the project management training company

FACT SHEET

PMI® CAPM CERTIFICATION PREPARATION BY STS

Build the foundation for a successful career in project management

"Whether you're starting your career, moving into a project role or already contributing to projects, CAPM® validates the project-management knowledge you need to take the next step"

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AT A GLANCE

Duration	4 days instructor-led training
Format	Classroom or Live Online
Locations	Zurich, Geneva, Lausanne, Basel, Baden
Language	English, French, German
Contact Hours	23 PMI Contact Hours
Trainer	ATP Certified Trainer
Simulator	550+ realistic exam questions
Support	Until you pass your exam
Experience	Swiss training company with 30 years experience
Accreditation	PMI's ATP Premier Training Provider

This course is ideal for:

- Aspiring Project Managers
- Project Coordinators and PMO professionals
- Project team members
- Professionals moving into project-based roles
- Professionals who want to formalise their project-management knowledge

What is included?

- Practical rather than theoretical approach
- Official PMI learning material
- Additional STS hands-on material
- World-class exam simulator
- Trainer coaching
- CAPM application support
- Optional: additional digital learning contents

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OUR LEARNING APPROACH

The **Certified Associate in Project Management (CAPM)®** is a globally recognized PMI® certification designed for aspiring project professionals and professionals who work on projects but do not yet have extensive project-management experience.

At STS SA, we take an **innovative and practical approach to CAPM® exam preparation**. While our training fully covers all PMI® project management concepts, we go beyond theory by providing supplementary materials focused on real-world application across various industries and environments. This hands-on emphasis equips our participants with the critical thinking and situational judgment skills needed to confidently tackle the types of questions they will encounter on the exam.

You will learn how to:

- Understand the fundamentals of project management
- Work effectively within project teams
- Apply predictive, agile and hybrid approaches
- Understand key project-management terminology, principles and practices
- Prepare strategically for the CAPM® examination

Our trainers are there to accompany you until the day you pass the CAPM certification exam!

While the primary language of instruction is English, our trainers are also fluent in French and/or German. Additionally, we now offer our courses in both French and German, making them more accessible to a broader audience.

LEARNING MATERIAL

- **CAPM Exam Prep book**
- **STS course material** - The electronically provided binder includes all slides presented by the trainer.
- **X-AM CAPM exam simulator**—an advanced online learning tool designed to help candidates learn, assess, and track their readiness for the official exam. The simulator

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features questions that closely match the format, difficulty, and environment of the actual PMI® exam, providing a realistic and effective preparation experience.

- As an optional add-on, participants can access a **digital library of specialized project management learning content**. This self-paced resource offers in-depth modules covering all key areas of project management, including Agile and predictive methodologies, soft skills, team leadership, and more. It's an ideal complement for those looking to deepen their knowledge beyond the classroom.

IN-HOUSE COURSES

The CAPM® certification preparation course is also available as a company-specific, in-house offering. It can be delivered in the same format as our public course or tailored to meet your organization's specific needs. Courses are available in English, French, or German. For more information or to discuss a customized solution, please don't hesitate to contact us.

We will be delighted to send you a specific offer for in-house courses.

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YOUR LEARNING JOURNEY

The core of our certification preparation is a focused **4-day training program**, delivered in two sessions of two days each. For the virtual course, we have split the program into **9 sessions of 4 hours each**. Our instructors bring real-world experience from a variety of disciplines and industries and also serve as active project management consultants. Naturally, they are fully certified PMPs and accredited PMI® Authorized Training Partners (ATP), ensuring both credibility and practical insight throughout the training.

Our **world-class exam simulator, X-AM CAPM**, features approximately 550 practice questions that closely mirror the style and difficulty of those found on the actual exam. Available in six languages, X-AM provides realistic and adaptive testing experience. Regular practice with this powerful tool is a proven path to success, helping candidates build confidence and sharpen their ability to apply project management concepts under exam conditions.

For those who wish to deepen their understanding of project management, we also offer a **comprehensive e-Learning tool as an optional add-on**. Fully aligned with PMI® standards, this resource allows participants to revisit key concepts at their own pace, reinforcing their knowledge and supporting long-term retention.

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ELIGIBILITY REQUIREMENTS

Before you apply, make sure you meet the following set of requirements:

- Secondary degree (high school diploma, associate's degree or the global equivalent)
- 23 hours of project management education completed by the time you submit you application.

The CAPM course fulfils the 23 hours of education requirement.

For more details please refer to the CAPM Exam Content Outline.

DATES AND REGISTRATION

Courses are offered throughout the year in Zurich, Geneva, Lausanne, Basel, Baden and Live Online.

Scan the QR code or visit our **website** for the latest schedule.

Please register directly via our **online form**.

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PACKAGES & PRICES

Choose the package which fits your needs. The fees for the public courses below apply per participant.

Included	Essential	Plus	Premium
Instructor-led CAPM® training	✓	✓	✓
Official PMI® course materials	✓	✓	✓
Additional STS learning materials	✓	✓	✓
Support with the CAPM® application and certification process	✓	✓	✓
Exam simulator (550+ questions)	✓	✓	✓
PMI membership (for 12 months)		✓	✓
CAPM Exam Fee (valid for 12 months after course registration)		✓	✓
Additional digital content library			✓
In-Class Training	**CHF 2'995**	**CHF 3'220**	**CHF 3'720**
Virtual Training	**CHF 2'695**	**CHF 2'920**	**CHF 3'420**

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OPTIONAL ADD-ONS

- 1-year PMI Membership (Not refundable and not extendable)[1] USD 166.-
- Exam Fee (Valid for 12 months after course registration):
  - For PMI-members: USD 300.-
  - For non-members: USD 225.-
- Digital Content Library (12 months access) CHF 815.-

Please note:

- 5% discount for 2 or more registration at one time (different course dates possible)
- We highly encourage you to become members of PMI® and to take advantage of the free access to the PMI® PMBOK® *Project Management Body of Knowledge* together with the Agile Practice Guide, both of which are valuable support books for the exam preparation.
- Read our General Terms and Conditions **here**.

QUESTIONS?

Feel free to book a quick, non-binding call with one of our experts.

We are happy to support you on this matter.

Book a call here

[1] The voucher can be used to prolong the membership if a candidate is already member – as long as it is used within 12 months.

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