



CertNexus Authorized Instructor Program Guide

1. Overview of the CertNexus Authorized Instructor (CAI) program

CertNexus (www.certnexus.com) is a vendor-neutral certification body, providing emerging technology certifications and micro-credentials for business, data, developer, IT, and security professionals. CertNexus' mission is to assist closing the emerging tech global skills gap while providing individuals with a path towards rewarding careers in Artificial Intelligence (AI)/Machine Learning, Data Science, Data Ethics, Internet of Things (IoT), and Cybersecurity.

CertNexus has established the CertNexus Authorized Instructor (CAI) program to recognize instructors who are prepared to lead CertNexus training programs in-person or virtually. CertNexus Authorized Instructors are credentialed professionals, either individuals or affiliated with CertNexus Authorized Training Partners (ATP). They are recognized for their CertNexus product proficiency, understanding and knowledge, and their instructional skills in delivering CertNexus programs using *CertNexus Authorized Training Curriculum*. CertNexus Authorized Instructors have the product knowledge needed to meet industry standards and lead courses in instructional settings.

To earn CAI status and have access to CAI benefits, the instructors are required to meet the criteria as explained in this Program Guide. We look forward to partnering with all interested instructors to bridge the growing emerging tech skills gap and provide individuals with pathways to rewarding careers.

2. Become a CertNexus Authorized Instructor (CAI)

2.1. CertNexus Authorized Instructor (CAI) Criteria

The criteria for becoming a CertNexus Authorized Instructor are listed below:

1. Current validated certification in the CertNexus THINK, BUILD or SECURE Program(s) (CyberSAFE, IRBIZ, DSBIZ, AIBIZ, IoTBIZ, DEBIZ, CFR, CSC, CAIP, CDSP, CIoTP, CIoTSP, CEET) candidate is applying for.
2. Demonstrated instructor experience and teaching skills proven by holding MCCT, MCT or similar certification from another vendor, **or** a letter from an academic institution confirming instructor experience and teaching skills. If none of these apply to you, please email us at certifications@certnexus.com
3. Teaches official CertNexus courses only using CertNexus Authorized Training Curriculum.
4. Agrees to sign the [Instructor Agreement](#) upon approval
5. Must keep a valid current certification for the latest version of the CertNexus programs which instructor delivers.

2.2. Application procedure

The application procedure for all interested instructors desiring to apply to become a CertNexus Authorized Instructor is explained as follows:

Phase 1 - Application - Interested instructors can begin their application by filling in the [CertNexus Authorized Instructor Application Form](#). After submitting the Application form, a copy will be emailed to the email address provided. In addition to submitting the Application form, an email with the required attachments should be sent to certifications@certnexus.com with "Authorized Instructor Application – name and surname" in the subject field.

Phase 2 – Review: All CAI applications are subject to review. Upon review of applicant's qualifications, CertNexus may contact the applicants to provide additional information. The approval process itself may take up to fifteen business days.

Phase 3 – Pre - Approval – Upon the successful review and validating all CAI criteria are met, the applicant will receive confirmation for the pre-approval and will be requested to sign the [CAI Agreement](#).

Phase 4 – Approval - Upon the signing of the CAI Agreement, the applicants will receive confirmation for the approval and will be awarded CAI status and the CAI badge.

2.3. Maintaining CAI status

To maintain the CertNexus Authorized Instructor status, the instructors must keep a valid current certification for the latest version of the CertNexus programs they are delivering.

This means that after the end of the 3-year period of validity of their CertNexus certification, the instructors are required to meet the continuing education requirements ([continuing education program](#)) or recertify in order to maintain their certification and maintain their CAI status.

Alternatively, if a new version of the specific CertNexus certification is released, the instructors have a period of 6-months to obtain the latest certification. If the instructor fails to do so within this period, they may be subject to removal from the CAI program.

As one of the CAI requirements is the instructor to deliver CertNexus courses only using CertNexus Authorized Training Curriculum, if the instructor fails to meet this requirement, they may lose the CAI status.

