



Initial CMR Course

How do I obtain it?

The path to becoming a **Certified Municipal Registrar**

The Certified Municipal Registrars initial course consists of six webinars and a three hour exam. Webinars can be taken anytime by clicking the name of the desired course below. The courses in the prerequisites section below need to be completed first. Once complete, courses in the required courses section below can be completed in any order. The courses do not all need to be completed at the same time. You can take the classes over a few days, a few weeks, or even a few months. Upon completion of both the prerequisites and required courses sections the exam can be attempted. The exam is typically scheduled for the last Friday of each month. The schedule can be found on the [OVSR website](#). Once Passed your CMR certificate will be issued. For any guidance please email the [outreach team](#).

Prerequisites	Required Courses	The Exam
<p>The Following Courses must be taken first:</p> <p>CMR Introduction INTRO 1</p> <p>CMR Intro Part 2 INTRO 2</p> <hr/> <p>2 Credit Hours</p>	<p>The following courses can be taken in any order upon completion of prerequisites:</p> <p>VIP Introduction VIP 101</p> <p>EDRS Introduction EDRS 101</p> <p>Marriage Basics Marriage 101</p> <p>Certified Issuance CERTIFIED 101</p> <hr/> <p>4 Credit Hours</p>	<p>The exam can be attempted once all classes have been completed.</p> <p>85 questions</p> <p>80% or better is passing</p> <p>3 hour exam window</p> <p>offered once per month</p> <hr/> <p>3 Exam Hours</p>

DID YOU KNOW?

Your Certified Municipal Registrar certification is valid for 3 years from the date of issuance. Taking 18 recertification credits during your 3-year cycle will ensure renewal. Credits are awarded for taking webinars and attending approved in-person lectures. If renewal requirements are not met, you can retake the initial CMR course and exam to maintain CMR status. If you are already CMR certified the above classes can be taken just like any other offered webinar for 1 credit.

for scheduling information, visit nj.gov/health/vital