



## SENIOR WELDING INSPECTOR 9-YEAR RECERTIFICATION PROGRAM INFORMATION

As an AWS Senior Certified Welding Inspector, you must renew your certification every three years. On the ninth year cycle, you must recertify by examination, taking or having taken (during the current 9-year cycle) a supplemental inspection exam (endorsement), or by demonstrating 80 personal development hours (PDH).

### OPTION 1: 9-YEAR RECERTIFICATION BY EXAMINATION:

**SCWI – PART A AND B:** Senior inspectors may opt to retest on two part examination. The SCWI exam will consist of two open book examinations, each lasting two hours. Subject areas covered will be in accordance with AWS B5.1, *Specification for the Qualification of Welding Inspectors* section 7.2.

**CWI AND SCWI SUPPLEMENTAL INSPECTION EXAM (SIE, OR ENDORSEMENT):** You can take a Supplemental Inspection Exam (SIE) in your 9<sup>th</sup> year of certification. Qualifying for and passing one of these exams meets the requirements for recertification. Endorsements are listed on your endorsement card.

Endorsements to codebooks require passing a two-hour Part C: Open-Book Code Application exam on one of the following codes:

- AWS D1.1 Structural Steel
- AWS D1.2 Structural Aluminum
- AWS D1.5 Bridges
- AWS D15.1 Railroad
- API 1104 Pipelines
- ASME Section IX, B31.1 and B31.3
- ASME Section VIII, Div. 1 and Section IX
- AWS Certified Radiographic Interpreter
- AWS Certified Welding Supervisor
- Structural Bolting Inspection (non codebook exam)
- Structural Drawing Reading (non codebook exam)

### OPTION 2: 9-YEAR RECERTIFICATION BY EXEMPTION:

**CONTINUING EDUCATION:** If you have kept yourself up to date in the inspection profession by attending classes and seminars related to welding, your education requirements may be satisfied. You need 80 contact hours (PDHs) of seminars or courses that meet the requirements of QC1 sections 5 and 16. 20 of the 80 PDH hours must have been earned during the last three years of your nine-year certification period. AWS sponsored conferences and courses that provide certificates of completion, or working on AWS technical committees can also earn PDH hours. A PDH is no less than 50 minutes of personal interaction between a learner and instructor. Contact implies two-way communication in order for the learner to receive feedback.

The course content must be in one or more of the subject areas as defined in the Education and Experience Requirements of the B5.1 section 5. A maximum of 80 PDH are allowed for any one course and no course may be repeated for credit within any nine year period. Certificates of completion, diplomas or transcripts must be submitted with your application. Trainers who want to substitute teaching hours for the required PDHs shall submit documentation of the hours of training performed and course curriculum.

AWS nationally sponsored courses and seminars where promotional literature and Certificates of Completion indicate hours granted for CWI 9-year recertification are acceptable towards educational requirements.

**9-YEAR RECERTIFICATION COURSE:** If your certification expires within one year of your Welding Inspector certification and you haven't decided to recertify through examination, or haven't accumulated 80 PDH in the past nine years, the AWS 9-year recertification course may be for you. This six-day course includes:

- A pre-seminar reading assignment for you to complete 30 days prior to the course which counts toward the 80-hour requirement.
- An informal skills assessment to guide your instructor in tailoring the course material to meet your needs.

- An interactive format that allows you to share with and learn from your peers, gaining synergy from the entire group's collective experience.
- The opportunity to discuss technical and administrative problems you've encountered while on the job with other experienced welding inspectors, and to benefit from their perspectives.
- A field trip to a local plant or testing laboratory for an insightful behind-the-scenes tour.

Upon completion of the course, you will receive an AWS Certificate of Completion for the course. Your new wallet card, certificate, and stamp will be mailed to you. Your certification number and renewal month will not change.

**\*NOTE** SPACE FOR THE 9YR COURSE IS LIMITED. ACCEPTANCE IS BASED ON AVAILABILITY AND QUALIFICATION FOR 9 YEAR RECERTIFICATION.

