



**4 Easy Ways to Register with this Form**

**PHONE**

Call 800-443-9353, ext. 455  
Outside the US call  
305-443-9353, ext. 455

**FAX**

305-648-1655

**EMAIL**

Send a completed copy electronically to [sharon@aws.org](mailto:sharon@aws.org)

**MAIL**

Mail registration form to: American Welding Society, P.O. Box 440367,  
Miami, FL 33144-0367

**Schedules** Seminar schedules are available on line at [www.aws.org/certification/docs](http://www.aws.org/certification/docs) or by calling AWS at ext. 455.

**AWS Certification Exams** Registering to attend a seminar does not automatically qualify you to take a certification exam. An exam application must be submitted separately to the Certification Dept. six weeks before the exam date you select. Call to request an application to qualify for the exam at 800-443-9353, ext. 273, or download the appropriate application from our website at [www.aws.org/certification/docs](http://www.aws.org/certification/docs)

Please print - for additional registrants please copy this form and send one form for each individual.

**Please Register Me for**

Seminar Name	Location/Site Code	Date	Price
How did you find out about this seminar? _____			
Are you an AWS member? If yes, please provide your Member No. _____			
Name _____			
Title _____			
Company _____			
Department _____			
Address _____			
City State Country Zip/Postal Code _____			
Business Phone _____		Business Fax _____	Email _____

**Method of Payment:**  Bill Me (AWS members only)  Bill My Company (Must include Purchase Order No.) P.O. No. \_\_\_\_\_  
 Check  Money Order  VISA  MasterCard  American Express  Diners Club  Discover  Carte Blanche  
 Card No. \_\_\_\_\_ Signature \_\_\_\_\_ Exp. Date \_\_\_\_\_  
 Please send me the FREE AWS CATALOG.

**Everyone can benefit from attending an AWS Seminar**

All professionals can benefit from attending an AWS seminar. AWS seminars meet the highest standards for professionalism and technical expertise. These preparation seminars are proven and sponsored by the American Welding Society, which publishes welding codes and standards used worldwide.

**Confirmation**

You'll receive a registration confirmation indicating seminar date, site, and hotel information. Check it for accuracy.

**Special hotel rates**

The hotel information will be included in your seminar confirmation package, or you can view it on the on-line schedule at <http://www.aws.org/w/a/certification/docs/schedules.html>. Due to limited availability please call the hotel and refer to the AWS room block to ensure that you receive the contracted rates negotiated by AWS.

**Professional Development or Contact Hours earned**

Professional Development (PDH) or Contact Hours are awarded for attendance at an AWS seminar. Contact AWS for the number of hours awarded for the seminar you are attending.

**Complimentary meals**

A complimentary group luncheon is included each day (Monday-Friday), creating a valuable opportunity to network with your peers.

**Special considerations**

In accordance with the American with Disabilities Act (ADA), AWS strives to accommodate all participants with special needs. If you require assistance, please call 800-443-9353, ext. 455, to inform AWS in advance of the seminar.

**Tax deductible**

The IRS grants an income-tax reduction for educational expenses and the cost of travel, meals and lodging if the purpose is to maintain or improve skills required in one's employment, trade, or business; or to meet specific requirements for an employer or law imposed as a condition for employment.

**AWS Membership**

If you are a nonmember who is attending the seminar your fee includes membership in AWS and will become active after the completion of the seminar.

**Cancellations & Refunds**

The Education Services Department MUST receive a cancellation in writing two weeks before the first day of the scheduled seminar. Registrants will be refunded in full, less a \$75 administrative fee. If a cancellation notice is received less than two weeks before, registrants will be refunded in full, less a \$175 administrative fee. Substitutions or transfers to another site with two weeks notice are complimentary. A No Show is liable for all registration fees. IMPORTANT: AWS reserves the right to cancel any seminar if the number of participants is insufficient. In the event of cancellation by AWS, all fees will be refunded in full, or the participant may reschedule to the next available seminar. Should a cancellation become necessary, AWS will attempt to contact all registrants verbally, no later than 10 days before the scheduled program. In either case, AWS shall have no further liability. We suggest you confirm your course status before making final travel plans, by calling 800-443-9353, ext. 455. If you are flying, we recommend you purchase refundable airline tickets.