



2018 Bulletin of Information

AN INTERNATIONAL PROGRAM
FOR THE CERTIFICATION OF
PLUMBING ENGINEERING
PROFESSIONALS





The Certified in Plumbing Design (CPD) program is an international certification program for engineers and designers of plumbing systems. Completion of the CPD program and examination confers upon the successful candidate the designation *Certified in Plumbing Design* or CPD. The certification program provides the profession, the plumbing industry, and the general public with a single, comprehensive qualification of professional competence for engineers and designers of plumbing systems. The CPD is the only international credential program in the plumbing engineering field. It sets the standards for leadership within the industry and provides formal recognition of outstanding professionals with advanced skills in the design and specification of plumbing systems.

The statement and designation **Certified in Plumbing Design** and the acronym **CPD**, are registered Marks of the American Society of Plumbing Engineers.

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American Society of Plumbing Engineers Certified in Plumbing Design Examination Bulletin of Information

Inside the Bulletin

Certified in Plumbing Design	2
CPD Committee	2
CPD and P.E. Registration	2
Who is Eligible?	2
CPD Recertification	2
About the Examination.....	2
Inside the Examination	3
Independent Testing and Certification.....	3
CPD Examination Date.....	4
CPD Examination Registration	4
CPD Examination Fees.....	4
Refunds and Cancellations	4
Where to Take the CPD Examination	5
Examination Schedule	5
Special Accommodation Requests.....	5
Registration Changes	5
Examination Admission Ticket.....	6
Identification at the Test Center	6
Test Center Policies	6
Electronic Sign-In.....	7
Test Content	7
Test Taking Hints.....	7
Taking the Test.....	8
Examination Results.....	9
Withholding Examination Results.....	9
Retaking the Examination.....	9
Release of Information	9
Practice CPD Examinations	10
Complaints and Comments.....	10
Sample Examination Questions.....	10–12
Examination Registration Form	13
Instructions for CPD Examination Registration Form	14
Sample Examination Question Answers.....	12

Certified in Plumbing Design

The Certified in Plumbing Design Examination has been developed by the American Society of Plumbing Engineers to provide professional recognition of qualified individuals who design plumbing systems. The Certified in Plumbing Design program has five primary objectives:

1. Provide a standard of professional competence in the practice of plumbing engineering.
2. Identify and recognize those individuals who successfully complete the certification examination, thereby demonstrating their acquired knowledge and abilities in the field of plumbing engineering.
3. Encourage plumbing engineers to participate in a continuing program of professional development.
4. Provide a standard for educational programs in plumbing engineering and encourage implementation of such programs.
5. Enhance the status of plumbing engineering as a unique discipline and profession by demonstrating that a realistic standard of professional competence can be clearly defined.

Examination results should not be used for employment ranking.

CPD Committee

The Certified in Plumbing Design program and the Certified in Plumbing Designer designation are under the control of an independent committee appointed by the Society's Board of Directors.

CPD and P.E. Registration

The Certified in Plumbing Design designation or CPD is not the same as Professional Engineer registration (P.E.). Having the CPD designation does not confer upon an individual the right to sign drawings or specifications, or to use the designation, *Engineer*, in states where this is restricted by law.

Who is Eligible?

To be eligible to take the CPD examination, a candidate must possess a minimum of four (4) years of practical experience in a position of responsibility for the design of plumbing systems and possess a baccalaureate degree in a field related to engineering. In lieu of an accredited degree, a candidate may substitute up to an additional four (4) years of practical experience in the design of plumbing systems [for a total of eight (8) years] or be granted a credit of one-half year of practical experience for each one (1) full-year of education in an accredited curriculum related to plumbing engineering.

CPD Recertification

Individuals that have passed the CPD examination and achieved the CPD designation, are required to maintain the designation through a biennial recertification program. (See the CPD Recertification Program booklet; available only in PDF form at www.aspe.org.)

About the Examination

The Certified in Plumbing Design Examination consists of 100 multiple-choice questions. The test specifications for the examination were developed by ASPE's CPD Committee with the help of an independent testing

and certification service organization, using information derived from a job analysis. The test specifications and content reflect the knowledge, skills and problem solving experience essential to performing the job of a plumbing engineer.

Inside the Examination

The single most important criterion used in the development of the CPD examination was *job relatedness* — the knowledge and skills required of a competent plumbing engineer. Each examination question deals with a critical and important task performed by a plumbing engineer; uses the language and symbols familiar to the profession; and the wording of written passages and the calculations needed to solve mathematical problems are those commonly used by plumbing engineers on the job.

