



CERTIFICATION PROGRAMS

The Portal has tabs that allow you to access information about your account, audits, company contacts for AISC Certification and QMC, and invoices.



AISC Participant Portal

Welcome to the new Participant Portal! You'll be able to see your account information and current contacts, plus you'll have access to your audit and invoice details. If you have any questions, please contact us at either certification@aisc.org or 312-670-7520. Thank you!

CERTIFICATION REQUESTS

[UPDATE COMPANY PROFILE](#)

[PAY INVOICE](#)

[WITHDRAW CERTIFICATION](#)

CERTIFICATION REFERENCE LINKS

[Find A Certified Company](#)
[AISC Homepage](#)
[Certification Bulletins](#)
[Our Quarterly Newsletters](#)
[NASCC Sessions](#)
[Resources](#)
[Certified Fabricators' Site](#)
[Certified Erectors' Site](#)



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Account:

Here you will find the account name, the state/province/city in which the account is located, and the certification ID number. For firms that hold multiple certificates, this page will show the details of the master account.

The screenshot shows a web application interface for the AISC Certification Programs. At the top, there is a navigation bar with links for Home, Account (which is underlined), Audits, Cases, Contact, and Invoices. Below the navigation bar, the page title is 'Accounts Participant List All Accounts'. There is a search bar with the placeholder text 'Search this list...' and a 'Printable View' button. The main content area displays a table with the following data:

Parent Account ↑	Account Name	Facility State/Province	Facility City	Certification ID
1	HoneyFab	Illinois	Chicago	2023-6-16-005705F



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If you need to access a particular account, just click on the link corresponding to the account you wish to see.

The screenshot shows a web application interface for account management. At the top, there is a navigation menu with links for Home, Account, Audits, Cases, Contact, and Invoices. Below the menu, the page title is 'Accounts Participant List' with a dropdown menu set to 'All Accounts'. A search bar is present with the text 'Search this list...'. To the right of the search bar are icons for settings, list view, refresh, and a dropdown arrow. A 'Printable View' button is also visible. The main content area displays a table with one row of data. The table has columns for Parent Account, Account Name, Facility State/Province, Facility City, and Certification ID. The 'Account Name' cell contains the text 'HoneyFab', which is circled in red. The 'Facility State/Province' is 'Illinois', 'Facility City' is 'Chicago', and 'Certification ID' is '2023-6-16-005705F'. The table is sorted by Parent Account and filtered by All accounts.

Parent Account ↑	Account Name	Facility State/Province	Facility City	Certification ID
1	HoneyFab	Illinois	Chicago	2023-6-16-005705F



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This will take you to the individual account detail page.

Home Account Audits Cases Contact Invoices

Account Name: HoneyFab
Parent Account: _____
Client Type: Fabricator
Employees: 65
Logo Link: _____

Phone: _____
Website: _____

▼ Certification Information

Certification ID: 2023-6-16-005705F

▼ Address Information

Facility Address: 1437 W. Sherwin, Chicago, Illinois 60626, United States
Mailing Address: _____



▼ Contacts

Certification Contact: [Loren Thomas](#)
Quality Contact: [Honey Honey](#)
Accounting Contact: [Loren Thomas](#)

Principal Contact: [Honey Honey](#)
New York Contact: [\[icon\]](#)

▼ Certifications (6+)

Certification	End Date	Status
Building Fabricator		▼
Bridge Fabricator...		▼
Highway Compo...		▼
Fracture Control ...		▼
Complex Coating ...		▼
Fracture Control ...		▼

[View All](#)



Audits:

This page shows the certificate accounts to which you have access, along with the current and previous years audits associated with that account. You will also see the audit date and scope. Clicking on an audit number (not the account name) will bring up more information about that particular audit.

Please note that only certificate renewal audits after June 1, 2022 appear in the Portal, and your firm will have access to the Portal only while certified.

Account	Audit Number	Audit Date	Audit Scope
HoneyFab	A-005776	1/26/2023	R1

[View All](#)



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Clicking on an audit number takes you to the audit homepage shown below. This is also where you can access audit findings, upload CAR evidence, and download your certificate.

