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.