



Black Belt Project Information

Each Black Belt participant must complete a project in order to meet the requirements for earning the Black Belt. The project must demonstrate the correct application of appropriate tools and show a tangible benefit to the host organization or a customer of the host organization. There is no minimum dollar amount, however trivial projects will not be accepted.

The steps that must be followed are listed below.

1. **Review** the project information found on the secure course website.
2. Complete the project **charter** form and submit to IISE electronically (jswisher@iise.org). This will be reviewed, critiqued, and when appropriate, approved by IISE. This may require multiple drafts.
3. Have the project champion also **sign off** on the project charter.
4. **Complete** the project. It is strongly encouraged that progress reports be submitted electronically as each milestone is reached.
5. Submit a **draft of the project summary** electronically to IISE. This will be reviewed, critiqued, and when appropriate, approved by IISE. This may require multiple drafts.
6. After IISE approves the project, submit a letter of **approval from the project champion**.

After all the steps have been completed, the project will stand approved.

Projects must be completed within one calendar year after the completion of the Black Belt exam.

Candidates earn their Black Belt certification after completing the course, successfully passing the post-course exam, and gaining final approval on their project.

The IISE Black Belt is valid for a period of three years from the date of issue. In order to renew, use this [link](#) and complete the form verifying ongoing compliance with IISE's code of ethics and ongoing practice and education as a Black Belt. There is a \$25 renewal fee for each three-year period.