Home Account Audits Cases Contact Invoices

Audit A-005776 [Submit CAR Evidence](#)

Account: [HoneyFab](#) Audit Date: 1/26/2023

Please use the 'Submit CAR Evidence' button (top right) to upload your files for CAR Evidence submission.

Auditor Details

Audit Location: On Site

IsLastYear:

Auditor: [Wise Wolves](#)

Audit Plan Status: Submitted

Scheduling Details

Audit Date: 1/26/2023

Audit Duration: 1

Participant Details

Account: [HoneyFab](#)

Case:

Audit Details

Audit Scope: R1

Audit Results

Number of CARs: 0

Invoices (1) [View All](#)

Invoice Id	Status	Invoice Amount
IN-00019542	Sent	\$13,000.00

Files (4) [Add Files](#) [View All](#)

Cert00000334... Jul 18, 2023 • ...	Regional Table (1) Jul 13, 2023 • ...	AISC Home_A... Jul 13, 2023 • ...
AISC Home_A... Jul 13, 2023 • ...		



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Contacts:

The page below reflects the current address book of contacts for the certificate account to which you have access. It's important to keep this info updated so we can reach you with important information like audit dates, invoices, and--most importantly--your certificate download notice.

Contacts
Participant Contacts

2 items • Sorted by Name • Filtered by All contacts • Updated a few seconds ago

Search this list...

Name ↑	Account Name	Phone	Email	Title	Contact Owner Alias
Honey Honey	HoneyFab	1	honey@aol.com		
2 Loren Thomas	HoneyFab	+1	ggozler123@gmail.com		



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Click on each contact name to see the information on file.

The screenshot shows a web application interface with a dark blue navigation bar at the top containing the following menu items: Home, Account, Audits, Cases, Contact, and Invoices. A notification bell icon is visible in the top right corner of the navigation bar. Below the navigation bar, the main content area displays contact information for a user named 'Honey Honey'. The 'Name' field contains 'Honey Honey' and the 'Account Name' field contains 'HoneyFab' with a blue link icon. The 'Title' field is empty. The 'Email' field contains 'honey@aol.com'. The 'Phone' field contains '1'. There are two expandable sections: 'Address Information' and 'Additional Information'. The 'Address Information' section shows 'Mailing Address' as an empty field. The 'Additional Information' section shows 'Fax' as an empty field. On the right side of the page, there is a grey box with a red icon and the text 'Audits (AP Contact) (0)'.



Invoices:

The page is where you may access the details of your current and previous year's certificate renewal invoices.

Invoice Id	Audit Date	Invoice Amount	Invoice Sent Date
IN-00019542	1/26/2023	\$13,000.00	6/16/2023

[View All](#)

Clicking an invoice's number will show you more information about it, including the related audit date.



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You can also view or download a PDF of the invoice in the Files section.

The screenshot shows a web portal interface for the AISC Certification Programs. At the top, there is a navigation bar with links for Home, Account, Audits, Cases, Contact, and Invoices. Below the navigation bar, the main content area displays the details for an invoice with ID IN-00019542. The invoice is associated with the account 'HoneyFab' and has an initial type. The invoice amount is \$13,000.00, and the payment received is \$0.00. The invoice was sent on 6/16/2023, and the audit date is 1/26/2023. The duration is 1. The due date for payment is 6/30/2023. The invoice amount is \$13,000.00, and the payment received is \$0.00. There is a 'Files (1)' section showing a PDF file named 'IN-00019542' dated Jul 18, 2023. A 'View All' link is present below the file list. A 'New Note' button is located in the top right corner of the invoice details section.

Account	Invoice Type	Invoice Amount	Payment Received
HoneyFab	Initial	\$13,000.00	\$0.00

Invoice Information

Invoice Type	Initial	Invoice Sent Date	6/16/2023
Invoice Id	IN-00019542	Audit Date	1/26/2023
Record Type	Initial	Duration	1

Due Date Information

Payment Due Date	6/30/2023
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Payment Information

Invoice Amount	\$13,000.00
Payment Received	\$0.00

Files (1)

IN-00019542	Jul 18, 2023
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Although you can download the invoice from the Portal, you cannot use it to make a payment. Click the link on your Portal home page to access the online payment tool, or you can pay by check or wire transfer. Email certification@aisc.org for wire transfer instructions.