To ensure the job relatedness of the CPD exam, a job analysis was conducted by the CPD Committee and an independent testing and certification organization (the Educational Testing Service). The job analysis determined what a plumbing engineer actually does on the job and was performed by visiting with experienced plumbing engineers and their supervisors and conducting interviews and on-site job observations.

As a result of observations and interviews, *task statements* were developed — descriptions of specific activities a plumbing engineer may perform during the work day. Examples of task statements are:

- Review the water distribution riser diagram(s) to see that the systems are designed and sized correctly and are adequately protected against backflow and cross-connections.
- Determine water pressure requirements to establish the need for auxiliary pressure systems.
- Select piping insulation for thermal and condensation requirements.
- Determine the type and location of underground systems and sub-structures.

To establish that the developed task statements were truly representative of the job content of a plumbing engineer, they were evaluated, utilizing a specially constructed questionnaire, by a sample group of professional plumbing engineers. The engineers rated each task based on four factors: Frequency; Difficulty; Importance; and Experience Required for Proficiency. Factor analysis (a statistical procedure used to identify and to group related tasks) was performed on the questionnaire responses to identify the major content areas and job dimensions of a plumbing engineer. This evaluation and analysis procedure established five broad job dimensions or job categories: Gathering Information; Design; Specifications; Construction Services; and Administration. Every question in the CPD examination is linked to a task statement and demonstrably related to the job of a plumbing engineer.

The development of the CPD examination included a series of reviews by the editors and test development staff of the independent testing and certification service organization to insure conformance to test specification classification, statistical criteria, question format, and clarity of language. In addition, in accordance with the Educational Testing Service *Standards for Quality and Fairness*, each examination question is subjected to a Test Sensitivity Review designed to detect and eliminate any language, symbols, or content that might be considered potentially offensive or inappropriate by any examination candidate.

Independent Testing and Certification

To ensure the independence of the CPD examination, ASPE contracts with Kryterion to create the test forms and to conduct, oversee and grade the examination. Kryterion is engaged in test development, test administration, and educational and occupational measurement and research.

CPD Examination Date

The Certified in Plumbing Design Examination is offered annually in electronic digital form only and at test centers the examination is proctored. There are potentially more than 700 examination sites around the world.

The next CPD Examination dates are: **Thursday or Friday, April 5 or April 6, 2018**

CPD Examination Registration

The best way to register for the Certified in Plumbing Design examination is online. Go to aspe.org/CPDExam. Complete the form at the CPD Examination Registration Site and indicate fee type of payment. You will be emailed your assessment purchase confirmation, also known as your admission ticket, proctor number and examination site location and address upon completion of the assessment purchase. **Online registration closes March 22, 2018.**

If you wish, you can also complete the registration form found at the end of this bulletin. Send the completed form, along with the proper exam fee amount (shown on the registration form) to:

**CPD Certification Program
American Society of Plumbing Engineers
6400 Shafer Court, Suite 350
Rosemont, IL 60018
certification@aspe.org**

However, using the written registration form will slow down the process. All the information must still be entered into the database and sent to the service provider.

To be processed, registration forms and payment must be received at the American Society of Plumbing Engineers **no later than March 1**; allow seven days for first class mail delivery; telephone registrations are not accepted. Registration forms and payments received after the filing deadline will not be processed — no exceptions are permitted, regardless of circumstances.

The registration form is used as the basis to prepare and e-mail candidate's test center location and address and proctor number, to complete test arrangements, to mail test results and to issue certification documentation. Registration form errors may cause a processing delay or the form may be returned — please follow the instructions.

Registration forms are not transferable — only the individual registered for the exam will be admitted to the test center.

**Registration deadlines are March 1, 2018 for written registration forms and
March 22, 2018 for online registrations.**

CPD Examination Fees

The fees in USD for the CPD Examination are:

ASPE Members (USA & Canada)	\$ 450.00	(International) \$ 575
Nonmembers (USA & Canada)	\$ 675.00	(International) \$ 800

Examination fees are not transferable to another exam date.

Refunds and Cancellations

All examination cancellations and requests for refunds must be made in writing to the CPD Certification Program (the address can be found on the inside of the back bulletin cover).

A registration, processing and administration fee, as specified on the registration form will be deducted from the examination fee prior to the issuing of the refund. Refunds will be issued two to three weeks after the examination date.

Where to Take the CPD Examination

There are approximately 700 potential test sites for the electronic examination in the United States, Canada and internationally. However, there are no "standard" predetermined test sites. As you register, the Examination Service Provider will make an arrangement with a facility close to your location. These facilities are not owned by our service provider and therefore can range from a testing room at a university or college, a test center attached to a retail store outlet, a specialized testing center or a range of other type of facilities.

