



# Senior Certified and Certified Welding Inspector Renewal Program

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## **SENIOR CERTIFIED and CERTIFIED WELDING INSPECTOR RENEWAL PROGRAM INFORMATION**

The renewal of your certification is part of the process of maintaining your certification in accordance with AWS QC1, *Standard for AWS Certification of Welding Inspectors*. For your convenience, you can download and print AWS QC1 by visiting our website at: <http://files.aws.org/certification/docs/QC1-2007.pdf>.

Please complete the renewal application and submit it to AWS before your certification expiration date. The application may be submitted up to six months prior to the current expiration.

Please note that it is your responsibility to renew your certification before it expires. If you fail to renew before the expiration date, your certification is expired on your expiration date. If you exceed the 60-day administrative extension period (from your expiration date) to renew, you will not be allowed to renew your certification and you will be required to test on all three parts of the Welding Inspector examination to be recertified.

To qualify, renewal applicants must attest to having no period of continuous inactivity greater than two years in inspection activities as defined in AWS QC1, *Standard for AWS Certification of Welding Inspectors* and AWS B5.1, *Specification for the Qualification of Welding Inspectors*, during the previous three years of certification.

Additionally, you must also provide a current Visual Acuity Record with your application. The Visual Acuity Record cannot be dated more than seven months prior to the expiration date of your current certification.

### **NOTARIZATION**

Please note that it is **MANDATORY** that all applications are notarized. There will be **NO EXCEPTIONS** to this rule. Applications without proper notarizations will not be processed.

### **CWI UPGRADE**

Applicants whose scores on each part of the examination met the requirements of AWS QC1 for CWI level certification but did not meet the experience requirements of AWS B5.1 may request an upgrade from the Certified Associate Welding Inspector (CAWI) level to the Certified Welding Inspector (CWI) level once the experience requirements are met.

The CWI shall not upgrade to the Senior Certified Welding Inspector (SCWI) level without complying with the requirements of AWS B5.1 and QC1.

### **CAWI STATUS**

AWS QC1:2007 has new provisions affecting CAWIs that became effective January 1, 2007. The new rules state that Certified Associate Welding Inspectors will no longer be allowed to renew or recertify at the CAWI level. CAWIs must retest and score at the certified welding inspector's cutoff of 72% to retain any certification.

### **RENEWAL AND UPGRADE FEES**

Please refer to the AWS Certification Price List for all applicable fees. All checks and money orders should be made payable to AWS. Payment must accompany your application.

The standard application processing time is six weeks. Applications cannot be faxed in so please be prompt in submitting your application.

We recommend you use priority mail with tracking options when mailing your application. If you choose to apply, please send your application package to:

American Welding Society  
550 NW LeJeune Road  
Miami, Florida 33126

**PLEASE RETAIN A COPY OF YOUR COMPLETED APPLICATION FOR YOUR RECORDS.**

If you have questions, give us a call at (800) 443-9353, extension 273.



NAME \_\_\_\_\_ SS# \_\_\_\_\_

**REQUIREMENTS:** (PLEASE REFER TO AWS QC1, *STANDARD FOR AWS CERTIFICATION OF WELDING INSPECTORS* FOR FURTHER DETAILS)

- The period of validity for AWS SCWI and CWI certification is three (3) years. The SCWI/CWI shall be responsible for maintaining a current address with the AWS Certification Department. To be eligible for renewal, the CWI must:
  - o Submit an approved renewal application to the AWS Certification Department by the expiration date of the current certification and no earlier than 6 months prior to the expiration date of that certification.
  - o AWS may send a renewal notice, but if not received, **it remains the responsibility of the SCWI/CWI to renew on time.**
- The SCWI/CWI requesting renewal of certification shall attest to having no period of continuous inactivity greater than two years in activities described in AWS B5.1 and QC1 during the previous three years of certification.
  - o SCWI/CWI not meeting the requirements of 15.4 from AWS QC1:2007 may renew by taking the CWI part B Practical exam and meet the scoring requirements of 6.2.2 of QC1:2007.
- SCWI/CWI certification renewals are limited to two consecutive three-year periods.

(REPRODUCE THIS FORM AS NECESSARY TO RECORD THE CLAIMED EXPERIENCE.)

**QUALIFYING WORK EXPERIENCE – RESUMES NOT ACCEPTED**

**\*\* NOTE:** PLEASE DUPLICATE THIS SECTION FOR EACH ADDITIONAL EMPLOYER IN ORDER TO MEET THE QUALIFYING WORK EXPERIENCE REQUIREMENTS FOR SCWI/CWI ELIGIBILITY.

\_\_\_\_\_ I understand that all work experience documented on this application may be verified with both past and present employers.  
*(Initials)*

Company Name: \_\_\_\_\_ Phone: (\_\_\_\_) \_\_\_\_\_

Mailing Address: \_\_\_\_\_

City: \_\_\_\_\_ ST/Prov.: \_\_\_\_\_ Zip: \_\_\_\_\_ Country: \_\_\_\_\_

Supervisor / Personnel Manager: \_\_\_\_\_ Dept/Div.: \_\_\_\_\_

Supervisor / Personnel Manager's E-mail: \_\_\_\_\_

<i>JOB TITLE: (only for the employer listed above)</i>	FROM MONTH/YEAR	TO MONTH/YEAR

**VISUAL ACUITY**

All applicants must submit evidence of visual acuity as noted on a completed AWS Visual Acuity Form that must be attached to this application dated no more than seven (7) months prior to the expiration date of the certification.

**NOTARIZATION**

All applicants must complete this section.

I hereby certify that I have read the requirements contained in the AWS QC1, *Standard for AWS Certification of Welding Inspectors*. Further, I agree to comply with the existing requirements and any subsequent requirements, which may be instituted by AWS. I certify that the information I have included on this application is true; I understand that any false statement will nullify this application; I give permission to AWS to verify this information.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Sworn to and subscribed before, this \_\_\_\_\_ day of \_\_\_\_\_ of year \_\_\_\_\_

My commission expires \_\_\_\_\_ Notary Public \_\_\_\_\_

Signature \_\_\_\_\_



# 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 ( $\geq 30.5$  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: \_\_\_\_\_



## **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.