

Welcome to Scheduling 2.0!

We've been working behind the scenes to simplify the logistics of AISC Certification scheduling. We announced Scheduling 2.0 at the 2019 NASCC: The Steel Conference in St. Louis, and now, we are rolling it out in 2020. Below, we answer how these improvements help you. If you have more questions, reach out to us at certification@aisc.org or 312.670.7520—and be sure to visit aisc.org/scheduling2 where we have Frequently Asked Questions, links to the below-referenced bulletins, and more.

How will this change help me?

- Starting in 2020, your audit will be scheduled for the **same week** each year. This will allow you to more easily plan your annual schedule, accounting for things like vacations, maintenance shutdowns, coordination with other outside audits, etc.
- Scheduling 2.0 is eliminating rescheduling fees, as long as you submit an approved rescheduling request within two weeks of the date you receive your invoice. See Bulletins 2019-06 and 06.1 for details.
- Starting in 2020, we'll be taking your location into account. This will help reduce the number of audit cancellations related to inclement weather and travel-related issues.
- AISC is always looking for ways to keep your certification fees as low as possible. The new system will reduce travel cost, which will help delay certification fee increases as travel costs continue to grow.

What happened with my certification fees in 2020?

During the Scheduling 2.0 transition period, most participants moved to a different certificate expiration month. While some had a longer period between their last expiration month, and others had a shorter period—regardless of this period, your audit fee was prorated accordingly. So, this prorated amount could be more or less than your annual fee, depending on how much your certificate expiration month shifted. In other words, you paid for the number of months you'll be certified during the Scheduling 2.0 transition.

Once the 2.0 transition is complete, the amount shown on the current fee schedules is what you will be charged every year.

We look forward to working with you to make this transition as easy as possible. We're confident that you'll benefit from the increased efficiency and stability in this revamped scheduling and audit process. If you have questions in the meantime, you can reach out to certification@aisc.org or 312.670.7520. AND be sure to visit aisc.org/scheduling2!

Will my audit be the same day every year?

Although we can't guarantee the exact same audit day, your audit schedule will take place the same week each year. The ISO 8061 date and time standard is used to define the week numbers.

Visit epochconverter.com/weeks/2020 for a list of 2020 week durations.

Will my audit week ever change?

It is possible. There are some exceptions that create scheduling conflicts for a particular week, such as NASCC: The Steel Conference, holidays, and natural disasters. We will make every effort to keep your audit date consistent and predictable, but your date may move by a week or two to work around these scheduling complications. We will also provide you with advance notice should we need to move your audit date due to a holiday or NASCC: The Steel Conference. Additionally, these changes to your audit week would only be temporary, and you would revert to your assigned week for future audits.

Why is Certification sending emails to someone who is no longer employed here?

We list your current principal, certification, A/P, marketing contacts on your annual invoice. If one of these happens to change, you need to update your Company Profile Form, as stated in PR 1.11.

Use the Company Profile Form at aisc.org/certprofile to notify us. Please remember you have to contact AISC Certification and Membership *separately* of any staff profile changes.



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