



## ABAA Field Auditor Online Course Registration Form

<b>Applicant Name:</b>	<b>Date:</b>
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### Course Description:

- The role of the Field Auditor is to perform quality assurance audits of air barrier assemblies on new commercial and institutional construction projects during installation. Inspect installation and review materials for compliance with specifications, ABAA requirements, and manufacturer requirements.
- Complete audit reports, document audits with photos, and address specific areas which have noted deficiencies and require corrective action(s).

### Requirements

- Please follow the link below in order to review the auditor requirements and confirm whether this training is right for you: <http://www.airbarrier.org/education/auditor-courses/>
- Once you've reviewed these requirements, please send us your CV or résumé to [abaa@airbarrier.org](mailto:abaa@airbarrier.org) for review and enter "Attention Quality Assurance Department" into the subject line.

### Important Information:

- Students who cancel their registration with less than 5 business days' notice will not receive a refund.
- All students will receive a physical manual to study in preparation for the online exam.
- Those seeking certification will be required to write an online proctored exam which requires a webcam and microphone.
- An ABAA instructor will be available for a Q & A period following training. This will be determined on a "course to course basis."

### Please Note:

- Be advised that ABAA cannot guarantee the amount of work an auditor will receive and, as such, we advise all potential candidates that they should view this work as a supplemental source of income.
- If you are attending for informational purposes only (i.e. **not** looking for certification), you are not required to send your resume or pay the exam and licensing fee.
- If you are looking to be certified there is additional paperwork that must be completed and will be provided during training.
- Please complete one registration form per person.
- Payment must be received prior to the start of the course.

I have read and understood all the information stated above.

**Mandatory:** Please complete the "**Payment**" section below – fees are referenced on second page of application.

VISA

MasterCard

American Express

Check Sent

<b>Card Number:</b>	<b>Expiry Date:</b>	<b>CVV:</b>
<b>Card Holder's Name:</b> (as it appears on the card)	<b>Authorized Signature:</b>	



## ABAA Field Auditor Online Course Registration Form

<b>Course Date:</b> August 9-11, 2022	<b>Deadline for Registration:</b> Friday July 29, 2022
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**Mandatory:** Please complete the “**Applicant and Company**” section below:

<b>Applicant Name:</b>	
<b>Applicant Email Address-User Specific:</b> (for correspondence regarding training information and taking online exam)	
<b>Company Name:</b>	
<b>Company Address:</b> (include city, state, and zip code)	
<b>Company Contact Phone Number:</b>	<b>Company Contact Email Address:</b> (for sending exam results)
<b>Mailing Address to Ship Manual:</b> (if different than above address)	

**Mandatory:** Please complete the “**Fees**” section below.

Fees Description	Non Member	ABAA Member	Total
Field Auditor Online Course ( <b>mandatory</b> , if not already certified)	\$1095	\$595	
Field Auditor Licensing Fee (\$250) & Field Auditor Exam (\$200) ( <b>mandatory</b> for certification)	\$450		
Late Fee ( <b>mandatory</b> if received after the “Deadline for Registration” date)	Additional \$150		
<b>** Note:</b> Once form is submitted your training manual will be ordered. If training is cancelled there is no reimbursement of fees for training manual.	<b>Grand Total</b>		

Please submit page 1 and 2 of the registration forms to the ABAA office by:

Emailing it to [training@airbarrier.org](mailto:training@airbarrier.org) or by toll free fax at 866.956.5819.

DO NOT MAIL THE REGISTRATION FORM