



INSTRUCTIONS

Candidates seeking Concrete Laboratory Testing Technician—Level 2 (CLTT2) certification either complete **Section A** and send the form directly to ACI, or complete **Section A** and **Section B**, and send the entire form to the named Respondent. The Respondent completes **Section C** and sends the form directly to ACI. All information must be complete and legible.

Work experience can be performed under multiple employers/companies, resulting in multiple Work Experience Forms sent to various Respondents to meet the requirements. You are responsible for contacting as many Respondents as necessary to submit the required amount of work experience.

QUALIFICATIONS

Candidates must complete one year (2000 hours) of approved work experience. One-half (1000 hours) of the work experience may be substituted with a minimum of 60 credit hours of advanced education.

SECTION A—To be completed by the Candidate

Candidate Name: _____ Certification ID/Last 4 digits of SSN: _____

Address: _____

Candidate Phone: _____ Candidate Email Address: _____

Please check which of the following you are submitting on this form:

- Work experience related to laboratory testing of concrete—total of 2000 hours required (using separate forms, if necessary).

Complete Section B and forward this form to your Respondent.

- Minimum of 60 credit hours of advanced education, substituting for 1000 hours of work experience (1000 hours of work experience required on additional form(s)).

Include Cert. ID above, sign below (Skip Section B), and forward this form directly to ACI along with a copy of your education transcript.

SECTION B—To be completed by the Candidate

Employer (during work experience): _____

Respondent Name: _____ Respondent Title: _____

Duration spent working with this Respondent from: _____ to _____ = _____
MM/YY MM/YY Net # of Months

Hours worked: _____ × _____ = _____
Net # of Months Average Hours Worked per Month Total # of Hours

Candidate Authorization to Release Information

I authorize the Respondent to supply to ACI, or its agents, information concerning my work experience and other background relevant to the stated requirements of the CLTT2 certification program. I agree to release and hold harmless any individual, company or institution, including ACI, and any connected persons from liability imposed by law in supplying such information.

I understand that any false information or misrepresentation constitute grounds for denial of certification.

Candidate Signature Name (Print) Date



SECTION C—To be completed by the Respondent

A Candidate seeking CLTT2 certification has selected you to verify their work experience based on your professional relationship to them. Please review the information provided by the Candidate in **Section B**, and return the form to ACI.

Note that the disclaimer signed by the candidate in **Section B** releases you from civil liability regarding statements, provided to the best of your knowledge, about the candidate, and establishes that the candidate is freely requesting that you provide this information. If any information provided in **Section B** is incorrect, inconsistent, or ambiguous, please mark and initial those corrections.

Candidate Name (Print): _____

The information in Section B is: Correct as stated Correct as modified

I, the Respondent, have honestly evaluated the information provided on this form by the Candidate. I have supplied any modifications necessary to make all statements accurate, to the best of my knowledge. I submit this form attesting that it contains no misrepresentations or false information.

Respondent Signature: _____ Date: _____

Respondent Name (Print): _____

Respondent Employer/Business: _____

Business Website: _____

Business Address: _____

Respondent Title: _____ Respondent Business Phone: _____

Respondent Business Email: _____

Return completed form to ACI:
 Email: aci.certification@concrete.org | FAX: (248) 848-3793
 ACI Certification
 38800 Country Club Drive
 Farmington Hills, MI 48331

For more information, contact ACI Certification at:
 (248) 848-3790
 www.acicertification.org