



# Certified Treecare Safety Professional

## Proctored Exam Registration Form

Dear CTSP Candidate,

We welcome you to attend a proctored CTSP certification exam.

- Submit this completed proctored exam registration form to TCIA along with either credit card information or a check.
- After TCIA has submitted the exam materials to the Testing Center, you will be notified to contact them directly to schedule an appointment at your convenience.
- The Testing Center has their own fees that will need to be paid prior to taking the exam.

To save time, this form can be faxed or emailed. Please write clearly.

### Contact Information

Name \_\_\_\_\_

Company Name \_\_\_\_\_

Physical Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Phone \_\_\_\_\_

Email \_\_\_\_\_

### Cancellation Policy

If you fail to show up in the appointed window of time for your CTSP exam, you will forfeit your registration fee. If you must re-schedule, please call TCIA at least five business days in advance of the date you chose for your exam.

### Equal Opportunity in Education and Training Programs Policy

The Tree Care Industry Association (TCIA) and Foundation do not unlawfully discriminate against any person on any basis prohibited by federal law, state law, or other applicable law, including without limitation, race, color, religion, sex, national origin, age, disability, veteran status, sexual orientation, or gender identity or expression. This policy covers all education and training programs of TCIA, including admission to education programs and contracting with program instructors. Inquiries concerning this policy should be directed to Robert Rouse, Chief Program Officer, 670 N. Commercial Street, Suite 201 Manchester, NH 03101; (603) 314-5380.

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

Go to [tcia.org](http://tcia.org)>Safety/CTSP Tab>CTSP Resources>Proctor Testing Facilities for a current list of available testing facilities.

### What You Will Need for the Exam

Please bring your ANSI Z133 manual, note paper, pencils/pens and a dedicated calculator. Cell phones must be turned off. The exam is closed book, except for the Z133 manual that may be used for reference.

You must show a government-issued photo ID such as a driver's license.

There is a three-hour limit for the exam.

If you have further questions, please call the CTSP Dept. (800)733-2622 or email [CTSP@tcia.org](mailto:CTSP@tcia.org).

**Exam Fee: \$25**

### Method of Payment

Check Enclosed       American Express

Visa       Discover

Master Card

Card # \_\_\_\_\_ Exp. Date: \_\_\_\_\_

\_\_\_\_\_  
Name (required for all methods of payments)

\_\_\_\_\_  
Authorized Signature (required for all methods of payment)

**NOTE:** TCIA cannot accept payment information by email.

Information valid as of May 2019



TREE CARE INDUSTRY ASSOCIATION

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TEL 800.733.2622 | FAX 603-314-5386 | [tcia.org/ctsp](http://tcia.org/ctsp)