

Appendix C

American Institute of Constructors

Constructor Certification Commission Policy and Procedures

Fee Schedule

Policy – The Commission will maintain a schedule of all of its fees.

Responsibility – Board of Governors

Procedures – The following are the fees associated with applying and taking the Level I and Level II certification examinations and the maintenance of certification.

Application Fees

Level I Examination - \$165.00

Level I Examination Online University - \$200.00

Level I Examination 3rd Party Testing Site - \$235.00

Level II Examination - \$575.00

Level II Examination Exempt from Level I Examination - \$675.00

Late Fees

Late submittal of application for both examinations - \$25.00

Late CPD Maintenance fee for both Certificant Classifications - \$25.00

Application Refunds

Level I Examination - \$90.00

Level II Examination - \$190.00

Level II Examination Exempt from Level I Examination - \$310.00

Reexamination Fees

Level I Examination - \$ 155.00 (Paper/Pencil)

Level II Examination - \$500.00

Rescheduling Fee

Either Examination - \$110.00

Examination Preparation Study Guides

One electronic copy of the examination preparation study guide for the respective certification test is provided as part of the application fee.

Certification Maintenance Fees

AC Annual Fee - \$75.00

CPC Annual Fee - \$75.00

This fee is waived if the certificant is a member of AIC.

Reinstatement Fee

Both levels of certificants - \$50.00 per year plus \$25.00 a year late fee.

Appeals

Denial of admission to take examination:

- Level I Examination - \$40.00
- Level II Examination - \$50.00

Failure of Certification Examination

- Level I Examination - \$30.00
- Level II Examination - \$60.00

Denial of initial certification:

- Level I Examination - \$30.00
- Level II Examination - \$60.00

Denial of renewal of certification:

- Level I Examination - \$25.00
- Level II Examination - \$50.00

Revocation of active certification status

- Level I Examination - \$50.00
- Level II Examination - \$100

Revision History

Last Revised: 03/03/2022