



RECERTIFICATION APPLICATION FORM FOR NON-DESTRUCTIVE TESTING CERTIFICATION

These documents must be completed in their entirety to be processed by the Natural Resources Canada (NRCan) National Non-Destructive Testing Certification Body (NDTCB). This application form is for candidates applying for Non-Destructive Testing (NDT) recertification according to the CAN/CGSB-48.9712-2022 Standard. Recertification is the process for maintaining valid NDT certification via examination and other requirements as described on pages 4-6 of this form. Please download the Certified Personnel Directory to find out when your certifications expire and require recertification or renewal. If one or more of your certifications is due for recertification, you may apply up to 15 months in advance of the due date by completing and submitting this 8.2.1-005 - Recertification Application Form for Non-Destructive Testing Certification for the applicable certification(s). (Certifications within the recertification transition period may be applied for recertification at any time). If one or more of your certifications is due for renewal, you may apply for renewal up to 12 months in advance of the certification expiry date by completing and submitting the 8.2.1-004 - Renewal Application Form for Non-Destructive Testing Certification for the applicable certification(s). Please note: if you have multiple certifications, you may have different expiry dates for one or more of those certifications. Certifications that have the same expiry dates may not all require renewal or recertification at the same time; in this case you can only submit a recertification application form for the certifications that require recertification and you can only submit a renewal application form for certifications that require renewal. Candidates with one or more certifications that require revalidation must submit the 8.2.1-053 - Revalidation Application Form for Non-Destructive Testing Certification. Renewal, recertification and revalidation are separate processes.

Preferred Language: English Français NRCan NDTCB Registration #: _____

Name _____ / _____
Surname (Last Name) Given Names

Former Surname (last name) if applicable _____ Date of Birth: YYYY _____ MM _____ DD _____

Address of Residence _____

City _____ Province/Territory _____ Postal Code _____

Mailing Address (if different from above) _____

City _____ Province/Territory _____ Postal Code _____

Primary Email Address _____

Telephone (home) _____ Telephone (alternate phone or cell) _____

Present Employer/Company Name _____

Contact Name _____ Job Title _____

Address _____

City _____ Province/Territory _____ Postal Code _____

Telephone _____ Email _____

I am applying for recertification (or recertification re-examination) in the following method/sector-specific NDT certifications:

Radiographic Testing (RT)		Ultrasonic Testing (UT)	Magnetic Testing (MT)	Penetrant Testing (PT)	Eddy Current Testing (ET)
EMC Sector	Aerospace Sector	EMC Sector	EMC Sector	EMC Sector	EMC Sector
Recertification	Recertification	Recertification	Recertification	Recertification	Recertification
Re-examination	Re-examination	Re-examination	Re-examination	Re-examination	Re-examination

PAYMENT: Secure Electronic Payment System

Paid by: **Applicant** **Company**

Send Payment link and receipt to: NAME: _____ EMAIL: _____

Once the application processing begins, you will receive an email from the NRCan NDTCB providing you with the individualized payment link to our secure online payment system to pay for your application fee and exam processing fees per method and level.

Personal cheques are not accepted. Government of Canada Acquisition Cards are not accepted by the NRCan NDTCB. Payment from Other Government Departments should be made by inter-departmental FIS transactions. Please do not submit credit card information by email. Fees are non-refundable and non-transferable.

Please Note: Payment of fees does not complete or guarantee the recertification process. Recertification admittance forms are issued only after completion, verification, and NRCan NDTCB approval of application. Recertification applications are subject to current NRCan NDTCB policies and procedures. It is the applicant's responsibility to pay the fee on time for each application submitted to avoid delays in processing. To protect payment information, we ask that you submit payment via our secure electronic payment system. If you have any questions, please call 1-866-858-0473 or email ndt-end@nrcan-rncan.gc.ca.

Record of Experience

Please check the applicable boxes and fill in the applicable fields in with the requested information.