All test sites are used by other service suppliers for other examinations; thus there is some competition in finding the best available test center for your location. This is why it is vital that you register as soon as possible. Each registrant is handled independently of all other registrants so that all registrants in one city may not be taking the examination together at one site.

The later in the process you register, the more difficult (or even impossible) it will be to find a test site that is nearby or convenient to your location: REGISTER EARLY!

Examination Schedule

Each CPD examination candidate is permitted three hours and thirty minutes (210 minutes) to complete the exam. No one will be permitted to work on the exam beyond the allotted time. Each test site may have its own special hours for the exam. A sample of a typical CPD examination schedule is:

1:00 PM	On-site Exam Registration begins.
2:00 PM	Registered examination candidates report to the Test Center.
2:15 AM	CPD Examination begins.
5:45 PM	Examination over.

Actual timing for each examination depends on the Testing Center.

Special Accommodation Requests

Any individual who has a physical or cognitive impairment or limitation that prevents him/her from taking the test under standard conditions may request special testing arrangements.

For the electronic examination, ASPE and its examination service provider requires written documentation of the special condition. Documentation should be in the form of a letter on the official letterhead of a licensed or certified professional qualified to diagnose and treat special conditions. The written documentation must accompany the registration form when submitted to ASPE. Candidates with religious beliefs that preclude taking examinations on Saturday, should include a letter of explanation with their registration form. This letter should include a self-certification confirming their affiliation with a recognized body that observes its Sabbath throughout the year on Saturday.

The American Society of Plumbing Engineers or its examination service providers will send a letter confirming the special arrangements (an alternate date, if appropriate, time and location) for the examination to the candidate approximately ten days prior the examination date. **The Examination Registration Form accompanied by the required documentation, must be received by March 1.** There is no additional fee for special arrangements or accommodations.

Registration Changes

Changes, additions and modifications to registration information and data, must be made in writing, no later than five weeks prior to the examination, to the address shown above.

Be sure all requests include your name and address as shown on the assessment purchase confirmation or letter of authorization or the proctor number.

Examination Admission Ticket

To preserve the integrity of the Certified in Plumbing Design Certification Program and to protect all examination candidates and the security of the exams, all CPD examination candidates are required to have a proctor number and an admission ticket for admission into a CPD electronic examination test center.

No one will be admitted to a CPD Examination Exam Center without a proctor number which is valid only for the CPD examination, date and Exam Center for which it was issued.

It is the CPD examination candidate's responsibility to ensure that he/she has received the proper examination admission ticket. If the proctor number and examination site has not been received the CPD Certification Program must be notified immediately and duplicate information will be provided:

CPD Certification Program
American Society of Plumbing Engineers
6400 Shafer Court, Suite 350
Rosemont, IL 60018
(847) 296-0002 | Fax: (847) 296-2963 | certification@aspe.org

Identification at the Test Center

In addition to the assessment purchase confirmation, you will be required to present some form of a signed, positive photographic identification. Acceptable identifications include: a valid driver's license or a passport. A Social Security card is not an acceptable form of identification.

Test Center Policies

To ensure equality and quality of the CPD examination, all Exam Centers follow the following standard procedures and policies:

- The CPD examination will be administered only on the day(s) and at the time(s) scheduled.
- Examination candidates are urged to be prompt. No one is admitted into the examination room after the testing session has begun.
- The examination will end on time; no examination candidates are permitted to continue beyond the established time limit for any reason. The examination candidate is responsible for his/her test-taking pace. Candidates leaving the examination room for personal reasons must first obtain the exam supervisor's permission; there will be no examination time extension for any reason.
- The CPD Exam is an open book exam. Exam candidates are allowed to bring in and use reference up to six (6) books or indexes. Handwritten notes and highlighting within the reference materials are permitted. The proctor will flip through the books to ensure there are no loose notes hidden inside. Calculators will not be provided by the proctors; however, candidates can bring in and use any non-programmable battery operated calculator. The proctors will provide candidates with three pieces of scratch paper and two pencils to use while in the test session. Visit aspe.org/CPDOpenBookFAQs to read more.
- Examination candidates may only bring and use slide rules or silent, hand-held solar or battery-operated, non-programmable calculators; no portable or laptop computers are permitted.
- Examination candidates determined to be engaging in any kind of misconduct by the supervisor will be dismissed from the examination room and not permitted to return.
- Candidates will be asked to place all personal items, except their identification, in a locking file cabinet or compartment. Personal belongings will not be accessible to the candidate during a test session. Personal belongings includes bags, purses, keys, wallets, hats, briefcases, books, cell phones, programmable calculators, portable electronic devices, watches and any type of firearms. To prevent disruption candidates must turn off cell phones and personal electronics before placing them in the storage compartment.