**SUPPLEMENTAL INSPECTION EXAM (SIE, OR ENDORSEMENT):** Welding Inspectors who have taken and passed one or more Supplemental Inspection Exams on approved standards or inspection programs any time during their 9-year cycle may apply for recertification without having to meet further examination requirements, professional development hour requirements, or seminar requirements. To qualify, a completed 9-Year Recertification application must be submitted indicating "By Endorsement" under the Recertification by Non-Exam Options section.

If you choose to purchase an AWS Seminar and Exam Package that includes the cost of the seminar and certification exam, you are not automatically registered to take the test. AWS must receive your complete application and review your qualifications to make sure you are eligible to take the exam. Payments must accompany your application. Please check the Certification Schedule for examination dates, course dates, and application submission deadlines.

Please allow adequate time for your application to be processed. Applicants applying for an exam and have been accepted, will receive a confirmation package via email.

- ❑ For questions regarding certification contact, the Certification Department, ext. 273
- ❑ For questions regarding seminar or study materials, contact the Education Department, ext. 455.



# American Welding Society

550 NW LeJeune Rd Miami, FL 33126  
(800) 443-9353 or (305) 443-9353, ext. 273  
FAXED OR EMAILED APPLICATIONS ARE NOT ACCEPTED

## Senior Certified Welding Inspector (SCWI)

### 9-YEAR RECERTIFICATION APPLICATION

LAST NAME										FIRST NAME										MI	

**1. PLEASE COMPLETE THE FOLLOWING:**

YOUR AWS MEMBER # \_\_\_\_\_

YOUR CERTIFICATION # \_\_\_\_\_

**2A. RECERTIFICATION BY EXAM: (please choose the exam type and complete Sections 4 through 8)**

SCWI Part A&B Exam Only

**Member \$595                      Non- Member \$810**

**2B. RECERTIFICATION BY ENDORSEMENT EXAM ACHIEVED IN 9<sup>TH</sup> YEAR OF CERTIFICATION: (please choose the exam type and complete Sections 4 through 8)**

AWS D1.1/D1.1M Structural Steel: 2006, 2008, or 2010 edition permissible

API-1104 Pipelines: 20<sup>th</sup> edition with 2007 errata and addenda

AWS D1.2/D1.2M Structural Aluminum: 2003 or 2008 edition

AWS D1.5M/D1.5 Bridge: 2008 edition

AWS D15.1 Railroad: 2007 edition

ASME Section IX, B31.1 (both 2007), and B31.3 (2006)

ASME Section VIII, Div. 1 and Section IX ( both 2007 editions with 2008 addenda)

**Member \$870                      Non- Member \$1085**

**INDIVIDUAL CODE CLINICS**

D1.1 code clinic workshop (code book not supplied)

**Member \$375                      Non- Member \$590**

API-1104 code clinic workshop (code book not supplied)

**Member \$335                      Non- Member \$550**

**2C. RECERTIFICATION BY NON-EXAM OPTIONS: (please check one of the options below)**

80 Personal Development Hours (PDHs): *Please complete Sections 3 and 5 through 9.*

**Member \$595                      Non- Member \$810**

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9-year Recertification Course: *Please complete Sections 3 through 8.*

**Member \$1625                      Non- Member \$1840**

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By Endorsement: *Endorsement must have been achieved prior to your 9<sup>th</sup> year of certification and a copy of the certificate attached. Please complete Sections 3, and 5 through 8.*

**Member \$595                      Non- Member \$810**

**3. METHOD OF PAYMENT**

**Payment must accompany your application.**

Check or money order # \_\_\_\_\_

VISA    MC    AMEX    Diners    Discover

CC#: \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_

EXP DATE: \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_

\_\_\_\_\_

SIGNATURE

**AWS USE ONLY**

Date: \_\_\_\_\_ Acct #: \_\_\_\_\_

Amt\$: \_\_\_\_\_

**4. PLEASE INDICATE THE EXAM OR COURSE LOCATION OF YOUR CHOICE**  
 PLEASE ALLOW 3-4 WEEKS PROCESS TIME. CONFIRMATION LETTERS WILL BE EMAILED UNLESS EMAIL ADDRESS IS NOT INDICATED IN SECTION 5.

