



INSTRUCTIONS

Candidate completes both Sections A and B of this form then forwards the form to the respondent, who completes Section C following review of candidate's statements made in Section B. For more information please go to www.acicertification.org.

SECTION A—To be completed by the candidate

1. Candidate Name _____ Certification ID/Last 4 digits of SSN _____
Address _____ City _____ State _____ Zip _____
Present Employer _____ Employer Phone _____

2. Photocopy of front and back of ACI Concrete Field Testing Technician—Grade I wallet card attached (optional).

3. EDUCATIONAL BACKGROUND

Name of Institution	City & State	Degree Received or Credit Hours	Dates of Attendance
High School			
College/Technical School			
College/Technical School			
College/Technical School			

Attach a copy of your diploma, transcript, or other proof of education. **Do not send original versions of diplomas!**

- Copy of Diploma or documentation enclosed
- Copy of Diploma or documentation not enclosed; will be sent later. Please process this application pending receipt.

****If proof of education is not attached, candidate review will be suspended until received.****

SECTION B—To be completed by the candidate—please print

4. Employer (during time period in #5)

Respondent Name _____ Title (during time period in #5) _____
Employer Address _____ City _____ State _____ Zip _____

5. Term of working relations between candidate & respondent: From _____ To _____ = _____
Month & Year Month & Year Net # of Months

During this time period, the relationship of the respondent to the candidate was:

- Supervisor
- Employer
- Other—Please explain _____

6. Percentage of time in #5 that was spent in concrete inspection-related work:

List percentage here _____ % [100% = full time inspection employment based on a 40-hour work week. Provide a higher percentage if on average more than 40 hours per week were spent performing concrete inspection, or provide a lower percentage if on average less than 40 hours per week were spent performing concrete inspection (i.e, duties were split between concrete inspection and non-concrete inspection related work).]

7. List the percentage of time spent on the following areas of concrete inspection: **(Total MUST equal the percentage given in #6 above):**

- _____ % Formwork installation, reinforcements, embedments
- _____ % Sampling and testing of freshly mixed concrete
- _____ % Conveying, placing, consolidating, finishing, jointing
- _____ % Curing, protection, formwork removal
- _____ % Pavements, pilings and drilled piers, soil cement
- _____ % TOTAL

Continued on next page...

SECTION B—Continued

8. In this time period in #5, my work experience included:
- | | Yes | No |
|--|--------------------------|--------------------------|
| Decision making responsibility and authority | <input type="checkbox"/> | <input type="checkbox"/> |
| Verification of compliance with plans, specifications, codes | <input type="checkbox"/> | <input type="checkbox"/> |
| Evaluation of concrete construction in the field | <input type="checkbox"/> | <input type="checkbox"/> |
| Documentation and reporting of inspection results | <input type="checkbox"/> | <input type="checkbox"/> |

Candidate Authorization to Release Information

I authorize those whom I have given as references to furnish to the American Concrete Institute or its agents information concerning my work experience and other background relevant to the stated requirements of the American Concrete Institute Certification programs. I agree to release and hold harmless any individual, company or institution, including the American Concrete Institute, and any persons connected therewith from liability imposed by law in furnishing such information.

I understand that untruths or misrepresentation contained here-in constitute grounds for denial of certification.

Candidate Signature

Date

Print Name

SECTION C—To be completed by the respondent

Respondent—Please review all of the information provided by the candidate in Section B. You are being asked to verify work experience in order for this candidate to meet qualifications for certification as an ACI Concrete Transportation Construction Inspector. Please note that the disclaimer signed by the candidate in Section B above releases you from civil liability in regard to statements, provided to the best of your knowledge, about the candidate, and establishes that the candidate is freely requesting that you provide this information.

1. The information provided in Section B is:
- Correct as stated. Correct as modified.

Take note of stated dates and time periods, job responsibilities, etc., and correct any and all inconsistencies and ambiguities by writing in corrections in Section B.

2. In the time period listed in Section B, #5, I would characterize the candidate's job performance as:
- Satisfactory Unsatisfactory No Opinion

NOTE: If any box other than "Satisfactory" is checked, explain reasons in detail below.

3. Comments
- _____
- _____
- _____

Respondent Verification

I have honestly evaluated the information being submitted on this form by the candidate. I have supplied whatever modifications may have been necessary to make all statements here-in conform to the truth, to the best of my knowledge. I submit this form in the belief that it contains no misrepresentations whatsoever.

Respondent Signature

Date

Print Name

Title

Respondent's Present Employer

Respondent's Employer Telephone

Respondent's Email

****IMPORTANT NOTE TO RESPONDENT****

The candidate should not see this form after you have completed Section C.
Return the completed form to the American Concrete Institute in a sealed envelope.