It is the responsibility of the examination candidate to inform the exam supervisor of any special arrangements

that have been approved. Examination candidates are encouraged to provide feedback about the CPD examination or a question. A comment section is available for each question.

Electronic Sign-in

Prior to the examination, the supervisor will give instructions for the proper access to the identification section of the examination. You will be required to enter your special proctor number for access. Carefully check all of the information shown that has been taken from your registration form. The required information includes the examination candidate's name, unique examination file number, Exam Center code and the test date. All information must be entered correctly or the examination results and final scores may be delayed.

If additional information is required the on-site proctor will guide each candidate through the necessary process.

Exam Content

The questions in the CPD examination are linked to five broad task statements that describe the job dimensions of a plumbing engineer. These task statements are:

Task 1 and Task 2: Gathering Information and Administration — The plumbing engineer identifies the scope of work, existing physical conditions, and project team contacts; determines applicable requirements of authorities having jurisdiction, utility availability and budgetary constraints; and prepares and monitors work plans and schedules, coordinates work with other members of the professional design team, e.g., HVAC, electrical, etc. (There are approximately 11 questions covering these two task statements.)

Task 3: Design — The plumbing engineer identifies the required systems; establishes the design criteria for each system; designs each system; and coordinates that system with each other and all other building elements. (There are approximately 65 questions covering this task statement.)

Task 4: Specifications — The plumbing engineer determines the format and coordinates it with the design; describes the systems to be used; and coordinates plumbing specifications with all other specifications. (There are approximately 13 questions covering this task statement.)

Task 5: Construction Services — The plumbing engineer reviews submittals for compliance with contract documents; reviews the installation for compliance with contract documents; and witnesses system test(s). (There are approximately 11 questions covering this task statement.)

Exam Taking Hints

The CPD examination score is based on the number of correct answers. There are no penalties assessed for wrong answers. Therefore, it is advantageous to answer every question, even if it is a guess.

- Once the exam has begun, use your time economically. Take the questions in order, but do not waste time on those that contain difficult or unfamiliar material.
- If a question is difficult, guess at the answer, mark the answer in the appropriate answer box. Make a note of the question number and go on to the next question. If there is time left when you have finished the test, you can go back and review the questions that you were unsure of.
- For each examination, all candidates will be presented with the same 100 questions. However, questions for the electronic examination will be presented in a random manner. No two candidates taking the same examination will be presented with the same exact question for the same indicated question number.

Taking the Electronic Exam

The Certified in Plumbing Design Examination consists of 100 multiple-choice questions. There are no written answer sheets. Each question will have a series of multiple choice answers presented with the question on the computer screen. The candidate will pick his/her preferred answer and will be directed to type in a letter or number in the answer block box or to pick on of the answers using the curser or mouse.

For each question, decide which of the suggested answers is best and make the desired choice following each questions answering requirements (letter, number or selection). Double check to be sure that you have properly answered the question in the correct manner.

The following example illustrates question answer responses.

Electronic Examination Question

28. Which of the following is the capital of the United States?

- (A) New York, NY
- (B) Washington, DC
- (C) Chicago, IL
- (D) Los Angeles, CA

Electronic Examination Answer

For Question 28: Enter (type) the letter corresponding to your answer.

You may retype any letter at any time for a correct intended responses.

The examination is timed. Read the directions for each question on the computer screen carefully and be sure that you understand them before attempting to answer any questions.

Examination Results

Because of the statistical review process for every CPD examination, approximately six to eight weeks after the examination date, candidates will receive either a pass or fail notification. Examination results are mailed simultaneously to all candidates. (Examination results will not be given over the telephone and will not be released to anyone unless there is a written request by the candidate.)

As the certifying organization, ASPE will issue each successful candidate a Certified in Plumbing Design (CPD) certificate, approximately six to eight weeks after the examination results have been received.

The CPD Committee, under the guidance and direction of the ASPE Examination Service Provider, established the level of overall examination performance (i.e., the cut-score) that the examination candidate must demonstrate in order to be entitled to the ASPE Certified in Plumbing Design designation. (An examination performance evaluation determined the final criteria and established the cut-score.)

The CPD examination results are confidential and reported only to the examination candidate. Successful candidates will receive only notice of passing score. Unsuccessful candidates will receive a break down of the five domains and their respective scores.