1<sup>st</sup> Site Code: \_\_\_\_\_ Date: \_\_\_\_\_ City/State: \_\_\_\_\_ \*Submission Deadline: \_\_\_\_\_

2<sup>nd</sup> Site Code: \_\_\_\_\_ Date: \_\_\_\_\_ City/State: \_\_\_\_\_ \*Submission Deadline: \_\_\_\_\_

3<sup>rd</sup> Site Code: \_\_\_\_\_ Date: \_\_\_\_\_ City/State: \_\_\_\_\_ \*Submission Deadline: \_\_\_\_\_

**NOTE:** AWS strongly recommends the applicant selects a second and third site location alternative. If the first choice is not available, the next available location will be selected. Please **do not** make any hotel or flight arrangements until you have received your exam confirmation letter from the Certification Department.

LAST NAME:

FIRST NAME:

5. PLEASE COMPLETE THE FOLLOWING

MAILING ADDRESS

Grid for mailing address

ADDRESS (cont'd)

APT No.

Grid for address and apartment number

CITY AND STATE / PROVINCE / COUNTRY

ZIP CODE

Grid for city/state and zip code

HOME TELEPHONE NUMBER

WORK TELEPHONE

MOBILE TELEPHONE NUMBER

Grid for home telephone number

Grid for work telephone number

Grid for mobile telephone number

E-MAIL ADDRESS (CONFIRMATION NOTIFICATION WILL BE SENT TO THIS ADDRESS)

