



Accredited Training Organization Application

The Accredited Training Organization designation is an endorsement that the organization's courses/programs demonstrate competency in all domains of the Body of Knowledge (aka Examination Blueprint) of AAERT certification examinations. Accredited programs are those that include exceptional trainers and curriculum, and have shown a track record of successfully preparing candidates to sit for the certification examinations.

Accreditation Fees are \$300.00 per year. With this application, a non-refundable Application Fee of \$150.00 must be submitted. Upon acceptance as an Accredited Training Organization, the \$150.00 will be applied to the first year Accreditation Fee, and the organization will be invoiced for the remaining \$150.00.

Along with this application, please provide the following:

- A list of courses/programs that you conduct that are related to the AAERT certification.
- Abstracts, learning objectives, and instructor resumes for each course/program.
- A list of all course/program materials (including textbooks, handouts, websites, and supplemental materials).

PLEASE NOTE

*To **ensure relevance and currency** of your courses/programs to AAERT certification examinations, copies, samples, or extracts of any or all training materials **MAY BE REQUESTED for review.***

Please complete the information below (the name listed below will be the primary contact for the program)

First Name: _____ Last Name: _____

Organization: _____

Address Line 1: _____

Address Line 2: _____

City: _____ State/Province: _____ Zip/Mail Code: _____

Country: _____ Phone Number: _____ Email _____



Course/Program Name	Website Address	Year

Does your organization provide any other courses, programs, training, or services for other certification programs similar to the AAERT certifications? YES / NO (If "YES", please list the other certification programs below.)

**Upon approval, program accreditation will be valid for a period of three (3) years.
 At the end of the first 3-year accreditation period, the organization
 must complete the continuance of the accreditation application.
 The information for the continuance of accreditation can be found at www.aaert.org.**

**Send completed application with all required documents, and a check or credit
 card information for the \$150.00 non-refundable fee to aaert@aaert.org.**

PAYMENT INFORMATION

Please select your method of payment, and complete the section below for credit card payments.

Check (payable to AAERT) **VISA/MasterCard** **American Express**

Card #:	Expiration Date:
Billing Address:	
Name on Card:	Signature: