



CWI/CWE Re-Exam Program Package

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CWI/CWE Re-Exam Information

The CWI/CWE Re-Exam Application is to be used only by those individuals who have taken the AWS CWI/CWE examination, and whose score(s) did not qualify them for CWI and/or CWE certification.

If you are taking the re-exam for CWI certification and the average of the three parts of your **INITIAL** exam was less than 72%, you are required to retest all three parts. If your average was $\geq 72\%$ on your **INITIAL** exam, you may retest only the parts on which you failed to achieve the CWI passing grade. Your first retest must occur **WITHIN** one (1) year following the date of your **INITIAL** exam; otherwise, you must provide evidence of 40 hours of additional training before being allowed to retest. If a second or third retest is required, you must provide evidence of 40 hours of additional training before being allowed to retest in each case. A maximum of three (3) retests are permitted in the three-year period from your initial exam date.

If you took the CWI Part B exam or an endorsement exam for 9-Year Recertification and failed the 72% minimum, you are permitted to retest only the same exam under the rules noted in the previous paragraph. You are not permitted to switch to another 9-year recertification option once you have committed to recertifying by examination.

If this re-exam is for CWE certification only, you are required to retest only on the part [Part A or Part B] you failed to successfully pass at the CWE level ($\geq 60\%$). Furthermore, no Visual Acuity Record (VAR) is required for CWE retests.

VISUAL ACUITY RECORD (VAR):

The VAR that is currently in your certification file cannot be dated more than (7) months prior to the date of your re-exam. If it exceeds (7) months, you will be required to provide a new Visual Acuity Record. A new or current copy of the VAR must accompany your retest application; otherwise, your application will not be processed.

RE-EXAM FEES:

Please refer to the enclosed AWS Price List for all applicable fees. All checks and money orders are made payable to AWS. Payment must accompany your application. No certification documentation will be released until payment has been fully satisfied.

PLEASE BE SURE TO VERIFY OR INCLUDE THE FOLLOWING BEFORE SUBMITTING YOUR APPLICATION TO AWS:

- Check the appropriate box indicating the type of re-examination for which you are applying.
- Complete the application (the address indicated on the application is where your documents will be mailed).
- Include a copy of a current or new Visual Acuity Record (VAR) if you are retesting for CWI certification.
- Include payment with the application.

Please be advised that you will be notified as soon as your application has been processed and your test date and site confirmed. We strongly urge applicants to allow ample processing time so that we may serve your certification needs efficiently and accurately. **FAXED APPLICATIONS ARE NOT ACCEPTED**

If there are any questions or concerns regarding the CWI/CWE Re-Exam process, please feel free to contact the AWS Certification Department at: 1-800-443-9353, ext. 273. Our Certification Coordinators are available to assist you Monday through Friday from 8:00 am to 5:00 pm.



American Welding Society

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

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 a 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 (≥ 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 (≥ 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: _____



AWS EXAM CANCELLATION REFUND POLICIES AND OTHER FEES

CANCELLATION REFUND POLICY FOR SEMINAR ONLY

Cancellations must be in writing and received two weeks prior to the first day of the seminar. Registrants will be refunded in full, less a **\$75 administrative fee**. If your cancellation notice is received less than two weeks prior to the seminar, you will be refunded your registration fee, less **\$175 administrative fee**. Substitutions or transfers to another site with two weeks notice are complimentary. No shows forfeit all registration fees.

CANCELLATION REFUND POLICY FOR BOTH SEMINAR AND EXAM

Cancellations must be in writing and received 2 weeks prior to the first day of the seminar. Registrants will be refunded in full, less a **\$75 administrative fee**. Registrants canceling less than 2 weeks before the first day of the seminar will be refunded the registration fee less a **\$315 administrative fee**. No shows forfeit all fees. AWS reserves the right to cancel any exam preparation seminar and/or exam if there are an insufficient number of participants. In the event of cancellation by AWS, all fees will be refunded in full, or the participant may transfer to the next available seminar. In either case, AWS shall have no further liability.

CANCELLATION REFUND POLICY FOR EXAM ONLY

The Certification Business Unit **MUST** receive cancellation Request Forms no later than 2 weeks prior to the exam date. If your cancellation is received less than 2 weeks prior, you will be refunded the full amount less a **\$140 exam cancellation fee**.

PROCESSING FEE

Included with all certification exam prices, there is a **\$75 processing fee**. If you do not qualify to sit for the AWS certification exam, you will be refunded in full less a **\$75 processing fee**.

FAST TRACK PROCESS FEE

Application Submission Deadline is 6 weeks prior to the scheduled test date. However, if your application is received after the 6 weeks period, AWS will expedite your application process in order to accommodate you for your requested test site. A **\$250 Fast Track Process Fee** will be assessed for this service. Please note that AWS cannot guarantee space at a test site once test materials have been shipped.

RESCHEDULING EXAM FEE

Once an application is qualified and processed, a **\$140 rescheduling fee** will be assessed if an applicant requests a test site change within 2 weeks of the exam date. A Request to Change Test Site Location Form must be completed and received by the Certification Business Unit within 2 weeks of the exam date.

EXAM NO SHOW PENALTY FEE

If an individual fails to cancel, he/she agrees to forfeit all fees.

AWS RECOMMENDS YOU USE PRIORITY MAIL WITH TRACKING OPTION WHEN SUBMITTING YOUR APPLICATION.

FEES ARE SUBJECT TO CHANGE WITHOUT NOTICE

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.