Withholding Examination Results

The Certified in Plumbing Design Program reserves the right to cancel or withhold exam results if, in its opinion, there is adequate reason to question examination validity or a candidate's conduct, such as:

1. An examination may be rendered invalid because of circumstances beyond the examination candidate's control, such as faulty exam materials or mis-timing. When warranted, The ASPE Examination Service Provider will conduct an investigation. In the event examination results are ruled invalid, arrangements will be made for a no-cost re-examination.
2. Doubts raised about the validity of an examination candidate's test results because of suspected misconduct, such as giving or receiving help, using notes or unauthorized books or papers, removing exam material or notes from the testing room, or attempting to take the test for someone else. In

such circumstances, the candidate will be notified of established ASPE Examination Service Provider procedures for ensuring fair treatment. An examination candidate is expected to cooperate in a certification investigation.

Retaking the Examination

CPD examination candidates who are absent from the examination on the date for which they were registered, or who fail an exam and wish to retake it, must submit a new Examination Registration Form and include the complete examination fee.

Release of Information

The signed and submitted Examination Registration Form constitutes written authorization for a candidate's examination results to be released only to the candidate and the American Society of Plumbing Engineers. Employers will not be informed of examination results unless a candidate provides the information or gives written authorization to the ASPE Office.

Complaints and Comments

Complaints or comments about Examination Center facilities, examination supervision, examination content, or any other matter related to the Certified in Plumbing Design program, should be reported immediately on an Examination Candidate's Comment Form available from the examination supervisor or in a letter sent to the CPD Certification Program to the ASPE Office (the address can be found on the inside of the back bulletin cover).

When writing to ASPE regarding the CPD Examination, please be sure to identify the examination date, the Examination Center location and its code number, and your complete name, address, and examination candidate identification number. The ASPE Examination Service Provider will investigate and respond to all complaints and comments.

Practice CPD Examinations

A short 10 question practice examination is below. Additional CPD Practice Examinations can be found by signing on to the CPD examination website (go to aspe.org/CPD). Each practice test is 30 questions and is set-up to follow the experience distribution of questions as described earlier.

Registration for the practice exams is only available on the website; there is no paper registration form. There is a fee for taking each practice exam; see the registration form on the website.

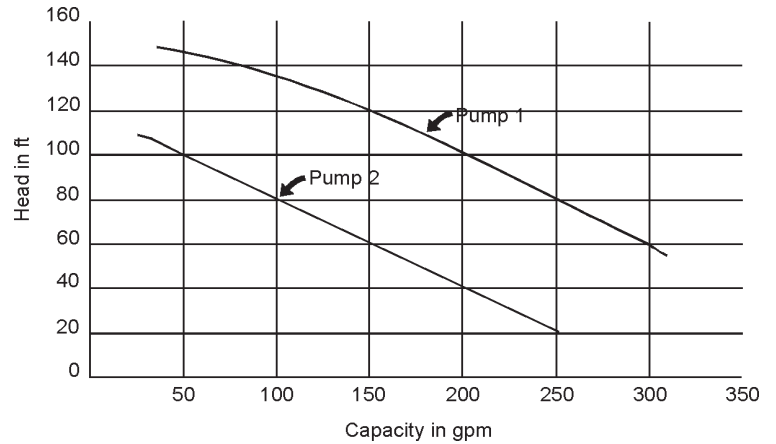
Immediately following your taking of a practice exam, you will be given your scoring (scoring percentages are given in reference to the four experience areas) and for each question you answered wrong there will be an explanation of the correct calculation or expected answer.

Certified in Plumbing Design Sample Examination Questions

These sample questions are indicative of the content areas covered by the CPD examination. The questions do not represent the full range of content or the levels of difficulty found in the actual examination. The answers to the sample questions are provided on page 12.

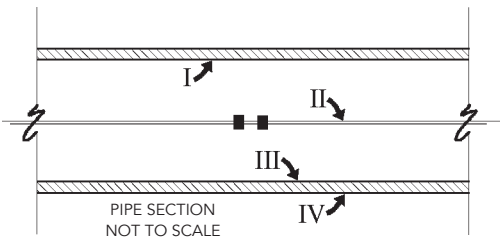
1. Before starting to design a plumbing system, it is first necessary to determine which of the following?
 - (A) The applicable codes
 - (B) The specification format
 - (C) The drawing size
 - (D) The scope of the work

2. How many BTU's are required to raise the temperature of 500 gal. of water from 40F to 120F?
 - (A) 92,000
 - (B) 300,000
 - (C) 333,200
 - (D) 415,000



