ACI CAROLINAS CHAPTER
3122 FINCHER FARM ROAD
SUITE 100 - #548
MATTHEWS, NC 28105
TEL: (704) 608-5782

FIELD GRADE I CERTIFICATION
2027 SCHEDULE

CHARLESTON	JANUARY 27
CHARLOTTE	FEBRUARY 17
COLUMBIA	MARCH 17
RALEIGH	APRIL 21
GREENVILLE, SC	MAY 19

CHARLESTON	SEPTEMBER 8
CHARLOTTE	OCTOBER 6
COLUMBIA	NOVEMBER 3
RALEIGH	NOVEMBER 17
GREENVILLE, SC	DECEMBER 8

NOTE: Applicant must be an individual member, or his/her company must be a corporate member of ACI Carolinas Chapter in order to qualify for member rate!! ACI INTERNATIONAL MEMBERSHIP IS A SEPARATE MEMBERSHIP AND DOES NOT QUALIFY FOR MEMBER RATES.

	COST	LATE REGISTRATION	RE-TESTING ONLY WRITTEN	LATE FEE	RE-TESTING ONLY PERFORMANCE	LATE FEE
MEMBER	$610	$690	$350	$430	$350	$430
NON-MEMBER	$690	$770	$430	$510	$430	$510
RE-CERTIFICATION	SAME AS ABOVE FOR MEMBER OR NON-MEMBER		IF REGISTERING 15 OR LESS DAYS PRIOR TO THE EXAM DATE, THE LATE REGISTRATION FEE APPLIES.			

CANCELLATIONS MUST BE RECEIVED IN WRITING, WITH THE REASON FOR CANCELLATION, VIA EMAIL TO mbeare@aci-carolinas.org

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REGISTRATION FOR ALL EXAM DATES WILL BE CLOSED 10 CALENDAR DAYS PRIOR TO THE DATE OF THE EXAM

THIS EXAM IS OFFERED IN BOTH ENGLISH AND SPANISH VERSIONS

There will be one day for the written and performance exams. Location sites, exam times and workbooks (books for first-time and re-certification only) will be sent to each paid registrant at the address provided on the registration form.
Re-testing is available only to those who have failed a test and must retake the written or performance exam within one year of first taking the exam.

Late registration is 15 calendar days prior to the scheduled exam day.

REFUND POLICY: A refund of $150 will be given (a refund of $75 for written or performance retesting), if a cancellation is made 10 to 6 calendar days before the exam date.
NO REFUND AND NO TRANSFERS if cancellation is made 5 or less calendar days before the exam date.

Cancellations made 11 calendar days or more from the exam date will receive the cost of the exam minus a $200 fee for the cost of the book, access code, and processing fee.

Re-certification payment is the same as the member or non-member fees.

Applicants will be registered on a **first-come, first-serve basis**. Fees must be received **IN ADVANCE** in order to be considered registered. Places are **NOT "reserved."** The enrollment fee includes a workbook, access code for the study video, performance and written exams, and fees for instructors, sites and certificates. Payment is by check made out to "ACI Carolinas Chapter" or online at the website – www.aci-carolinas.org.

COPYRIGHT ALERT: If any certification candidate with photocopied workbooks or reference package shows up at any session, copies will be confiscated and reported to the ACI Certification Department. All materials are copyrighted materials of ACI.

Persons with Disabilities: If you have a disability that may impact your participation in this certification session, contact Mary Beare at mbeare@aci-carolinas.org, at least 8 weeks in advance, for information regarding accommodations. We cannot assure the availability of appropriate accommodation without prior written notification of need.

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2027 CERTIFICATION
FIELD GRADE I – ENGLISH OR SPANISH VERSION

****PLEASE PRINT ALL INFORMATION****

APPLICATIONS WILL NOT BE ACCEPTED WITHOUT PAYMENT!!

COMPANY _____ CONTACT: _____

MAILING ADDRESS _____

UPS STREET ADDRESS _____

CITY _____ STATE _____ ZIP _____

PHONE _____ **CIRCLE ONE**: **ENGLISH or SPANISH VERSION**

*****EMAIL** _____

TEST SITE _____ DATE _____

NAME/EMAIL _____ AMOUNT $_____

NAME/EMAIL _____ AMOUNT $_____

TOTAL DUE $_____

NOTE: **Applicant must be an individual member, or his/her company must be a corporate member of *ACI CAROLINAS CHAPTER* in order to qualify for member rate!!**

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REGISTRATION FOR ALL SESSIONS WILL BE CLOSED 10 CALENDAR DAYS PRIOR TO THE EXAM DATE.

MEMBERSHIP STATUS		*LATE REGISTRATION	PAYMENT METHODS
☐ MEMBER	$610.00	$690.00	Check made out to *ACI Carolinas Chapter* and mailed with the application to the address above.
☐ NON-MEMBER	$690.00	$770.00	
☐ RE-CERTIFICATION	SAME AS ABOVE FOR MEMBER OR NON-MEMBER		
*If registering 15 or less calendar days prior to the exam day, the late registration fee applies.			Credit Card Payments: Online at www.aci-carolinas.org

☐ MEMBER WRITTEN RE-TEST	$350.00	$430.00
☐ NON-MEMBER WRITTEN RE-TEST	$430.00	$510.00
MEMBER PERFORMANCE RE-TEST	$350.00	$430.00
☐ NON-MEMBER PERFORMANCE RE-TEST	$430.00	$510.00

REFUND POLICY: NO REFUND 5 OR LESS CALENDAR DAYS PRIOR TO THE EXAM DATE.

REFUND OF $150 ($75 if retest only) IF CANCELLATION IS MADE 6 TO 10 CALENDAR DAYS PRIOR TO THE EXAM DATE. Cancellations made 11 calendar days or more from the exam date will receive the cost of the exam minus a $200 fee for the cost of the book, access code, and processing fee.

***Persons with Disabilities*:** If you have a disability that may impact your participation in this certification session, contact Mary Beare at mbeare@aci-carolinas.org **at least 8 weeks** before the exam date for information regarding accommodations.

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