IPEd.
Institute of Professional Editors

Accreditation exam FAQs

We've collated your frequently asked questions about the exam in this handy fact sheet.

Have a question or concern not answered here? Please reach out to your local Accreditation Board delegate.

Do I have to sit the exam in person?
no. Starting in 2026, sitting the exam remotely in your home, workplace or other suitable venue is the default. Sitting the exam at an alternative venue is available on request when you register for the exam.

Is the accreditation exam marked up by hand on hard copy? Do I need to use proofreading marks?
No. The exam has been delivered on-screen since 2016. You complete any mark-up required using Track Changes in Word.

I use an Apple Mac. Do I have to sit the exam on a Windows PC?
You can choose to sit the exam on either system provided your desktop computer or laptop meets minimum software and networking requirements.

Are accommodations available for people with a disability or medical condition?
Yes. If you have a disability or medical condition that will make sitting the exam difficult, you can request adjustments when you register.

Adjustments can include:

- extra time
- an Auslan interpreter
- the opportunity to take medication during the exam
- other adjustments as appropriate.

Contact your local AB delegate to discuss your specific requirements.

How much editing experience do I need before sitting the exam?
We recommend you have at least 2 to 3 years full-time or 4 to 6 years part-time or casual editing experience. But what matters is your level of experience rather than the exact amount of time you've been working.

We recommend this level of experience because the exam is not designed to test entry-level editing skills but rather to measure an editor's professional competence against the skills and knowledge set out in the latest edition of *IPEd standards for editing practice*.

I'm a fiction editor. Is the exam relevant for me?
Yes. The accreditation exam isn't tailored to any specific type or genre of editing and is designed for editors from all backgrounds and specialisations.

The exam tests competence in core skills and knowledge that professional editors are expected to have no matter where they work or what they work on – keeping in mind that editors frequently change jobs, industries and genres.

Specialist or advanced skills and knowledge are not part of the exam.



What resources does IPEd provide to help me prepare for the exam?
We provide a range of resources, including sample exams, an online exam preparation course and various presentations and workshops. For more information, see the Exam resources page of the IPEd website and keep an eye on Gatherings and the regular IPEd events bulletin.

Where can I go to get more information?
Visit the Accreditation exam page on the IPEd website, where you'll find information and resources on:

- the benefits of sitting the exam
- eligibility
- registration
- the structure and format of the exam
- preparation and resources.