



CLGPO Certification Questions and Answers

Effective July 1, 2026, the CLGPO certification is undergoing a major and exciting overhaul. This Q&A document, along with other documents, will answer many of your questions regarding the new program. If you have additional questions, please email certification@cagponline.org.

1. I'm currently in the process of qualifying for certification. What options are available for me to know whether to apply under the old or new requirements?

- A. *The certification committee has adopted an appeals process that may allow eligible applicants to complete certification requirements under the prior requirements. Please refer to the [Appeals Policy](#). Please note that the new Level 100 and Level 200 Procurement Modules **do not qualify** for points under the prior requirements.*

2. Why are the requirements changing?

- A. *The certification committee recognized a need to simplify the requirements by eliminating the points structure for continuing education. Most importantly, there will be an emphasis placed on North Carolina local government law and practice with instruction that specifically focuses on NC local procurement law and practices. All CLGPO candidates will have access to this continuing education coursework for a fee through the School of Government's Learning Management System (LMS), Canvas.*

3. Is there a cost for taking the LMS classes through the School of Government?

A. *The Level 100 and Level 200 continuing education courses have a fee of \$250 per level. Registration will allow unlimited access to 12+ modules for both levels initially. The modules were developed and recorded by School of Government faculty and staff. The goal is to increase the module catalog to give certification applicants flexibility in choosing topics that align with their interest, professional needs, and the evolving landscape of NC local government procurement law and practices. The fee breaks down to about \$20 per module. This is an exceptional value and will ensure that the CLGPO certification program remains strong, credible, and responsive to current laws and best practices, while providing options that meet the individual needs of applicants pursuing certification and those who wish to learn more about a specific topic.*

4. Will the Level 100 and 200 courses be available for anyone to purchase?

A. *Yes. The modules will be available for anyone to purchase. Pursuing certification is not a required for accessing the modules.*

5. What are the new requirements for certification?

A. *Please refer to the [CLGPO Policy](#) for a complete list of requirements.*

6. Is there anything new regarding the exam?

A. *The 2027 Exam, administered in February 2027, will include questions about the Uniform Guidance and the material covered in the new Level 100 and Level 200 modules. The new exam structure will be streamlined to include only two sections:*

- *Multiple Choice (50) questions*
- *Short Essay (6) questions*

7. I do not meet the new requirement of having “direct purchasing experience in North Carolina local government.” Is there another option?

A. *The certification committee is considering a second certification potentially called a Certified Local Government Purchasing Technician, or CLGPT. The requirements would likely be similar to CLGPO requirements with the primary differences of not having direct NC purchasing experience and including fewer continuing education requirements.*

8. I'm currently certified but will not meet the (5) years of direct purchasing experience definition before the time for my CLGPO renewal. Will I be grandfathered under the old rule?

- A. *It depends. If an applicant meets the responsibilities portion but not the time component of the definition, depending upon the number of years, the committee may grandfather the renewal under the old requirements. However, if an applicant's current responsibilities do not meet the responsibilities portion, then the applicant's certification would expire or possibly be converted to the CLGPT designation.*

9. How will the recertification process work under the new guidelines?

- A. *All current CLGPO designations are effectively extended by two (2) years from the current expiration. Applicants to be certified or recertified this cycle (effective January 1, 2027) will expire seven (7) years later (December 31, 2033). Please refer to the [CLGPO Policy](#) for new recertification requirements.*

10. I didn't see requirements for Lifetime Certification in the new Policy. Has Lifetime certification been discontinued?

- A. *To ensure that all CLGPO certified members remain proficient and current in NC local government purchasing, the Lifetime Certification option has been discontinued. This change reinforces the integrity of the CLGPO credential by requiring ongoing professional development that ensures that every certified member maintains up to date knowledge and continues to meet the high standards expected within our profession.*

11. What is the definition of "direct" experience in a NC Local Government?

- A. *Direct NC local government experience refers to professional work performed for a North Carolina government city, town, county, school system, utilities, and similar public entities in roles that involve or directly support public procurement, contracting, or purchasing functions. This experience may include responsibilities such as soliciting bids, managing contracts, overseeing purchasing processes, or ensuring compliance with NC General Statutes, federal law, and local agency policy supporting procurement operations. Please see the [CLGPO Policy](#) for a more comprehensive definition.*

12. How will certification applications be submitted?

- A. *The School of Government has created a new and simple application process using Canvas, the platform used for School of Government courses. Canvas will allow applicants to submit applications and attach a PDF file for documentation. The window for submitting applications in Canvas will be **October 1, 2026 through November 1, 2026**. Specific instructions are forthcoming. When the process is finalized, members will receive communication from the School of Government and the School's [certification website](#) will be updated.*