



Registered Partner Program

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The only ISO compliant global organization supporting and certifying innovation professionals

Improving Innovation. Improving the World.

Dedicated to the proposition that human civilization is at a crossroads where the problems of the world can only be solved through improved innovation; the International Association of Innovation Professionals (IAOIP) supports and certifies individuals and institutions that wish to participate in solving these problems. IAOIP is a not-for-profit global organization, currently with 2200+ members in 80+ nations – spanning across industry, government, and academia.

IAOIP and You

IAOIP working groups continue to define innovation capabilities, improve our professional *Global Innovation Science Handbook* (“GISH”), add to the Body of Knowledge (“BOK”), and create and administer overall and specialized certifications in innovation. Our call to action is based on the desire of organizations to qualify employees and new hires, and for academic and other training institutions as well as consultants to prepare individuals to undertake management and leadership positions in innovation.

Become a Registered Partner

The Registered Partner Program was created to establish a global network of qualified partners in education, training, accreditation, and other areas as identified by members of IAOIP. Registered Partners are dedicated to helping individuals and organizations seeking innovation education training. Registered Partners are given the rights to the use of IAOIP intellectual property when teaching innovation. Registered Partners can help individuals and organizations prepare for IAOIP certification exams. They can also help organizations and professionals earn Continuing Education Units (CEUs). Finally, Registered Partners can also be University programs looking to be accredited in the Science of Innovation, providing support and education to students in the area of innovation.

For More Information:

Call: +1.800.276.1180

Email: partners@iaoip.org

Visit: <http://www.iaoip.org/registeredpartners>

The Importance of the Registered Partner Program

IAOIP's Registered Partner Program is a peer-reviewed process that confirms that the courses or products offered by registered organizations relation to the science of innovation has been carefully assessed and that its scale, scope, and quality conform to a comprehensive international standard. It makes a public statement about the quality of the courses and/or products provided by the registered organization.

Benefits of Being a Registered Partner

1. The Registered Partner Program gives your organization the permission to present itself as an IAOIP Registered Partner in Innovation Knowledge. The organization can state their affiliation with IAOIP as outlined in the IAOIP criteria. The organization is eligible to teach IAOIP Innovation Knowledge. Registered Partners can also offer registered courses or products that are eligible for CEU credits.
2. Registered Partners can elect to become a registered proctor for certification examinations.
3. The Registered Partner Program gives organizations the license to use of the IAOIP logo, course work, and other intellectual property as stipulated in the intellectual property guidelines.
4. The Registered Partner Program allows organizations to administer batch certification exams at a discounted rate to the provider.
5. Registered Partners are able to purchase access to select IAOIP produced training materials.

How to Become a Registered Partner

To ensure the delivery of quality materials in accordance with IAOIP standards, we take a discerning approach to evaluation and approval of Registered Partner candidates. Organizations must meet the following criteria to qualify:

1. All instructors used by the Partner must hold IAOIP's Certified Professional Innovator Certification.
2. Instructors for advanced certifications such as the Chief Innovation Officer Certification and Design Thinking Certification must hold those certifications in order to deliver the content.
3. Content and delivery methods must be vetted by a panel of certified IAOIP associates.
4. Content must align with IAOIP's Global Innovation Science Handbook ("GISH"). Any differences must be noted in the marketing materials.
5. Providers must adhere to IAOIP's Intellectual Property (IP) and advertising policy.

Application Process

1. Download and review the application, paying close attention to the type of partner and the intellectual property agreement.
2. Complete and submit the application, along with course materials, marketing materials, and payment.
3. An IAOIP associate will be assigned to review your application utilizing IAOIP review standards.
4. IAOIP will send your organization an acknowledgement with an R.P. registration number if your application is approved. If your application is rejected, IAOIP will send detailed reasons as to why it was rejected. You will have a period of 60 days to address those issues and appeal your rejection.

To remain current with IAOIP and the Registered Partner Program, organizations must pay their annual fees and adhere to all program policies. Random audits may be performed to ensure program quality and compliance. Providers will have to renew their status every 3 years.

Educational Accreditation Program

For educational programs at universities and colleges focused on Innovation, a special Accreditation program exists to ensure a high-quality product for students entering the workforce. For more information on the Educational Accreditation Program, visit www.iaoip.org/accreditation, and review all documentation found there.

