GAICC Certified AI Law & Compliance Professional (CAILCP)

Candidate Handbook

Field	Detail
Certification	GAICC Certified AI Law & Compliance Professional (CAILCP)
Handbook code	GAICC-CH-CAILCP-001
Version	v1.1
Issued	30 October 2026
Frameworks	EU AI Act and multi-jurisdictional AI law; ISO/IEC 42001, NIST AI RMF (recognition-level)
Level	Professional

GAICC · Global AI Certification Council Limited · NZ Company 9371200 · Auckland, New Zealand

This handbook gives candidates everything needed to prepare for, book, sit and maintain the certification. Read it with the Examination Content Outline and the Code of Ethics.

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1 About this certification

Confirms practitioner-level competence in AI law and compliance: multi-jurisdictional regulatory analysis, governance-technical AI risk, risk classification, practical AI skills for lawyers, liability and enforcement, governance structures, emerging-AGI governance, and ethics and fairness.

Who it is for: Lawyers, compliance officers, DPOs, legal-operations and governance professionals.

2 Eligibility and prerequisites

Completion of at least 24–26 contact hours of structured CAILCP training delivered by GAICC-authorised providers or equivalent recognised institutions is required before sitting the exam. Students can also fulfil this requirement by completing GAICC self-paced courses.

Certification is open to all eligible candidates without discrimination. Reasonable adjustments are available (Section 11).

3 The exam at a glance

Item	Detail
Total questions	60 scored items
Format	Scenario-based single-answer multiple choice; no negative marking
Time allowed	90 minutes
Pass mark	70% scaled
Delivery	Online only, AI-proctored on the GAICC hub (no test centre option)
Open book	No — closed book
Languages	English (other languages on request)

4 What the exam tests

The exam is built to the Examination Content Outline (ECO). Domains and approximate weightings:

#	Domain	Weight
I	Global AI Regulatory Landscape	18%
II	Governance-Technical AI Risk	18%
III	Risk Classification & Compliance	15%
IV	AI for Lawyers Practical Skills	14%
V	Liability & Enforcement	10%
VI	Policy & Governance Structures	10%
VII	AGI & Future Governance	10%
VIII	Ethics, Bias & Fairness	5%

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#	Domain	Weight
	Total	100%

Weightings are approximate and may vary slightly by form. The current ECO is the authoritative blueprint.

5 Booking and exam-day conduct

- Book through the GAICC learning hub; you will receive joining instructions and a system check.
- Ensure a quiet, private space and a stable internet connection for online proctoring.
- No notes, devices or assistance are permitted (closed book) unless an approved adjustment applies.

6 Proctoring and exam security

Exams are proctored to protect integrity and the value of the credential; candidates consent to proctoring at booking. Examination content is confidential and may not be copied, recorded or shared; doing so is misconduct and may lead to result invalidation and withdrawal of certification. GAICC's use of any AI in proctoring is governed by its AI Use Register and AI disclosure.

7 Results and feedback

Results are reported on completion: overall score, pass/fail status, and per-domain performance feedback. Provisional results may be confirmed after a standard post-exam integrity review. Successful candidates receive a certificate and a digital badge.

8 Retake policy

A candidate who does not pass may resit. Each registration includes one attempt and one free resit, which must be taken within 12 months of registration. After that, each further attempt needs a new registration at the published examination fee.

9 Fees

Fees are shown in US dollars and are payable before the examination. GAICC operates an optional annual-membership model; the member rate below applies to candidates who already hold a current GAICC membership. Membership is purchased separately and is not included in the examination fee.

Item	Fee
GAICC Annual Membership	$99 / 12 months
Examination fee — non-member / member	$399 / $299
Certification renewal — per three-year cycle, non-member / member	$119 / $69

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Refunds and transfers: requests are handled under GAICC's published refund and transfer policy; fees are generally non-refundable once exam access is issued.

10 Certification, validity and recertification

The certification is valid for three years from the date of certification. To maintain it, the certified person completes 60 hours of continuing professional development (CPD) over the three-year cycle, reaffirms the GAICC Code of Ethics, and remains in good standing. CPD is allocated across the three competencies of the GAICC AI Competence Triangle: 27 hours technology, 12 hours humanity and 21 hours strategy.

The renewal fee is US$69 for members and US$119 for non-members for each three-year cycle. A three-month grace period applies after expiry. Where CPD evidence is insufficient, or the certification has lapsed beyond the grace period, or the standard or scheme has changed materially, re-examination is required. For the renewal period, the CPD requirement and the renewal fee, this handbook and the GAICC Recertification Procedure (GAICC-QMS-PRO-REC-001) are the authority.

11 Reasonable adjustments and accessibility

Candidates who need a reasonable adjustment (for example extra time or assistive technology) should request it at booking with supporting information. GAICC accommodates legitimate needs while preserving exam security and assessment integrity.

12 Use of the certificate and the GAICC marks

Certified persons may state that they hold the certification while it is valid and use the GAICC certification mark in accordance with the Use of Certificates and Marks procedure. The certification applies to the named individual, is not transferable, and must not be used misleadingly or to imply accreditation that has not been granted. Lapsed or withdrawn certificants must cease use of the certification and marks.

13 Code of ethics

Candidates and certified persons agree to the GAICC Code of Ethics — acting with integrity, competence and objectivity, protecting confidential information, and using the credential honestly. Breaches may lead to withdrawal of certification.

14 Appeals, complaints and misconduct

A candidate may appeal a certification decision, and anyone may raise a complaint, through GAICC's Appeals and Complaints process; appeals are handled impartially by people not involved in the original decision. Suspected exam misconduct is investigated and may result in result invalidation and withdrawal of certification.

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15 Privacy and contact

GAICC processes candidate personal information solely to deliver certification and to demonstrate the integrity and impartiality of the scheme, in line with its privacy obligations. Questions about this handbook, bookings, adjustments, appeals or recertification: support@gaicc.org.

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