

INSTRUCTIONS

Applicant completes both Sections A and B of this form then forwards the form to the respondent, who completes Section C following review of applicant statements made in Section B. See the *Inspector Workbook, CP-20* for complete instructions.

SECTION A - to be completed by the applicant - please print

1. Applicant Name _____ Last 4 digits Social Security # _____
 Address _____ City _____ State _____ Zip _____
 Present Employer _____ Employer Phone _____
2. Photocopy of front and back of current valid ACI Concrete Field Testing Technician — Grade I wallet card attached.

3. EDUCATIONAL BACKGROUND

Name of Institution	City & State	Degree Received or Credit Hours	Dates of Attendance
High School			
College/Technical School		<input type="checkbox"/> Mark here if ABET-accredited	
College/Technical School		<input type="checkbox"/> Mark here if ABET-accredited	
College/Technical School		<input type="checkbox"/> Mark here if ABET-accredited	

Attach copies of diplomas, transcripts, or other proof of education as stated in the *Inspector Workbook*:

- Diploma or documentation enclosed
 Diploma or documentation not enclosed; will send later; please process this application pending receipt.

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

SECTION B - to be completed by the applicant - 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 applicant & respondent: From _____ to _____ = _____
month & year month & year Net # of months
- During this time period, the relationship of the respondent to the applicant was:
 Supervisor Employer Other - Describe _____
6. Percentage of time in #5 that was spent performing 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-inspection work).]
7. List the percentage of time spent on the following areas of concrete inspection (**Total MUST equal the percentage given in #6**):
- _____ % Formwork installation, reinforcements, embedments
 _____ % Sampling and testing of freshly mixed concrete
 _____ % Conveying, placing, consolidating, finishing, jointing
 _____ % Curing, protection, formwork removal
 _____ % TOTAL

SECTION B - continued

8. During the 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"/> |

Applicant 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.

Applicant Signature Date

Print Name

SECTION C - to be completed by the respondent

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

Present Employer Employer Telephone

****IMPORTANT NOTE TO RESPONDENT****
The applicant should not see this form after you have completed Section C.
Return the completed form to the applicant in a sealed envelope.