

TITLE 4. PROFESSIONS AND OCCUPATIONS  
CHAPTER 30. BOARD OF TECHNICAL REGISTRATION

1. Category for which the applicant is seeking an in-training designation;
  2. Evidence of successful completion, or waiver by the Board, of the current fundamentals examination in the category for which in-training designation is sought;
  3. Information regarding any conviction for a felony or misdemeanor, other than a minor traffic violation, within five years before the date of application;
  4. Any alias or other name used by the applicant; and
  5. The information set forth in subsections (B)(2) through (9);
- B.** An examination applicant who wants to sit for a fundamentals examination who does not possess an educational degree recognized by the applicable national council or who is not in the final year of a degree program recognized by the applicable national council shall submit an original completed exam authorization application to the Board, and provide the following:
1. Name of the fundamental examination the applicant wishes sit for;
  2. Name, residence address, mailing address if different from residence, email and telephone number of the applicant;
  3. Date of birth and social security number of the applicant;
  4. Citizenship or legal residence;
  5. Name, mailing address, years attended, graduation date, major, and type of degree received from each college, university, or educational institution that the applicant attended;
  6. Certified transcripts sent directly to the Board from the registrar of each college, university, or educational institution the applicant attended;
  7. A release authorizing the Board to investigate the applicant's education, experience, moral character, and repute;
  8. Certification that the information provided to the Board is accurate, true, and complete.
  9. The applicable fees.
- C.** If otherwise qualified, the Board shall permit an applicant for in-training designation to take the fundamentals examination in the final year of a baccalaureate, masters, or other degree program that is not recognized by the applicable national council and accredited in the category for which the application is made. The applicant shall have the application form endorsed by the applicant's college dean or faculty advisor, or, if already a graduate, may arrange to have a final transcript, indicating the degree awarded, sent directly from the registrar to the Board, in lieu of the endorsement.
- D.** The Board shall permit an applicant without an accredited college degree or who is not in the final year of a degree program recognized by the applicable national council to take the fundamentals examination after submitting to the Board evidence of four years of satisfactory experience or education or both. The applicant shall provide the name, current address, and telephone number of all current and former employers; names of all supervisors and their titles; dates of employment; applicant's title, and a description of the work performed. The applicant shall provide Certificate of Experience Record and Reference Forms to immediate supervisors at present and past employers. The applicant shall ensure the completed reference forms are submitted to the Board. The applicant shall meet all other requirements of this Section.

**R4-30-202. In-training Designation**

- A.** An applicant for in-training designation shall submit an original completed in-training application package that contains the following:

**Historical Note**

New Section R4-30-202 renumbered from R4-30-203 and amended effective November 10, 1998 (Supp. 98-4).

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Amended by final rulemaking at 10 A.A.R. 2798, effective August 7, 2004 (Supp. 04-2). Amended by final rulemaking at 24 A.A.R. 1785, effective August 5, 2018 (Supp. 18-2). Amended by final rulemaking at 30 A.A.R. 768 (April 19, 2024), effective May 25, 2024 (Supp. 24-1).