3. If a fire sprinkler head has a flow coefficient (K) of 7.6, the follow rate in gpm when the pressure at the head is 15 psi is:
 - (A) 24.29
 - (B) 29.43
 - (C) 41.35
 - (D) 57.00

6. When the two pumps shown in the diagram above are operated in series, which of the following is their capacity/head?
 - (A) 150 gpm at 120 ft. head
 - (B) 200 gpm at 70 ft. head
 - (C) 200 gpm at 140 ft. head
 - (D) 250 gpm at 80 ft. head



7. Which of the following horizontal storm drain sizes at 1/4 per foot slope is correct for a 20,000 sq. ft. roof, given a design rainfall of 4 in. per hr.?
 - (A) 6 in.
 - (B) 8 in.
 - (C) 10 in.
 - (D) 12 in.

4. In the pipe section above, the invert is at
 - (A) I
 - (B) II
 - (C) III
 - (D) IV

5. In the design of a compressed air system, the term "free air" means which of the following?
 - (A) The volume of air discharging at the furthest outlet
 - (B) The volume of air displaced by the pump pistons
 - (C) Air at the compressor discharge
 - (D) Air at standard conditions at the compressor inlet

Certified in Plumbing Design Sample Examination Questions

These sample questions are indicative of the content areas covered by the CPD examination. The questions do not represent the full range of content or the levels of difficulty found in the actual examination. The answers to the sample questions are provided on page 13.

8. Referring to the Site Plan shown in the diagram to the right, the invert elevation of the Main St. storm sewer at the point where it connects with the building storm drain is:

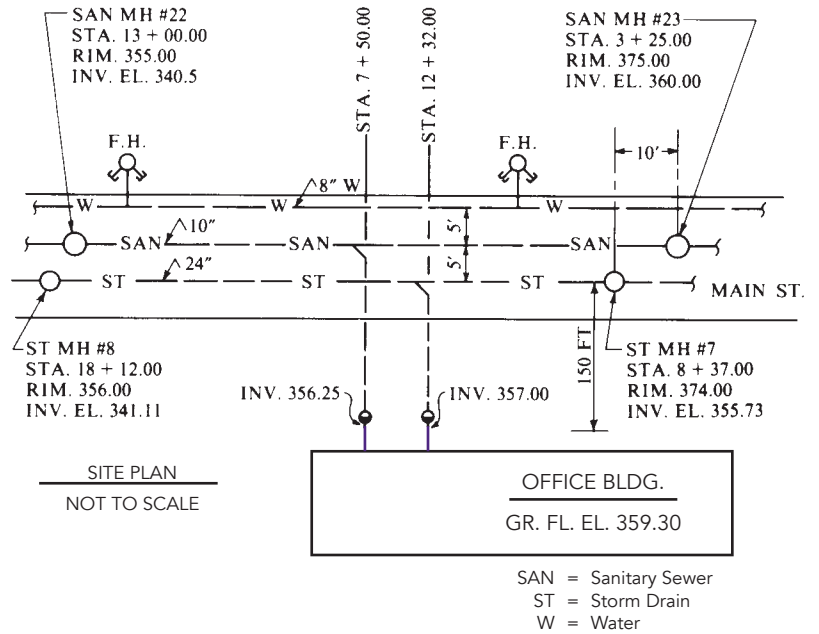
- (A) 348.35 ft.
- (B) 349.80 ft.
- (C) 351.70 ft.
- (D) 353.00 ft.

9. Referring to the Site Plan shown in the diagram to the right, the maximum slope of the building sanitary sewer is:

- (A) 1.5000 %
- (B) 2.000 %
- (C) 2.8065 %
- (D) 3.0650 %

10. If 960 labor-hours have been allocated for the production schedule of a project and an estimated 80% of the work has been completed in 640 labor-hours, which of the following statements best describes the projected labor requirements?

- (A) The project is on schedule
- (B) The project will require approximately 128 more labor-hours than budgeted
- (C) The project will require approximately 20% more labor-hours than budgeted
- (D) The project is ahead of schedule



Certified in Plumbing Design Sample Examination Question Explanations

These sample questions are indicative of the content areas covered by the CPD examination. The questions do not represent the full range of content or the levels of difficulty found in the actual examination.

1. D) The scope of the work is the "best" answer because how can you do anything if you do not know your objective?

REFER TO: PEDH Vol 1, Chap 5 for this kind of information.

