IIBA / CBAP Certification

The International Institute of Business Analysis (IIBA™) is an independent non-profit professional association serving the growing field of Business Analysis. IIBA has become the leading association in the world of business analysis through the creation of the Business Analysis Body of Knowledge® (BABOK®), the collection of knowledge within the BA profession, reflecting the current generally accepted practices. The IIBA has created the Certified Business Analysis Professional™ (CBAP®), a designation awarded to candidates who have successfully demonstrated their expertise in this field. For more information regarding the IIBA or to reference the CBAP handbook, go to www.theiiba.org.

What is Johns Hopkins' affiliation with IIBA?
Johns Hopkins has licensed e-courses from Skillsoft, which is an approved IIBA™ Endorsed Education Provider (Provider: E108). These courses are available to you as a full- or part-time employee of Johns Hopkins.

CBAP Certification
The International Institute of Business Analysis (IIBA™) sponsors a business analysis credentialing program known as the Certified Business Analysis Professional™ (CBAP®). This program fosters the development, maintenance, evaluation, promotion, and administration of an experience- and examination based credential.

The IIBA CBAP credential provides business analysis practitioners with a recognized designation indicating a foundation from which they can competently practice business analysis.

To achieve the CBAP credential, candidates must satisfy defined educational, knowledge, and experience requirements established by the IIBA.

Work Experience Requirement
7,500 hours (i.e. five years) business analysis work experience in the last ten years engaged in tasks specifically related to the knowledge areas as defined within the BABOK®. The ten year timeframe is based on the application date.

Knowledge Areas Requirement
Demonstrate experience and expertise in at least four of the six knowledge areas:
- Enterprise Analysis
- Requirements Planning & Management
- Requirements Elicitation
- Requirements Communication
- Requirements Analysis & Documentation
- Solution Assessment & Validation

Education Requirement
The minimum education requirement is high school or equivalent. Note: there will be no reduction in work experience for post secondary education.

Professional Development Requirement
21 hours of professional development in the last four years. The professional development content must be directly related to business analysis or its underlying fundamentals and must be completed by the application date. The Skillsoft courses listed to the right are eligible to satisfy these 21 hours of training. You can obtain a certificate from Skillsoft to document your satisfactory completion of these courses and your earning of the 21 contact hour credits. If you wish to do so, please send an email with a progress report that includes student name, course titles, course numbers, dates started, dates completed and test scores to:
certificaterequests@skillsoft.com

Reference Requirement
Two references from a career manager, client (internal or external) or Certified Business Analysis Professional are required.

Candidates must also demonstrate an acceptable and valid level of understanding and knowledge of business analysis that is tested by the IIBA certification examination.

Available Courses
Skillsoft’s CBAP content maps to Version 2.0 of the IIBA’s BA Body of Knowledge and offers 9 courses that assist the learner in preparation for the CBAP exam:
- Introduction to Business Analysis and Essential Competencies
- Introduction to Business Analysis Planning
- Planning Business Analysis Communication and Monitoring
- Business Analysis Requirements Elicitation
- Business Analysis Requirements Management and Communication
- Business Analysis: Enterprise Analysis
- Business Analysis: Introduction to Requirements Analysis
- Business Analysis: Verify and Validate Requirements
- Business Analysis: Solution Assessment and Validation