+ quiz questions (with answers)
- Lead discussion and Q&A with facilitator support

Deadlines:

- Submit slides + quiz the Friday (5 days) before your session
- **If you can't present live, submit a recording and PPT 1 week before the class**

Weekly Course Schedule

On-Demand (Mar 23): Stakeholder Management (Domain G)

April 1: Strategic Planning (Domain A)

April 8: Project Management (Domain B) & Talent Management (Domain F)

April 15: Sustainability (Domain C) & Risk Management (Domain D)

April 22: Financial Management (Domain E)

April 29: Event Design (Domain H)

May 6: Site Management (Domain I)

May 13: Marketing & Communications (Domain J)

May 20: Technology Integration (Domain K) & Evaluation Process (Domain L)

May 27: CMP Mock Exam & Group Review

Course Platform & Access

Classroom portal via EventMobi. Access will be provided March 23,2026

Live sessions delivered on Zoom, accessible via the classroom portal

Slide decks available for download prior to each class

Session recordings available on-demand 1 week after each class

Central classroom portal for materials, recordings, and updates

Classroom, PPT, recordings will be available until March 30, 2027

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CMP Exam Application: What You Need to Know

The CMP exam is administered by the Events Industry Council (EIC).

Important: Do not apply until you're ready to write—your approval starts a 1-year testing window (and includes rewrite opportunities). Applying too early can limit your flexibility.

Fees (paid directly to EIC):

- Application fee: $375 USD (approval valid for 1 year from acceptance)

- Exam fee: $535 USD

- Reschedule fee: $75 USD (minimum 90 days between attempts)

Once approved by the EIC you have one year to pay the exam fee and schedule your exam.

CMP Eligibility Requirements (Overview)

Following is an overview of the eligibility requirements for the CMP program. For detailed information about these requirements and acceptable forms of documentation, please download the CMP Handbook and CMP Handbook Addendum.

To be eligible to sit for the CMP exam, your application must include proof of both EXPERIENCE and EDUCATION.

1) Professional Experience (choose 1)

- 36 months full-time industry experience (within past 5 years; non-consecutive allowed) + resume/CV, *or*
- 24 months industry experience + hospitality/tourism/event degree (both within past 5 years) + resume/CV, *or*
- 36 months full-time instructor in industry-related program + proof (course outline/syllabus)

CMP Eligibility Requirements (Overview) - *Continued*

To be eligible to sit for the CMP exam, your application must include proof of both EXPERIENCE and EDUCATION.

2) Continuing Education (choose 1)

- 25 clock hours completed within past 5 years (conferences/webinars/classes; aligned to CMP-IS domains), or
- Industry internship: 200+ hours within past 5 years + signed verification letter

Apply to write the CMP directly through EIC:

https://eventscouncil.org/CMP/Future-CMPs/submitting-your-application

Important: *Incomplete/unclear documentation can result in denial—submitted applications can't be edited, and fees are forfeited if denied.*

Required Prep Materials

All participants must obtain required CMP preparation materials by March 23.

These materials are essential for:

- Reading assignments
- Presentation preparation
- Quiz development
- Exam readiness

Required Publications

- EIC Manual, 9th Edition
- EIC Glossary, 2019 Edition
- Sustainable Event Professional Workbook

Purchase from EIC

Required Free Resources:

- EIC Event Risk Management Guidebook 2021: View Here
- EIC Digital and Hybrid Events Guidebook: View Here

Program Cost

Your registration includes:

- 8 live, Participant instructed sessions, with an industry CMP / SME volunteer facilitator

- On-demand Stakeholder Management module

- Mock exam and review session

- Access to all session recordings

- Peer learning and accountability across chapters

MPI Member: $170 *(Currency dependent upon country of residence)*

Non-Member: $220

How to Register

You will register directly with your MPI Chapter (Chapter closest to residence for non-members)

Visit your chapter MPI events page for more information.

Domain assignments will be released on March 23, 2026

Why Join the CMP Bootcamp?

Structured accountability

Deeper understanding of CMP content

Practice explaining concepts clearly

Learn from peers across multiple chapters

Build confidence before exam day

Questions & Next Steps

- Questions about the program?

- Unsure if now is the right time to apply for CMP?

- Interested but need help planning your study timeline?

Ready to proceed?

- Visit your MPI Chapter website to register
- Obtain required CMP materials & read ahead!
- Download Quizlet and Pocket Prep Apps