Grid for e-mail address

DATE OF BIRTH MM/DD/YY

U.S. SOCIAL SECURITY NUMBER

Grid for date of birth

Grid for U.S. social security number

6. Associations

Type of Business (Check ONE only)	Job Classification (Check ONE only)	Your Technical Interests Place a number on line in choice order (1-2-3, etc.)
A <input type="checkbox"/> Contract construction	01 <input type="checkbox"/> President, owner, partner, officer	1 <input type="checkbox"/> Robotics
B <input type="checkbox"/> Chemicals & allied products	02 <input type="checkbox"/> Manager, director, superintendent (or assistant)	2 <input type="checkbox"/> Computerization of Welding
C <input type="checkbox"/> Petroleum & coal industries	03 <input type="checkbox"/> Sales	A <input type="checkbox"/> Ferrous metals
D <input type="checkbox"/> Primary metal industries	04 <input type="checkbox"/> Purchasing	B <input type="checkbox"/> Aluminum
E <input type="checkbox"/> Fabricated metal products	05 <input type="checkbox"/> Engineer — welding	C <input type="checkbox"/> Non-ferrous except aluminum
F <input type="checkbox"/> Machinery except elect. (incl. gas welding)	06 <input type="checkbox"/> Engineer — other	D <input type="checkbox"/> Advanced materials/intermetallics
G <input type="checkbox"/> Electrical equip. supplies, electrodes	07 <input type="checkbox"/> Inspector, tester	E <input type="checkbox"/> Ceramics
H <input type="checkbox"/> Transportation equip. - air, aerospace	08 <input type="checkbox"/> Supervisor, foreman	F <input type="checkbox"/> High energy Processes
I <input type="checkbox"/> Transportation equip. - automotive	09 <input type="checkbox"/> Welder, welding or cutting operator	G <input type="checkbox"/> Arc Welding
J <input type="checkbox"/> Transportation equip. - boats, ships	10 <input type="checkbox"/> Architect, designer	H <input type="checkbox"/> Brazing & Soldering
K <input type="checkbox"/> Transportation equip. - railroad	11 <input type="checkbox"/> Consultant	I <input type="checkbox"/> Resistance Welding
L <input type="checkbox"/> Utilities	12 <input type="checkbox"/> Metallurgist	J <input type="checkbox"/> Thermal Spray
M <input type="checkbox"/> Welding distributors & retail trade	13 <input type="checkbox"/> Research & development	K <input type="checkbox"/> Cutting
N <input type="checkbox"/> Misc. repair services (incl. welding shops)	14 <input type="checkbox"/> Technician	L <input type="checkbox"/> NDT
O <input type="checkbox"/> Educational services (univ. libraries, schools)	15 <input type="checkbox"/> Educator	M <input type="checkbox"/> Safety & Health
P <input type="checkbox"/> Engr. & architectural services (incl. assns.)	16 <input type="checkbox"/> Student	N <input type="checkbox"/> Pipe & Tubing
Q <input type="checkbox"/> Misc. business services (incl. commercial labs)	17 <input type="checkbox"/> Librarian	O <input type="checkbox"/> Pressure Vessels & Tanks
R <input type="checkbox"/> Governments (federal, state, local)	18 <input type="checkbox"/> Customer service	P <input type="checkbox"/> Structures
S <input type="checkbox"/> other _____	19 <input type="checkbox"/> Other _____	Q <input type="checkbox"/> Roll Forming
T <input type="checkbox"/> Structural Steel Fab	20 <input type="checkbox"/> Engineer - Design	R <input type="checkbox"/> Sheet metal
U <input type="checkbox"/> Misc Steel Fab	21 <input type="checkbox"/> Engineer - Manufacturing	S <input type="checkbox"/> Stamping & punching
V <input type="checkbox"/> Misc MatrlFab	22 <input type="checkbox"/> Quality Control	T <input type="checkbox"/> Bending & shearing
W <input type="checkbox"/> Elct & Eltr Mac		U <input type="checkbox"/> Aerospace
X <input type="checkbox"/> Meas & Anly Inst		V <input type="checkbox"/> Automotive
		W <input type="checkbox"/> Machinery
		X <input type="checkbox"/> Marine
		Y <input type="checkbox"/> Other
		Z <input type="checkbox"/> Automation

<b>LAST NAME:</b>	<b>FIRST NAME:</b>
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**7. QUALIFYING WORK EXPERIENCE – RESUMES NOT ACCEPTED**

I attest to having no period of continuous inactivity greater than two years during the previous three years of certification. I understand that work experience documented on this application may be verified with both past and present employers.

<b>Company Name</b>	<b>Type of Business</b>	<b>Company Phone Number</b>
<b>Company Street Address</b>		<b>City, State, Zip Code</b>
<b>Supervisor's Name</b>	<b>Title of Immediate Supervisor</b>	
<b>Supervisor's Email Address</b>		<b>Department</b>
<b>Applicant's Job Title</b>	<b>Employed From:</b> (Mo.)      (Yr.)	<b>To:</b> (Mo.)      (Yr.)
<b>Job Responsibilities- Detailed Description Required*</b>		

**8. TESTIMONIAL: (this section must be notarized)**

(Applicants must read and sign the following statement in front of a notary)

I hereby certify that I have read the standard requirements contained in AWS QC1, *Standard for AWS Certification of Welding Inspectors*. Further, I agree to comply with the existing requirements and any subsequent requirements that may be instituted by AWS. I have read and agree to the terms and conditions set forth in the *AWS Policies and Fees* form. I certify that the information I have included on this application is true; I understand that any false statements will nullify this application. I give AWS permission to verify this information. I agree to comply with the provisions set forth in the Standard concerning the administration of my examination and certification. Upon obtaining my certification, I give AWS the right to reveal my certification status as it relates to my validity and expiration date only. I further understand that any required information that is incomplete or missing will cancel this registration.

