



AWS CWI Certification Examination

The AWS/CWI exam is divided into 3 parts: Part A-Fundamentals / Part B-Practical / Part C-Code Book

New to 2020 is the AWS requirement that all applicants register for the CWI exam via the exam portal found on the AWS web page. A copy of the printable form is included to prepare you for the required information needed to complete your exam application online. In the past we have facilitated the exam registration for our students via emailed and faxed applications. AWS will now charge the applicant an additional \$125.00 registration fee if not completed thru the AWS online portal.

The **AWS exam fee is \$1,325.00** for a new applicant and this will include the cost of all three parts of the examination and a 3 year AWS membership. If you are already a current AWS member the exam fee is \$1,070.00. Exam fee is payable to (AWS) American Welding Society at the time of registration. The exam application process must be completed prior to the due date posted in our schedule to avoid additional fast track fees and to ensure availability of selected exam date.

<https://awsprodportal.aws.org/Profile/Credentials/Reset/Form.aspx>

A copy of the AWS/CWI exam application is attached to provide you with a hard copy of the required documentation.

REQUIRED DOCUMENTATION

- **2x2 Photo (Required in JPG)** – Upload a 2x2 color photo that meets the [Photo ID Requirements](#).
- **Proof of Identity (Required in PDF)** – Upload a copy of an official government passport or national ID (e.g., [driver's license](#)).
- **Visual Acuity Form (Required in PDF)** – Download and complete the [Visual Acuity](#) form. An eye examination must be administered by an Ophthalmologist, Optometrist, Medical Doctor, Registered Nurse, or Certified Physician's Assistant.
- **ADA (when applicable)** – Download and complete the ADA Disability Accommodations form. Candidates will be required to upload this form in PDF format during the application process if requesting special accommodations.
- **Employment Verification (Required in PDF)** – Download and complete the [Employment Verification](#) form. This form must be completed by your most recent employer only. All other employment references required to document your experience will need to be documented as specified below, and do not require a signature.
- **Qualifying Work Experience** – Candidates will be required to enter relative work experience which is applicable to the program. Candidates may need to enter more than one employer; therefore, please make sure that you have the following information ready for each employer entered:
 1. Company Name
 2. Company Phone Number
 3. Company Business Type
 4. Company Street Address
 5. Company City
 6. Supervisor's Name
 7. Supervisor's Email
 8. Title of Supervisor
 9. Applicant's Job Title
 10. Employment Start/End Dates
 11. Job Responsibilities
- **Education (when applicable)** – Candidates who are substituting work experience may upload a copy of their transcripts or diploma in PDF format during the application process. A copy of your H.S. transcript is not required.

Mailing Address: P. O. Box 925, Portland, TX 78374 Phone: (361) 643.3400 Fax: (361) 643.8442
Physical Address: 206 Lang Rd., Portland, TX 78374



Candidates applying for a certification exam MUST prepare their documentation prior to starting the application submittal process online. Specific application information will be required as listed below.

DO NOT Proceed with Creating a Portal Application Until You Have ALL Appropriate Documentation Digitally Available for Upload! Note: File size for each document upload cannot exceed 5.12 MB (or 5120 Kilobytes).

Please be aware that the only acceptable payment method available through the portal is credit card, PayPal, and ACH. If your issuing bank has a limit on daily transactions, please call and have the charges preapproved prior to registration. The exam fee charges will be withdrawn under the name of AWS Moto out of Miami, Florida. This charge is often flagged by bank entities as suspicious activity unless they have prior authorization.

Example Login

WELCOME, LET'S GET YOUR REGISTRATION STARTED!

For security purposes, the system will log you off after a few minutes of inactivity. We recommend that you gather all [pertinent application documents](#) prior to getting started.

For a tutorial on how to use our AWS Candidate Registration Portal, please [click here](#).

Login Credentials for Existing Accounts:

- **Username:** Type in the email address associated with your AWS member account. DO NOT use your AWS member number.
- **Password:** Type in the password associated with your AWS member account.

Login

[New member? Forgot your password? Not sure if you have a login?](#)

New applicants will need to set up a new account with AWS and select to have a temporary password emailed to them for access.

If you would like to fill out an exam application for the staff here at Base Line Data Career Center to review, please do so and email to info@BLDCareerCenter.com AWS is ultimately reviewing the exam application for approval but we are familiar with the requirements and we are here to help. If you registered thru the AWS Exam Portal on your own, please provide Base Line Data with a copy of your registration confirmation along with your enrollment forms so that we ensure you are being registered for the exam. Upon acceptance of your application, AWS will email you a confirmation letter with your new AWS membership number and the time slot and date of your part B exam. The confirmation email will also contain the two eligibility codes and instructions needed to register for your parts A and C thru the Prometric portal.

If you have all of the required documentation gathered to complete your exam application and do not have access to a computer you may email it to info@BLDCareerCenter.com and schedule a time to enter your exam application electronically into the AWS portal. If you choose this option you will need to sign a waiver to allow us access to your password and AWS account. Additional fees might be applied to cover the administrative costs of this service.



Registration Questions

I DON'T HAVE MY EXAM APPLICATION COMPLETED BUT I WANT TO GET REGISTERED FOR THE EXAMINATION TODAY. CAN I CALL AND MAKE PAYMENT OVER THE PHONE TO RESERVE A SPACE FOR ME UNTIL I CAN SEND IN MY APPLICATION?

No. You must submit an application either via the website by visiting app <https://www.aws.org/certification> or mailing in a paper application via regular mail along with full payment. Paper apps are subject to a \$125.00 process fee.

WE HAVE TO SEND IN A VISUAL ACUITY RECORD TO COMPLETE THE EXAM APPLICATION, BUT I AM COLORBLIND AND WEAR GLASSES. WILL I BE DISQUALIFIED FROM TAKING THE EXAM?

The Visual Acuity Record is needed but is not used to qualify you to take the CWI examination. It is strictly for employment purposes and the results are indicated on your CWI wallet card.

DO I NEED TO SEND IN PAYMENT WHEN I SEND IN MY CWI EXAM APPLICATION OR COMPLETE THE ONLINE REGISTRATION?

Yes, payment must be received in full before your application will be processed. This includes any outstanding balances or late fees. Only credit cards are accepted for payment when completing the online registration. Please ensure that the payment method has adequate funds and a daily limit for the full transaction amount is approved thru your issuing bank.

WHAT ABOUT AN AWS MEMBERSHIP? IS IT INCLUDED?

If you are a non-member seminar attendee who is not pursuing AWS certification (you have not paid application/exam fees), the seminar registration fee includes a one-year AWS membership. If you are pursuing AWS certification, your application/exam fees include a three-year AWS membership. Click here to learn more about the benefits of an AWS Membership.

Will I be allowed to return to an exam application once started to complete the needed information or upload additional forms?

No, once you begin the exam application process thru the AWS Portal be prepared to complete the application in full with all required documents available for upload. This application process is best completed on a computer with access to the scanned documents and might not be accessible on a mobile device.

Take a look at the attached information and please let us know if you have any other questions regarding forms, scheduling or application deadlines.

Misty Ralls

Base Line Data Career Center, Inc.

Education Department

361-643-3400

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www.BLDCareerCenter.com