

# ACI Concrete Laboratory Testing Technician — Grade II Examinee Information

## What do I need to do to be certified as an ACI Concrete Laboratory Testing Technician - Grade II?

You need to be certified as an ACI Laboratory Testing Technician — Grade I, successfully complete a written examination and a performance examination, and supply evidence of work experience.

*Please note: If you are also recently ACI Certified as a Concrete Field Testing Technician, Concrete Strength Testing Technician, Aggregate Field Testing Technician, or Aggregate Laboratory Testing Technician at the time of the performance examination, certain performance components may be waived. You will be required to show your ACI wallet card(s) to the examiner(s) at certain times during Grade II performance exam.*

## How much work experience do I need for certification?

You must provide evidence of one year (2000 hours) of verified work experience in laboratory testing of concrete and concrete aggregates. You may substitute up to half (1000 hours) actual work experience as follows:

Attendance at a full Laboratory Testing Technician — Grade I training course	—	<b>250 hours</b>
Attendance at a full Laboratory Testing Technician — Grade II training course	—	<b>250 hours</b>
Associate's degree in Civil Engineering or Construction Technology (copy of diploma or transcript required)	—	<b>500 hours</b>
Bachelor's degree in Civil Engineering or Construction Technology (copy of diploma or transcript required)	—	<b>1000 hours</b>

## How is this work experience verified?

The work experience is verified by your former and/or present employer(s); these persons are called **RESPONDENTS**.

## What forms do I need?

You need Form D5 and the INFORMATION FOR RESPONDENT.

## What do I do with the forms?

**Form D5 and INFORMATION FOR RESPONDENT sheet** — Complete Sections A and B of Form D5 and send to the respondent along with the INFORMATION FOR RESPONDENT. Send one package of these forms to as many respondents as needed to prove the amount of work experience that applies to your particular situation as described above. The respondent completes Section C and returns it to you in a sealed envelope. Bring the sealed envelope(s) containing the forms with you along with your transcript(s) or diploma(s) (if applicable) to the written exam session, or mail to the ACI Certification Department at:

PO Box 9094  
Farmington Hills, MI 48333

**ACI Concrete Laboratory Testing Technician — Grade II  
INFORMATION FOR RESPONDENT**

**You are asked by an applicant for ACI certification to be a respondent in order to verify information concerning the applicant's work experience and are asked to complete, sign, and return Form D5.**

WHAT THIS MEANS: An individual who wishes to apply for certification as a Concrete Laboratory Testing Technician — Grade II must submit an Examinee Application (Form D5). For certification as a Concrete Laboratory Testing Technician — Grade II, the statements made on this form, or affidavit, must be verified by a respondent. You have been selected as a respondent because you are in a position to verify the part of the applicant's work history with which you are familiar.

**COMPLETING THE FORMS**

**FORM D5** (Examinee Application)

This form is used to indicate the applicant's previous work experience. Sections A and B should be already completed by the applicant. You are being asked to complete Section C and sign the form.

If you feel the hours stated in Section B are not accurate in your judgment, or if any other information is deficient, please cross it out and write in your correction. Applicants are in no way penalized for having forms with information that has been modified by the respondent, unless intentional deception is involved.

**Please return the form(s) promptly to the applicant in a sealed envelope.**

If any questions or uncertainties arise regarding the meaning of these instructions, please contact  
the ACI Certification Department at (248) 848-3790.