


FITSI Certification Verification Handbook



Procedures for
Verifying the
Certification Status of
Holders of The
Federal IT Security
Institute (FITSI)
Sponsored
Certifications

Version 2.0

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1. Overview

This handbook provides the procedures to verify the certification status of a Federal IT Security Professional (FITSP) Certification Holder via the Federal IT Security Institute (FITSI) website at <http://www.fitsi.org>.

Certification holders and other interested parties can obtain this *FITSI Certification Verification Handbook* free of charge at the following website:
<http://www.fitsi.org/documents>.

This document may be forwarded to professional colleagues but must be kept in its original form.

2. Applicability

This handbook applies to all persons interested in verifying the certification status of FITSP Certification Holders.

3. Procedures for Certification Verification

The certification holder's last name and certification identification (ID) number are needed to verify the certification holder's status. The certification ID number is located on the certification holder's certificate as indicated in Figure 1 below.



Figure 1: Certification ID Number Location

A certification holder's certification status can be verified by performing the following steps:

1. **Open** a browser and connect to the FITSI site at <http://www.fitsi.org>.
2. In the bottom left of the screen under "Site Links" **click** the link labeled Certification Verification as shown in Figure 2.

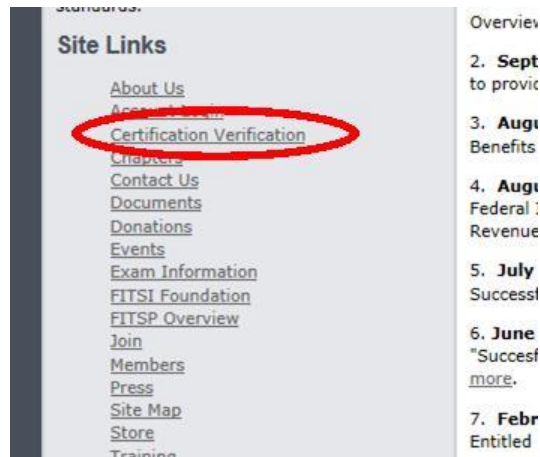


Figure 2: Certification Verification Site Link

3. On the Certification Verification page, enter the certification holder's last name and the certification ID number found on the certificate provided by the FITSP Certification Holder.

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4. **Click** Search.
 5. The results will provide the details shown in Figure 3 regarding the certification status. The information includes the certifications a certification holder has and the expiration date.

Search Results		
Member Name: Jim Wiggins		
Certification	Certificate #	Expiration Date
Manager	1	3/11/2016
Designer		
Operator		
Auditor		

Figure 3: Certification Status Search Results

Revision History					
Version	Description of Change	Author	Approved By	Approval Date	Effective Date
1.0	Initial Release	Jim Wiggins	P&P Handbook	7/28/2013	11/14/2013
2.0	Revised to comply with new FITSI Style Guide and ensure consistency with other handbooks	Maribeth Kuzmicki Jim Wiggins Alana McCullough	Board of Directors	12/19/2019	12/19/2019