



# APPLICATION BOOKLET

## Council-certified Environmental Thermography Consultant

# CETC

### INSTRUCTIONS:

Candidates for the CETC must complete **three tasks** in order to become certified by the American Council for Accredited Certification:

- 1) Submit an eligible application (typed or neatly printed)
- 2) Pass the CETC examination with a score of 75% or better
- 3) Await board review of the completed application

#### Task #1: The application packet

This booklet contains all the information and forms necessary for the first task: completion of the application packet. In order to apply, please take the following steps:

1. \_\_\_\_\_ Determine your eligibility by reading the program description ([www.acac.org/forms/applications/cetcdescription.pdf](http://www.acac.org/forms/applications/cetcdescription.pdf))
2. \_\_\_\_\_ Complete, sign and notarize this application form.
3. \_\_\_\_\_ Attach copies of college transcripts if you claim college credit as part of your application.
4. \_\_\_\_\_ Attach official documentation for FOUR projects.
5. \_\_\_\_\_ Attach the application fee (credit card payments are also accepted in the Council office via phone or fax).

#### Task #2: The CETC examination

Once your completed application (including payment) is on file with the Council office, you may register for the CETC exam by calling (888) 808-8381. The Council staff will assist you in selecting a testing center near you. For an updated list of exam topics and item references to use in test preparation, visit [www.acac.org](http://www.acac.org).

#### Task #3: Board review

Following a successful examination, the Council staff forwards the complete, eligible application to the CETC certification board. You will be notified within approximately two weeks after the board reviews your application.

**NOTE: IT IS THE CANDIDATE'S RESPONSIBILITY TO ENSURE THAT HIS OR HER APPLICATION IS COMPLETE AND ELIGIBLE.** Incomplete files will not be forwarded to the board for review. Please call the Council if you need assistance in determining your eligibility or in completing the application packet.



## ELIGIBILITY

The CETC requires a combined eight (8) years of post secondary science-related education and relevant field experience. Education should include disciplines related to the building sciences. Field experience should include investigations, consulting and/or report writing and must be documented by verifiable investigation reports or building investigation contracts included with the application.

### EDUCATION

High School/GED: \_\_\_\_\_ College/University: \_\_\_\_\_

City and State: \_\_\_\_\_ City and State: \_\_\_\_\_

Year of Graduation: \_\_\_\_\_ Degree and Year: \_\_\_\_\_

Major: \_\_\_\_\_

### YEARS OF ENVIRONMENTAL THERMOGRAPHY EXPERIENCE: \_\_\_\_\_

Please briefly describe your field experience performing infrared thermography inspections in fields related to building science.

**AFFIDAVIT:** By signing this application, I make the following statements:

- I am aware of and abide by all local, state and Federal regulations governing asbestos, lead and other hazardous materials.
- I agree to comply with the ACAC code of conduct and pledge myself to the highest ethical standards.
- I agree to restrict my use of the CETC to the activities for which certification has been granted.
- I agree to refrain from using the CETC in such a manner as to bring the ACAC into disrepute.
- I agree to refrain from making any statements regarding the CETC which the ACAC may consider misleading or unauthorized.
- I agree to refrain from using the CETC in a misleading manner.
- I understand that the CETC certificate remains the property of the ACAC.
- I agree to discontinue the use of all claims to the certification in the event that it is suspended or withdrawn and to return the CETC certificate promptly to the ACAC.
- I understand that the application fee is non-refundable.
- I agree to indemnify and hold harmless the ACAC and all its agents and employees from and against any liability whatsoever in connection with this application, the CETC examination and/or the granting of or failure to grant certification.

**Applicant Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Notary Public:** \_\_\_\_\_ **Expiration Date:** \_\_\_\_\_

**Notary Seal/Stamp:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Incomplete application packets will not be forwarded to the Board for review.**