



# WASHINGTON AGGREGATES & CONCRETE ASSOCIATION

## ACI Concrete Flatwork Associate & Advance Flatwork Finisher Certification

**WHEN:** Dates established once minimum registrants are reached. Class Size is Limited

**WHERE:** Location TBD **Start time** 8:00am

**CONTACT:** Mary Bauer 206.878.1622 or Bruce Chattin 206.571.3395

**Important!** Current programs offered are **Flatwork Associate** or **Advance Flatwork Finisher**. Advance level certification is only for **those who possess 4,500 hours** of on-the-job finishing experience (approx. 3 years of regular full-time work). *We do not offer the 1,500 hour work experience option with passing performance exam as we do NOT conduct performance exams.*

### Registration Rates:

- **Concrete Flatwork Associate Level** **\$450**  
Includes Review, Written Exam, & Study Material
- **Advance Concrete Flatwork Finisher Level** **\$450**  
Includes Review, Written Exam, & Study Material  
\*\* Work experience Required - To test for the Advance Flatwork Finisher level, a properly completed work experience form outlining at least 4,500 hours of on-the-job finishing experience is required per examinee. Details below
- **Written Re-Take Exam Only** **\$260**  
**Does not** include study material  
*Exam grading by ACI International | Work Experience Form Review by ACI*

\*\*Advance Flatwork Finisher Work experience form Required: On-the-job finishing experience includes concrete placement, consolidation, jointing, curing and protection, finishing, form setting, prep work, rubbing, patching, and saw cutting. Verification of the work experience by the candidate's employer(s) is required. ACI Flatwork Finisher & Advance Finisher Certification [work experience forms](#)

*It is **strongly recommended attendees read / review the ACI Study Guide** and do the study questions at the end of each chapter. Although you may be very skilled at your craft, the book presents what you do in written form and not necessarily the way you acquired your skills through onsite training.* Spanish Study Guides may be available.

**Class review is limited. Self-preparation in advance is highly recommended including review of study questions for each chapter.**

NOTE: The written exam will be given immediately following a brief study guide discussion

### PROGRAM OVERVIEW:

**Concrete Flatwork Associate:** ACI will grant certification to those candidates who obtain a passing grade on the written examination. The two-hour written examination is closed-book and consists of approximately 50 multiple-choice questions. The passing grade for the written examination is 70%.

Certification is valid for a period of five years from the date of successfully completing all requirements.

Individuals with Concrete Flatwork Associate certification can upgrade to Advanced Finisher status upon submittal and approval of sufficient work experience or combination of sufficient work experience and passing the ACI performance examination. Certification at the Advanced Finisher level is valid for the remainder of the original Associate certification period.

Recertification requires successful completion of a written examination OR 10 hours documented continuing education from an approved source.

**Advanced Concrete Flatwork Finisher:** ACI will grant certification to those candidates who obtain a passing grade on the written examination PLUS Possess 4,500 hours of actual on-the-job finishing\* experience (approximately three years of regular full-time work) **Important Note:** *The option for submitting 1,500 hours of work experience and passing the performance exam is not available as we do not conduct performance exams. Please complete the work experience form to include 4,500+ hours.*

Certification is valid for a period of five years from the date of successfully completing all requirements.

Recertification requires successful completion of EITHER a written examination OR a combination of 10 hours documented continuing education from an approved source and 4500 hours of verified continuing work experience attained within the previous 5 years.

\*Finishing experience includes concrete placement, consolidation, jointing, curing and protection, finishing, form setting, prep work, rubbing, patching, and saw cutting. Verification of the work experience by the candidate's employer(s) is required.