**Furthermore, I certify that I have not obtained any exam materials, have no prior knowledge of the AWS exam questions or answers, and have not and will not accept any solicitation for the AWS exam questions or answers from anyone at any time before or after the exam. I understand that a violation of this oath may be grounds for invalidation of my certification.**

Applicant's Signature \_\_\_\_\_ Date: \_\_\_\_\_

<b>THE FOLLOWING IS TO BE COMPLETED BY A NOTARY PUBLIC</b>
Sworn to and subscribed before me this _____ day of _____ 20____.
My commission expires _____ Notary Public Signature _____ (seal and/or stamp is REQUIRED)

<b>LAST NAME:</b>	<b>FIRST NAME:</b>
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**9. CONTINUING EDUCATION and/or TEACHING CREDIT:**  
*(Complete this section only if submitting 80 Personal Development Hours. Duplicate this page as necessary.)*

- A minimum of eighty (80) PDHs must be earned during the nine year certification period and twenty (20) of those 80 PDHs must be earned in the final three-year period.
- A PDH is no less than 50 minutes of personal interaction between a learner and instructor. Interaction implies two-way communication in order for the learner to receive feedback.
- A maximum of eighty (80) PDHs are allowed for any one course.
- PDHs claimed must be accompanied by a course description and certificate of completion indicating the number of contact hours.

**Example:**

	<u>Institution or provider name and contact information:</u> Sample Institution 1234 Street Anywhere, US 54321 Phone: 999-555-1212	<u>Title of course or seminar:</u> Welding Technology 101
<u>PDH</u> 40	DATE OF COMPLETION:	January 2, 2099

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	<u>Institution or provider name and contact information:</u>	<u>Title of course or seminar:</u>
<u>PDH</u>	DATE OF COMPLETION:	

	<u>Institution or provider name and contact information:</u>	<u>Title of course or seminar:</u>
<u>PDH</u>	DATE OF COMPLETION:	

	<u>Institution or provider name and contact information:</u>	<u>Title of course or seminar:</u>
<u>PDH</u>	DATE OF COMPLETION:	

	<u>Institution or provider name and contact information:</u>	<u>Title of course or seminar:</u>
<u>PDH</u>	DATE OF COMPLETION:	



# American Welding Society

550 NW LeJeune Rd Miami, FL 33126  
(800) 443-9353 or (305) 443-9353, ext. 273

# VISUAL ACUITY RECORD

LAST NAME : \_\_\_\_\_ Certification # (if applicable) : \_\_\_\_\_

FIRST NAME : \_\_\_\_\_ MEMBER # (if applicable) : \_\_\_\_\_

If scheduled to take an AWS certification exam, site location: \_\_\_\_\_ Date \_\_\_\_\_

### TO APPLICANTS:

This form must be submitted for all Welding Inspector and Radiographic Interpreter applications. Applicants for the Certified Welding Educator only are not required to complete this form.

Before submitting this form with your application to AWS, be sure to keep a copy for your records. If you're unable to supply a completed Visual Acuity Record with your application prior to submission deadline, you may forward this form to the Certification Department separately. Exam applicants may submit completed Visual Acuity Records on exam day. AWS will not release exam results and/or certification renewal without a completed Visual Acuity Record on file.

You must use the services of an Ophthalmologist, Optometrist, Medical Doctor, Registered Nurse or Certified Physician's Assistant to administer your required eye examination. The examination must occur within the seven months prior to the scheduled date of the applicant's examination and/or certification expiration date.

All applicants must pass an eye examination, with or without corrective lenses, to prove near vision acuity on Jaeger J2 at 12 in. or greater ( $\geq 30.5$  cm). All applicants shall take a color perception test. Eye examination results must be documented on this visual acuity form supplied by the AWS Certification Department. No other forms will be accepted.

AWS will not accept visual acuity test results that are incomplete or do not comply with regulations.

### THE FOLLOWING THREE SECTIONS ARE TO BE COMPLETED BY THE EYE EXAMINER

1. Please verify the customer's close vision acuity to Jaeger J2 specifications at a distance of 12 inches or greater ( $\geq 30.5$ cm): (please check one of the following)		AWS use only
<input type="checkbox"/>	Both eyes require corrected vision to J2	W
<input type="checkbox"/>	Only one eye needs corrected vision to J2	W
<input type="checkbox"/>	No correction is required.	O

2. Through a color perception examination, is the applicant colorblind? (please check one of the following)		AWS use only
<input type="checkbox"/>	No, customer is not colorblind	C
<input type="checkbox"/>	Yes, customer is colorblind.	B

### 3. PLEASE PRINT CLEARLY

CUSTOMER NAME: \_\_\_\_\_ DATE OF EYE EXAMINATION: \_\_\_\_\_

EXAMINER NAME: \_\_\_\_\_ TELEPHONE NUMBER: \_\_\_\_\_

EXAMINER ADDRESS: \_\_\_\_\_

CITY: \_\_\_\_\_ ST/PROVINCE: \_\_\_\_\_ ZIP: \_\_\_\_\_ COUNTRY: \_\_\_\_\_

EXAMINER PROFESSIONAL STATUS BY (please check only one):

Ophthalmologist     Optometrist     Medical Doctor     Registered Nurse     Certified Physician's Assistant

EXAMINER SIGNATURE: \_\_\_\_\_ STATE/PROV. LICENSE NUMBER: \_\_\_\_\_



# BODY OF KNOWLEDGE

## Senior Certified Welding Inspector

All examinations for the AWS Senior Certified Welding Inspector are in open-book format. Candidates may bring to the examination site any reference materials that they feel will assist them in taking the examinations.

The SCWI examinations will consist of two open book examinations, each lasting two hours. All applicants shall successfully meet the SCWI requirements as contained in 6.2 of AWS B5.1, *Specification for the Qualification of Welding Inspectors*. Candidates must pass each exam part with a minimum of 72%.

Approximate subject weights for the two examination parts are as follows:

Welding and allied processes	5% of total questions
Heat control and metallurgy	10%
NDE fundamentals	10%
NDE applicability	1%
Destructive testing	5%
Welding procedure qualification	10%
Welding Personnel Qualification and Certification	10%
Welding Inspection and NDE Personnel Qualification and Certification	10%
Quality assurance	10%
Safety programs and procedures	5%
Project management	5%
Personnel management and training	5%

### **AWS-RECOMMENDED SELF-STUDY Examination Preparatory Material**

#### **AWS PUBLICATIONS**

Standard for AWS Certification of Welding Inspectors  
Welding Handbook  
Welding Handbook  
Guide for the Nondestructive Testing of Welds  
Guide for the Visual Inspection of Welds  
Specification for Welding Procedure and Performance Qualification  
Standard Methods for the Mechanical Testing of Welds  
Recommended Practices for Welding Austenitic Chromium -  
Nickel Stainless Steel Piping and Tubing  
Welding Inspection Handbook 2000  
Welding Inspection Technology  
SNT-TC-1A, 2001 or 2006 Edition  
ANSI Z49.1  
ISO 9001

#### **ORDER NUMBER**

QC1:2007  
Vol. 1, 8<sup>th</sup> or 9<sup>th</sup> edition  
Vol. 4, Part 2, 8<sup>th</sup>  
B1.10:2009  
B1.11:2000  
B2.1:2005 or B2.1:2009  
B4.0:2007  
  
D10.4:1986  
WI:2000  
WIT-T:2008  
Available through ASNT: 800-222-2768  
[www.awspubs.org](http://www.awspubs.org)  
[www.iso.org](http://www.iso.org)