Program Criteria

1 . Registered Partner Responsibilities

***Rationale:** Organizations interested in participating in the IAOIP Registered Partner Program must ensure that they meet and maintain all prerequisites as outlined below.*

- 1.1 The Registered Provider (R.P.) must be part of a legal entity that is current and compliant with all applicable laws and requirements. Within the provider's organization, there must be designated administrative personnel responsible for the administration of the Registered Provider Program.
 - 1.1.1 The instructors employed by the provider must be Certified Professional Innovators.
 - 1.1.2 The R.P. must have been in operation as an innovation professional through education, consulting, or a management level for a minimum of two calendar years.
 - 1.1.3 Participation records are to be maintained for a minimum of three (3) calendar years after completion of a course or product offering or as required by applicable law.

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- 1.1.4 Accurate representation of the scope and quality of Partner related services and products must be made to prospective clients, IAOIP staff, and the public.
- 1.1.5 All operations must be conducted in an ethical and professional manner, and respect must be given to the rights of all program participants
- 1.1.6 There shall be no discrimination with respect to the programs provided under this agreement, including discrimination on the basis of age, religion or creed, national origin, race, ethnicity, gender, disability, or sexual orientation.

2 . Content Development and Instructor Evaluation

Rationale: *To maintain the integrity of IAOIP's innovation knowledge offered by Partners, individuals identified by the IAOIP must develop and/or review all course content before that content is acceptable in training/education initiatives to ensure that Partners have the ability to effectively help their clients reach their learning objectives by choosing appropriate and effective instructional delivery methods, course instructors must be vetted by IAOIP based on their expertise instruction experience, and prior success rate.*

- 2.1 All R.P.s must ensure that any course material used is consistent with the theories and terminologies found in the GISH. Other external theories and practices are also permissible within the course content, but it must be clearly discerned from the BOK.
 - 2.1.1 Course content must fully align with the GISH, especially when teaching specialized certifications such as Design Thinking and Management of Innovation. Outside content can be utilized, but it must be clearly stated that it is not in the GISH and might not be applicable for the certification examinations.
- 2.2 Developers of registered courses must be IAOIP certified.
- 2.3 Developers of registered courses must utilize the IAOIP mandated course content guidelines.
- 2.4 Developers of registered courses must attend a mandatory IAOIP webinar that details how to effectively develop course content from the GISH.
- 2.5 All course developers must possess significant domain knowledge in innovation education and have relevant experience practicing in the field.
- 2.6 All registered courses must have clearly defined and measurable learning outcomes. Course material should be clearly worded and organized to aid students/clients in learning the material. Learning outcomes for each certification will be clearly outlined by IAOIP.
- 2.7 Course outlines, syllabuses and all relevant materials must be submitted for review before approval for dissemination.
- 2.8 Registered course content will be reviewed by a panel of Certified Professional Innovators, assigned by IAOIP.

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- 2.9 Intellectual property owned by IAOIP must be used in course content within the confines of the IAOIP Intellectual Property policy.
- 2.10 The R.P. must only utilize instructors that are IAOIP certified.
- 2.11 The R.P. must utilize appropriate instructional methods and learning resources that are vetted and approved by IAOIP.

3. Course/Training Evaluation and Approval

***Rationale:** To ensure that courses and training being offered under the IAOIP Registered Partner Program meet participant expectations and reach their stated Learning Objectives, Partners shall have a process in place for continuously improving their courses based on evaluations, external audits, or other monitoring methods.*

- 3.1 All material intended for CEU credit shall be evaluated via IAOIP CEU Evaluation forms or other means to measure the degree of success in meeting learning objectives.
- 3.2 Feedback from evaluations shall be used to continuously improve courses.
- 3.3 A substantial change of 25% or more of content requires resubmission of the material for approval.

4. R.P. Marketing

***Rationale:** To maintain an ethical and professional relationship with IAOIP and the public, Partners must ensure that its representation of IAOIP and its relationship is clearly outlined in its marketing materials approved by IAOIP.*

- 4.1 The R.P. must be a current registered member of the Registered Provider Program. R.P. must give a consistent and accurate representation of IAOIP through IAOIP approved marketing materials.
 - 4.1.1 The R.P. must only use approved logos and marketing materials as provided by IAOIP.
 - 4.1.2 The R.P. must make a clear distinction between their content and official IAOIP content.
 - 4.1.3 The R.P. must make appropriate disclaimers for all trademarks, copyrights, and other intellectual property belonging to IAOIP. These disclaimers must be in compliance with intellectual property laws and follow the guidelines in IAOIP's Intellectual Property policy document.
 - 4.1.4 The R.P. must maintain their company name for interactions with the public including domain names, email accounts, and company names.

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