Certified Research Administrator (CRA) Resources

**Background:**
The Certified Research Administrator (CRA) program is administered by the Research Administrators Certification Council (RACC). The RACC formed in 1993 as an independent non-profit organization. RACC certifies that an individual, through experience and testing, has the fundamental knowledge necessary to be a professional research or sponsored programs administrator.

- **Research Administrators Certification Council (RACC)** – This is a link to the RACC website.
  - **RACC Website - What is Certification?** – This link provides an introduction and overview of the certification.
  - **RAAC Website - New Certificant Information** – This link provides information for those who have newly certified
  - **RACC Website - Recertification Information** – This link provides information about the options for recertifying.

- **CRA Candidate Handbook** – This handbook provides information and instructions related to the CRA exam.

**Preparing for the CRA Exam:**

- **The CRA Body of Knowledge** – The CRA exam is based upon the CRA Body of Knowledge and this link provides an outline.
  - **Body of Knowledge Review Sessions** – The RACC offers review sessions to familiarize applicants with the outline of the Body of Knowledge

- **How Do I Prepare for an Examination?** – This link from RACC provides a list of optional ways to prepare for the CRA exam.

- **CRA Exam Schedule** – This link provides the CRA exam calendar.

- **CRA Exam Practice Test** – This is a link to a practice test hosted by the Professional Testing Corporation.

- **aiM Higher Study Group** – This is a link to the U-M aiM Higher CRA Study Group. The group conducts a series of sessions for those interested in taking the CRA exam.

**Contact Hours:**
Current CRA certificants may maintain contact hours, which may be used in lieu of taking an exam, for recertification.

- **How to Earn Contact Hours** – This website from the RACC provides information about contact hours and how to track them.

- **CRA Contact Hours Opportunities** – This document was compiled by U-M CRAs and provides an overview of U-M activities that may be counted toward contact hours.