ONLINE APPLICATION FOR CERTIFICATION GUIDE

The online application process is the only access point to apply for certification examination for any program offered by ASNT.

DO NOT BEGIN UNTIL YOU HAVE ALL REQUIRED DOCUMENTATION
Before beginning the online application process, you must:

- Carefully review the qualifications and required documentation for your certification examination. While this is an online application, verification of some qualifications require the completion of specific forms and other documents be submitted.
- Print and complete the appropriate forms in addition to any other documentation required for your program such as academic transcripts.
- Scan all required documents to the device from which you will be completing the online app. You will be prompted to upload them through the application wizard.
- The online application will time out after 15 minutes of inactivity; after which you will need to start the process again.

What are the qualifications and required documentation for your certification examination?
Qualifications and Required Documentation references are available for each certification examination offered by ASNT. You are able to find all of these references on the ASNT website at ??????? or by clicking the links below:

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<tr>
<th>Forms to download/print:</th>
<th>ASNT NDT LIII</th>
<th>ASNT NDT LII</th>
<th>ACCP LIII</th>
<th>ACCP LII</th>
<th>IRRSP</th>
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NOTE: Each program has unique forms required to validate experience and training. Each form is attached to the certification reference document by program. Find the forms for your program on the ASNT website at https://www.asnt.org/MajorSiteSections/Certification/Get_Certified.aspx or print the reference for your certification.

Getting Started
A MyASNT account is necessary to enter the application system. Make certain that a unique email address is in your MyASNT record. This is necessary to ensure accuracy and confidentiality in processing your application
MyASNT link: https://www.asnt.org/MyASNT

Completing the Online Application
Choose the online application link for your specific certification program. Each application has a “wizard” specific to the chosen certification. The following pages will walk you through the general process of completing the application.

NOTE: The images of the online application system are representative of the overall process. The screens you may see while completing your application may vary.
Notice the certification name in the upper right corner. Please confirm this is the correct certification before proceeding.

If you are not already logged in to the ASNT website, you will be prompted.

Confirm your contact information. If you have more than one organization, address, or phone number on file with ASNT, you will be able to select which to use. If you need to add new information, you can do so by selecting, “MANAGE”.

If using a non U.S. address, you may get a message advising you that the address is in a region with a National Sponsoring Organization (NSO). You may choose to have your certification materials mailed to the NSO if this is an option by simply clicking the option box.

Consider this option if you have difficulty receiving addressed mail from outside of your region.
Choose the method(s) and discipline(s) for which you are applying.

NOTE: Discipline selection is only an option for some methods in certain certification programs.

Click “ADD” to confirm your selection

ASNT NDT Level III and ACCP Level III—If using education as a qualification, select the corresponding level attained. You will be prompted to enter your school information.

Attach the required verification as stated on the respective certification Qualifications and Required Documentation reference.

Select “NOT APPLICABLE” if appropriate.
All certifications –
Attach the completed experience form and additional documentation required for your certification.

Attach the completed training form and/or additional documentation required for your certification.

All certifications require a wallet card signature form to be completed in blue or black ink.

ACCP Levels II & III, IRRSP only –
Color digital photo (headshot) is required. You will be prompted to attach this file.

*ACCP Level II AWS CWI & SCWI only –
Attach the completed required visual acuity form

There are three statements you are required to read and agree to in order to continue the application.

Clicking on each statement will expand it below for review.

You MUST click the option box or you will not be able to proceed.
REVIEW YOUR APPLICATION: You will no longer be able to select “Back” to make changes to your application after continuing past this screen.

Review it carefully to confirm the method and disciplines selected for examination.

A summary of your attached documentation is listed for your review.

The cost of the application processing and the examination are combined. If you are an ASNT member, your cost will reflect your membership discount. If you are not an ASNT member, you will have an opportunity to add a membership to your checkout in order to take immediate advantage of the application processing and examination fee discount.

Select your method of payment.

CREDIT CARD PAYMENT ONLY – You have the option to expedite the processing of your application for an additional charge.

CHECK/WIRE PAYMENTS – Your application will only be held for 15 business days (3 calendar weeks). If no payment is received by the end of that time, your application will be discarded and you will need to complete that application process again.

*If you are in a region that is represented by a NSO accepting payments, you will have the option to select the NSO for direct payment. The NSO will send collected examination monies to ASNT in U.S. dollars
On the Checkout page you will confirm a billing address and credit card payment information.

After entering your payment information you will be taken to an Application Summary screen that will show your order.

If you chose to make payment by check/wire or send to your NSO, you will receive a statement that payment must be received in full before the application is processed.

The average processing time for completed certification applications is six weeks. If you submit an incomplete application, you will be contacted by email advising you of the missing requirements.