



CERTIFICATION PROGRAMS

Certification Bulletin:	2019-06.1
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Bulletin Title:	Site Audit Rescheduling
Inquiries:	certification@aisc.org
To:	All Erector Participants

Erectors must have an active jobsite at the time of their site audit. Mock exercises are not a substitute for an active jobsite. Erector mock exercises are available for the Metal Deck and Seismic Endorsements only.

- If a jobsite is not available for the scheduled audit date, the office portion of the audit will still be conducted on the first day of the audit date.
- If a jobsite is not available at this time, the jobsite portion of the audit will be rescheduled for a later date. Participants must fill out the *AISC Audit Date Change Request* form (www.aisc.org/reschedule) to notify AISC when a jobsite will be available.
- Your separate jobsite audit must be completed a minimum of 45 days before the expiration of your certificate--to avoid your certificate expiring.
- If your office portion of the audit has been completed, we will allow you an additional 60 days past your certificate expiration to complete your jobsite audit--however, your certificate will not be extended during this time nor will your certification month.
- If a jobsite is not available for the scheduled audit date, and the participant wishes to reschedule both the office AND jobsite portions to have them occur at the same time, a rescheduling fee will apply as shown in Chart 1 in Bulletin 2019-06.

How to get help

The AISC Certification team is always available to answer your questions at certification@aisc.org or 312.670.7520.