3. CAI Benefits

All CertNexus Authorized Instructors, upon their approval, are entitled to the following benefits:

- CertNexus Authorized Instructor badge

CertNexus Authorized Instructors can display their globally recognized Accredible digital certification badge across websites, social media profiles, and blogs. Businesses, employers, and potential customers can verify a CAI's certification badge to confirm the instructor's badge information is valid, accurate, and up to date.

- CertNexus Authorized Instructor community access

Being a CertNexus Authorized Instructor provides you with exclusive access to Instructor community groups, events, and initiatives such as: invites for beta programs, instructor exclusive events with course creators, possibility to contribute to exams, etc. The CAI community activities will be defined

on from time to time and will be made available to all CAIs. In addition, the CertNexus Authorized instructors will get access to the CertNexus ATP portal containing valuable product details and marketing related assets they can use.

- Discounted prices for Instructor course bundles for all CertNexus programs

CertNexus Authorized Instructors are eligible for a 50% discount on all Instructor Course Bundles for each of the new CertNexus certifications they would like to acquire and therefore be equipped to deliver. The instructor kit includes Instructor digital book (includes Instructor Setup and Notes), Student digital book, Instructor and Student data files, PowerPoint slides, TTT Videos (where available), Email access to Master Instructor, Exam voucher, and Virtual labs (six months access in bundles where labs are available).

- Possibility for freelance/independent instructors to be engaged through CertNexus / Logical Operations

For all CertNexus Authorized Instructors interested and open to opportunities for contracting, CertNexus/Logical Operations will, based on the demand, present contracting opportunities for delivering CertNexus programs either virtually or in-person, and will facilitate the contracting procedure. Interested CertNexus Authorized Instructors for contracting opportunities will be contacted additionally to provide relevant information such as daily rate, possibility to deliver virtual and physical meetings, time-zone availability, language, etc. Contracting opportunities are limited to independent/freelance instructors.

- CertNexus Authorized Instructor Impact points program

All CertNexus Authorized Instructors are highly encouraged to promote their CAI status and CertNexus programs. As a way of appreciation for each CertNexus related promotion action, the CertNexus Authorized Instructor will be entitled to receive impact points based on which they will have the possibility to be awarded with special recognition or a prize from CertNexus / Logical Operations. The following is a non-exhaustive list of promotion actions applicable for earning impact points: displaying the CAI badge publicly, earning a new CertNexus certification, delivery of a CertNexus class, publishing an instructor testimonial, authoring blog/article recognizing CertNexus certifications, submitting student satisfaction survey, holding a webinar for CertNexus / Logical Operations, etc. On a regular basis the CAIs will be informed of the awards and recognitions and will be invited to submit their activities for earning impact points through the online CAI Impact Points – [Submission form](#)

5. CAI Frequently Asked Questions

Q: Where can I find the criteria required to be a CertNexus Authorized Instructor?

A: Criteria and link to application can be found at <https://certnexus.com/become-a-certnexus-authorized-instructor/>

Q: What if my certification has expired?

A: CertNexus requires you to have a valid certification at the time of approval. You may renew your certification by taking the latest version of the exam you wish to teach. Also note that every instructor kit includes an exam voucher with a free retake.

Q: What if I am an independent instructor not affiliated with a CertNexus ATP?



A: Affiliation with a CertNexus ATP is not required. We encourage independent instructors to apply to become a CertNexus Authorized Instructor.

Q: I am holding a CFR certification; can I also deliver other CertNexus official classes?

BUILD or SECURE level certification holders can also deliver THINK Level classes in the appropriate technology discipline. For example, a CFR Certification holder can also deliver IRBIZ and CyberSAFE; CAIP certification holder can also deliver AIBIZ; CDSP certification holder can also deliver DSBIZ; CloTP can also deliver IoTBIZ; CloTSP certification holder can deliver IoTBIZ, and CEET certification holder can deliver DEBIZ. The requirement is that for each additional class the CAI wants to deliver, they have watched the TTT instructor videos included in the instructor kits, have attended a class, or have passed the exam for the CertNexus program they intend to teach.