# ACI CERTIFICATION REGISTRATION

Exam: [Concrete Flatwork Associate](#) | [Advanced Finisher](#)

Date: \_\_\_\_\_

Location: \_\_\_\_\_

## PRIMARY CONTACT

Name: \_\_\_\_\_

Company: \_\_\_\_\_

Address:\* \_\_\_\_\_

Email: \_\_\_\_\_

Phone: \_\_\_\_\_

*\*All study guides will be mailed to the person and full address listed above.*

## REGISTRANTS

Registrant Full Name

Select Certification Level

Registrant Full Name	Select Certification Level	
_____	<input type="checkbox"/> Flatwork Assoc. <input type="checkbox"/> Advanced Finisher	W Re-Exam
_____	<input type="checkbox"/> Flatwork Assoc. <input type="checkbox"/> Advanced Finisher	W Re-Exam
_____	<input type="checkbox"/> Flatwork Assoc. <input type="checkbox"/> Advanced Finisher	W Re-Exam
_____	<input type="checkbox"/> Flatwork Assoc. <input type="checkbox"/> Advanced Finisher	W Re-Exam
_____	<input type="checkbox"/> Flatwork Assoc. <input type="checkbox"/> Advanced Finisher	W Re-Exam
_____	<input type="checkbox"/> Flatwork Assoc. <input type="checkbox"/> Advanced Finisher	W Re-Exam

## PAYMENT INFORMATION (see sidebar for fees schedule)

Sub-Total: Flatwork Assoc. Exams:                      x \$450/PP =

Advanced Finisher Exams:                      x \$450/PP =

Written Re-Exams:                      x \$260/PP =

Total:

Method:  Send Check  Visa  MasterCard  AMEX

Name On Card: \_\_\_\_\_

Card Number: \_\_\_\_\_

Expiration: \_\_\_\_\_ Sec. Code & Zip: \_\_\_\_\_

Auth. Signature: \_\_\_\_\_

Send completed forms:

By Email to Mary Bauer at [mbauer@washingtonconcrete.org](mailto:mbauer@washingtonconcrete.org)

By Mail to WACA, 22223 7<sup>th</sup> Avenue South, Des Moines, WA 98198

## Current Certification Levels Offered

### Important!

**Flatwork Associate** OR **Advanced Flatwork Finisher** are the only certification levels offered. Those seeking Advanced Flatwork certification are **required to possess 4,500 hours** of on-the-job finishing experience and must complete a work experience form.

**Important Note:** The option for submitting 1,500 hours of work experience and passing the performance exam is not available as we do not conduct performance exams. Please complete the work experience form to include 4,500 + hours.

## THIS IS NOT A TRAINING CLASS

It is **strongly recommended attendees read / review the ACI Study Guide** and do the study questions at the end of each chapter. Although you may be very skilled at your craft, the book presents what you do in written form and not necessarily the way you acquired your skills through onsite training.

## REGISTRATION FEES

### Flatwork Associate Exam:

**\$450/pp**

Includes review, written exam, & study material

### Advanced Flatwork Finisher Exam:

**\$450/pp**

Includes review, written exam, & study material  
\*\* Work experience required - To test for the Advanced Flatwork Finisher level, a properly completed work experience form outlining at least 4,500 hours of on-the-job finishing experience is required.

[Work Experience Form:](https://www.concrete.org/Portals/0/Files/PDF/FF-WE-Form.pdf) <https://www.concrete.org/Portals/0/Files/PDF/FF-WE-Form.pdf>

### Written Re-Exam: (W Re-Exam)

**\$260/pp**

Reserved for those who unsuccessfully tested previously. Does **NOT** include study material

## OTHER IMPORTANT INFO

**STUDY MATERIALS:** ACI study guide will **ONLY** be sent once payment is received.

**IDENTIFICATION:** Please bring proper ID to the exam.

### Changes to Registration policy:

Once a registration is received, Options:

Find a substitute to fill your spot(s).

There is a 48-hour cancellation window. A refund less \$35 CC processing fees will be applied.

After 48 hours, you can elect a credit extended to the next scheduled same or different session. If necessary, minus the cost of the study guide @ \$110—\$200 plus shipping charges. Balances may apply.

Once study guides are mailed; a credit only will be extended to the next scheduled session.

No Shows will not be refunded or carried over to another next exam date.

We understand things change BUT, make sure registrations are accurate before you make them and avoid additional charges.