2. C) 333,200 is the "best" answer.

1 BTU will heat 1 POUND of water 1 DEGREE F, in 1 HOUR:

Two of the important formulas to remember for calculating BTUH and GPH:

- $\text{BTU/Input} = \frac{\text{GPH} \times 8.33 \times \text{Temp. Rise} \times 1.0 \text{ BTU/LB/F}}{\% \text{ Efficiency of heater}}$
- $\text{Gal/Hour} = \frac{\text{BTU} \times \% \text{Efficient of Heater}}{\text{Temp. Rise} \times 8.33}$

In this case, we do not have an efficiency listed so we will assume 100% (or "1") for calculation purposes:

- $500 \text{ GPH} \times 80^\circ\text{F } \Delta\text{T} \times 8.33 \text{ (POUNDS of water per gallon)} = 333,200 \text{ BTU}$

REFER TO: PEDH Vol 2, Chap 6, as well as the ASPE DOMESTIC WATER HEATING DESIGN MANUAL for this kind of information.

3. B) 29.43 is the "best" answer

The term K-Factor refers to a set of dimensionless numbers used as coefficients of discharge for fire sprinklers. Based on sprinkler "k" factor

$$q = k \times (p)^{1/2}$$

where:

- q is the flow in gpm
- k is the k factor
- p is the pressure at the sprinkler in psi

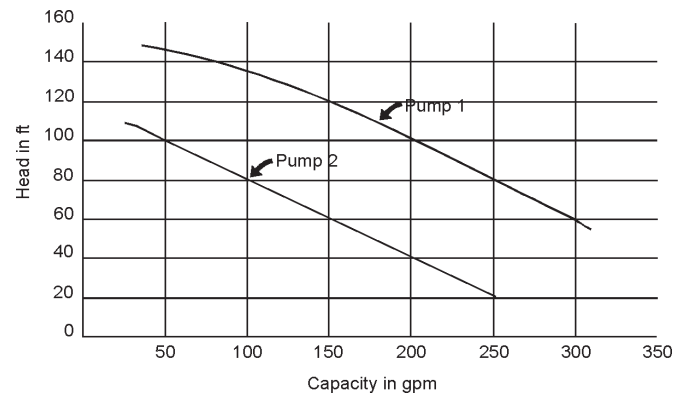
REFER TO: EDPH Vol 3, Chap 1.

4. C) is the "best" answer

REFER TO: PEDH Vol 1, Chap 1 under "Terminology".

5. D) is the "best" answer

REFER TO: PEDH Vol 3, Chap 9 under "Definitions".



6. C) 200 gpm at 140 ft. head is the "best" answer For SERIES pumps, add HEAD, not GPM. In this case we find that at 200 GPM, Pump 1 is producing 100 FT of HEAD and Pump 2 is producing 40 FT of HEAD. This is the only one of the choices that works for these pumps.

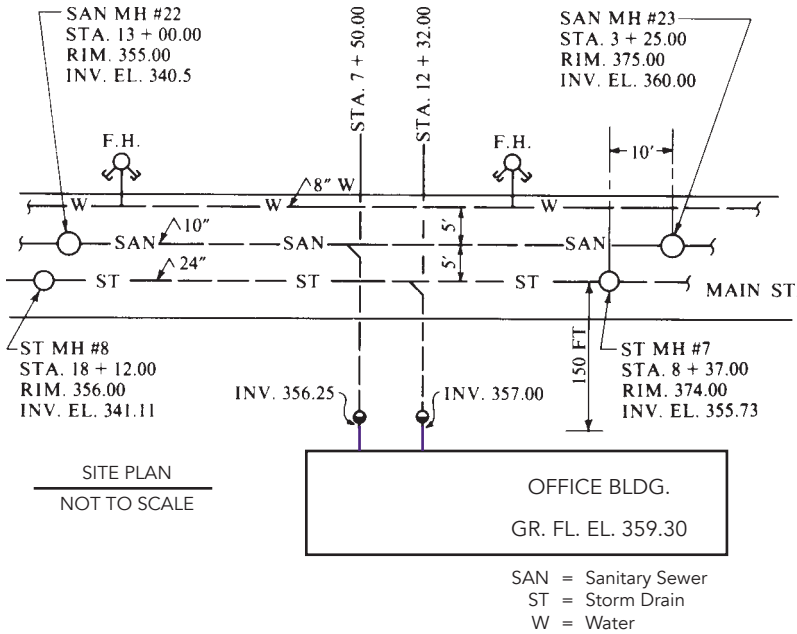
REFER TO: PEDH Vol 4, Chap 4.