**TO ORDER ANY OF THE ABOVE PUBLICATIONS CONTACT:**

**WEX (888) WELDING ♦ (305) 824-1177 or visit the website at: [www.aws.org/standards](http://www.aws.org/standards)**





American Welding Society 550 N.W. Le Jeune Rd., Miami, Florida 33126  
 (305)443-9353 (800)443-9353 ext 273 Fax (305)443-6445  
 Email: [certification@aws.org](mailto:certification@aws.org) Website: <http://www.aws.org>

## **AWS POLICIES AND FEES**

### **IMPORTANT NOTICE!!**

#### **“NO SHOW” PENALTY**

If a candidate fails to cancel or reschedule, all fees will be forfeited. A [Change of Site/Cancellation](#) form must be received via email or fax within two (2) weeks of your confirmed seminar/exam or exam start date. The candidate must call the Certification Department to confirm receipt (800)443-9353 ext 273.

#### **SEMINAR AND/OR EXAM CANCELLATION**

The Certification Department must receive a [Change of Site/Cancellation](#) form via email or fax within two weeks of the confirmed seminar/exam or exam start date. A refund will be issued minus the cancellation fee. The fees are as follows:

<b>Seminar Only</b>	<b>- \$550</b>
<b>Exam Only</b>	<b>- \$140</b>
<b>Seminar and Exam</b>	<b>- \$690</b>

#### **PROCESSING FEE**

A processing fee is included with all certification exam prices. If a candidate does not qualify to sit for the AWS certification exam, a refund will be issued less the **\$75 processing fee**.

#### **FAST TRACK**

The Application Submission Deadline is six (6) weeks prior to the scheduled seminar/exam or exam date. Please refer to the seminar/exam schedule to confirm the submission deadline date. If an application is received after the six week deadline and no less than two (2) weeks prior to the seminar/exam or exam start date, AWS will process the application for the requested test site if space is available. A **\$250 Fast Track Fee** will be assessed for this service. Please do not make travel or hotel arrangements prior to receiving a confirmation letter for the seminar/exam or exam.

#### **SEMINAR/EXAM OR EXAM RESCHEDULING**

The Certification Department must receive a [Change of Site/Cancellation](#) form via email or fax within 2 weeks of the confirmed seminar/exam or exam date. If not received, the “No Show” penalty will apply. Only two (2) rescheduling requests are permitted per calendar year. An additional rescheduling fee will be charged and must be paid in full prior to your rescheduling request being processed. The rescheduling fees are as follows:

<b>Seminar Only</b>	<b>- \$350</b>
<b>Exam Only</b>	<b>- \$140</b>
<b>Seminar and Exam</b>	<b>- \$490</b>

#### **RESCHEDULE/CANCELLATION REQUESTS**

Reschedule/Cancellation requests **WILL NOT** be accepted the week of your scheduled seminar/exam or exam date. No transfers or cancellations will be accepted after the above transfer deadline. Failure to show up (“No Shows”) for your scheduled seminar/exam or exam will result in forfeiture of the fees.

ALL FEES ARE NONTRANSFERABLE. FEES ARE SUBJECT TO CHANGE WITHOUT NOTICE. AWS RESERVES THE RIGHT TO CANCEL ANY SEMINAR AND/OR EXAM IF THERE ARE AN INSUFFICIENT NUMBER OF PARTICIPANTS. IN THE EVENT OF CANCELLATION BY AWS, ALL SEMINAR/EXAM FEES WILL BE REFUNDED IN FULL, OR THE PARTICIPANT MAY TRANSFER TO THE NEXT AVAILABLE SEMINAR AND/EXAM OR EXAM. IN EITHER CASE, AWS SHALL HAVE NO FURTHER LIABILITY.

In accordance with the **Americans with Disabilities Act** (ADA), AWS strives to accommodate all participants with special needs. If you require assistance, please inform the AWS Certification Department, (800) 443-9353, ext. 273, well in advance of the date of the exam.

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 This form must be signed by the applicant and returned with your completed exam application in order to receive confirmation for the exam. Please retain a copy for your records.

\_\_\_\_\_  
 Applicant’s Signature

\_\_\_\_\_  
 Date