**INSTRUCTIONS**

This form is for Candidates seeking certification/recertification for ACI Concrete Flatwork Finisher or Advanced Finisher. Work experience can be performed under multiple employers/companies, resulting in multiple Work Experience Forms sent to various Respondents to meet the requirements. You are responsible for contacting as many Respondents as necessary to submit the required amount of work experience. Respondents must be project superintendents, job foremen, or company owners, who were in direct supervision of the Candidate. Self-employed candidates, please fill out the *Client Affidavit*. Union participants, please see *Instructions for Union Participants*.

The Candidate completes **Section A** and **Section B**, on multiple forms if necessary, and then sends the entire form to the named Respondent, who completes **Section C** and sends the form directly to ACI. All information must be complete and legible.

**QUALIFICATIONS**

The following hours of direct finishing experience are required for certification.

**ACI Advanced Concrete Flatwork Finisher**  
1500 hours (1 year) and passing the performance exam  
OR  
4500 hours (3 years)

**ACI Concrete Flatwork Finisher**  
1500 hours (1 year) and passing the performance exam

The following hours of on-the-job finishing experience are required for recertification.

**ACI Advanced Concrete Flatwork Finisher**  
4500 hours (3 years)

**ACI Concrete Flatwork Finisher**  
1500 hours (1 year)

**SECTION A—To be completed by the Candidate**

Candidate Name: \_\_\_\_\_ Certification ID/Last 4 digits of SSN: \_\_\_\_\_

Address: \_\_\_\_\_

Candidate Phone: \_\_\_\_\_ Candidate Email Address: \_\_\_\_\_

Seeking:  Certification     Recertification

**SECTION B—To be completed by the Candidate**

Employer (during work experience): \_\_\_\_\_

Respondent Name: \_\_\_\_\_ Respondent Title: \_\_\_\_\_

Term of employment from: \_\_\_\_\_ to \_\_\_\_\_ = \_\_\_\_\_  
Month & Year                      Month & Year                      Total Months

<b>FINISHING</b> includes any of the below: concrete placement, consolidation, jointing, curing and protection, finishing, form setting, prep work, rubbing, patching, and saw cutting. Finishing does <b>NOT</b> include: employee breaks, drive time between jobs, days not worked, startup and cleanup, or any type of work not listed above.	Average # of Months <b>FINISHING</b> per Year	Average # of Hours <b>FINISHING</b> per Week

**Candidate Authorization to Release Information**

I authorize the Respondent to supply to ACI, or its agents, information concerning my work experience and other background relevant to the stated requirements of the ACI certification program. I agree to release and hold harmless any individual, company or institution, including ACI, and any connected persons from liability imposed by law in supplying such information. I understand that any false information or misrepresentation constitute grounds for denial of certification.

Candidate's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**SECTION C—To be completed by the Respondent**

A Candidate seeking Concrete Flatwork Finisher or Advanced Finisher certification/recertification has selected you to verify their work experience based on your professional relationship to them. Please review the information provided by the Candidate in **Section B**, and return the form to ACI.

Note that the disclaimer signed by the candidate in **Section B** above releases you from civil liability regarding statements, provided to the best of your knowledge, about the candidate, and establishes that the candidate is freely requesting that you provide this information. If any information provided in **Section B** is incorrect, inconsistent, or ambiguous, please mark and initial those corrections.

The information provided in Section B is:       Correct as stated       Correct as modified

If any information provided in **Section B** is incorrect, inconsistent, or ambiguous, please mark and initial those corrections, and leave additional comments below, if necessary.

Comments: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

I, the Respondent, have honestly evaluated the information provided on this form by the Candidate. I have supplied any modifications necessary to make all statements accurate, to the best of my knowledge. I submit this form attesting that it contains no misrepresentations or false information.

Respondent Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Respondent Name (Print): \_\_\_\_\_ Current Title: \_\_\_\_\_

Current Business/Employer: \_\_\_\_\_

Business/Employer Website: \_\_\_\_\_

Respondent Phone: \_\_\_\_\_ Respondent Email: \_\_\_\_\_

**Return completed form to ACI:**

Email: [aci.certification@concrete.org](mailto:aci.certification@concrete.org) | FAX: (248) 848-3793

ACI Certification

38800 Country Club Drive

Farmington Hills, MI 48331

**For more information, contact ACI Certification at:**

(248) 848-3790

[www.acicertification.org](http://www.acicertification.org)