7. C) 10 in. is the "best" answer There is a "typo" in the sample question: the slope is noted as "c in. per foot" when it should actually be "1/4" per foot".

REFER TO: PEDH Vol 2, Chap 4.

Certified in Plumbing Design Sample Examination Question Explanations

These sample questions are indicative of the content areas covered by the CPD examination. The questions do not represent the full range of content or the levels of difficulty found in the actual examination.



8. B) 349.80 ft. is the "best" answer

REFER TO: PEDH Vol 3, Chap 11.

9. (D) 3.0650 % is the "best" answer

REFER TO: PEDH Vol 3, Chap 11.

10. D) The project is ahead of schedule is the "best" answer
 $640/960 = .667$ which indicated that we have used 67% of the hours but are 80% complete.

REFER TO: PEDH Vol 1, Chap 4 "Plumbing Cost Estimation".

Instructions for CPD Examination Registration Form

For fastest and most accurate processing, PLEASE, register online at aspe.org/CPDExam

It is extremely important that the registration form be carefully and correctly completed.

EXAM DATE: Please be sure to put in the date you wish to take the exam. There are two dates available each calendar year see page 3 of this bulletin.

- 1. NAME:** Print your last name, first name, and middle initial, one letter to a box. Do not use nicknames. If your last or first name contains more letters than the number of boxes provided, print only as many letters of the name as you can — one letter to each box. If you use a first initial and middle name, in the area labeled **First Name**, print your first initial, leave a box blank, and then your middle name, one letter to a box; leave the box labeled M.I. blank.
- 2. HOME ADDRESS:** (or an address at which you will receive mail for at least two months after the date of the examination): Print only one number or letter to a box. Skip a box where a space would normally appear, but do not use any punctuation such as a comma, hyphen, or apostrophe; abbreviate "Street", "Road", "Drive", etc. Be sure to enter your U.S. Zip Code or Canadian Postal Code in the appropriate boxes.

COMMUNICATION: Because it may be necessary to contact you concerning your registration, provide the telephone number at which you can be reached during the day, one digit to a box. Include a telephone fax number and an e-mail address to facilitate communications with you.
- 3. EXAM CENTER:** The admission ticket or proctor number, which will be mailed or e-mailed to you, will confirm the specific examination location address.
- 4. MEMBERSHIP:** If you are a member of ASPE, check the box marked "Member" and enter your ASPE membership number in the appropriate boxes. If you are not a member of ASPE, check the box marked "Non-Member".
- 5. EDUCATION:** Check the appropriate box for the highest level of education attained. Do not check more than one box. This information will be used for statistical purposes only.
- 5A. EDUCATION RECORD:** Fill in all applicable sections of the education record. Be sure to indicate any degrees and the date received. For post graduate study use "other" section or attach additional pages as needed. Examination eligibility may be determined by the qualifications listed.
- 6. EXPERIENCE:** Check the appropriate box to indicate the length of time you have worked as a plumbing engineer. Do not check more than one box in this column. If you are a registered P.E. (Professional Engineer), or if you hold the CET (Certified Engineering Technician) or EIT (Engineer in Training) designation, check the appropriate box in the second column. This information will be used for statistical purposes only.
- 6A. PROFESSIONAL EXPERIENCE:** Show all applicable professional experience. Be sure to indicate dates, firm name, description of work and degree of responsibility. If additional space is needed attach additional pages as needed. Examination eligibility may be determined by the qualifications listed.
- 7. FEE:** You must write in the proper examination fee. See the bulletin, page 4. If you are a member of ASPE, check the box under **Member** and be sure to provide your ASPE member number. If you are a nonmember, check the box under **Nonmember**. Provide the requested check or money order payable in U.S. Dollars to American Society of Plumbing Engineers, for the amount indicated (do not send cash). Registration forms received without payment or with an incorrect fee cannot be processed and will be returned to the candidate.
- 8. AFFIRMATION:** Read the **CPD Bulletin of Information** carefully before signing the affirmation. Be sure that you understand and accept the conditions under which the tests are administered and scores are reported. The affirmation must be signed. Sign the affirmation as you would a check or a legal document (**do not print your name**); an unsigned registration form will not be processed and will be returned to the applicant.

Mail the completed registration form and payment **by March 1** to:

CPD Certification Program
American Society of Plumbing Engineers
6400 Shafer Court, Suite 350 | Rosemont, IL 60018
(847) 296-0002 | Fax: (847) 296-2963
certification@aspe.org

*To avoid delay in delivery and processing of your registration form, register online at aspe.org/CPDExam.
 If using this form, be sure to use the complete address and apply sufficient postage.*