Work history for the past five (5) years (include additional pages if required)

Position 1

Company _____ Period of employment: **From** _____ / _____ / _____ **To** _____ / _____ / _____
YYYY MM YYYY MM

Location _____ Position held _____

Position 2

Company _____ Period of employment: **From** _____ / _____ / _____ **To** _____ / _____ / _____
YYYY MM YYYY MM

Location _____ Position held _____

Applicant Experience

Use the table below to indicate any relevant experience with the listed specimen types and techniques for the methods and levels in which you are applying for recertification. This information, along with other assessment factors, may be used by the NRCAN NDTCB to determine the specimens/techniques used in the recertification examination(s). Applicants are required to choose at least one specimen type (if applicable) and one technique for the level and method in which they are seeking recertification. Level 3 applicants will use the level 2 section of the applicable method(s) in the table below. Please enter any additional information regarding relevant experience in the space provided below the table.

Method	Specimen Type (Check at least one where applicable)			Technique (Check at least one)		
	Welds	Formed Products (Castings/Forgings)	N/A	Contact	N/A	N/A
UT1	Welds	Formed Products (Castings/Forgings)	N/A	Contact	N/A	N/A
UT2	Welds	Formed Products (Castings/Forgings)	N/A	Contact	Immersion	Phased Array
MT2	N/A	N/A	N/A	Bench	Yoke	N/A
PT2	N/A	N/A	N/A	Visible	Fluorescent	N/A
ET1	N/A	N/A	N/A	Tube Inspection	Crack Depth in Plate	Non-Conductive Coating Test
ET2	N/A	N/A	N/A	Tube Inspection	Multi-layer/Fastener Assembly	Surface Scan
RT1	N/A	N/A	N/A	X-Ray	N/A	N/A
RT2	Welds	Formed Products (Castings/Forgings)	Composites (A/S sector only)	Gamma	X-Ray	N/A

Additional Information:

I attest to the validity of the information provided above:

Applicant Signature _____ Date _____ / _____ / _____
YYYY MM DD

Supervisor* Signature _____ Date _____ / _____ / _____
YYYY MM DD

***Same supervisor as Section B on page 3**

Applicant Attestation

Applicant: I attest that the statements made by me in this application are true and complete. I understand that if any of these statements are found to be untrue, or if any misrepresentation or falsification of this form or the attached documents is discovered, an NRCAN NDTCB Code of Conduct violation investigation may result and this application may be rejected and/or certification(s) may be withdrawn. I agree that the NRCAN NDTCB may contact me and/or my signatories to verify information related to this application. I understand that the NRCAN NDTCB may conduct audits and investigations to verify the validity of the information in this application, and that I will fully cooperate in providing any additional documentation and explanation as requested. I confirm that during the past period of validity I did not have an absence or change of activity that prevented me from practicing the duties to my level in the NDT method and sectors for which I am certified, for either a continuous period in excess of one year or two or more periods for a total time exceeding two years. I understand that if I have submitted this application earlier than six (6) months prior to my expiry date, that it is my responsibility to notify the NRCAN NDTCB immediately if my NDT work activity status or ability to perform my duties changes, resulting in a significant interruption (as described above) before my expiry date. I understand that recertification examination admittance forms are issued only after completion, verification and NRCAN NDTCB approval of this application and I understand that late recertification applications may require additional information and/or verification. By signing this application, I agree to the terms of the certification program and authorize the NRCAN NDTCB to disclose my name, city and province of residence and certification status as a supplementary mechanism of certification status verification.



Applicant's signature MUST NOT exceed the inner limits of the signature box. You must sign your usual signature, as it will appear on your certification ID card.

Applicant Name (Please print) _____

Date _____ / _____ / _____
YYYY MM DD

Release of Information

This is to authorize the NRCAN NDTCB, if requested, to release my examination results, additional information and/or admittance forms to my employer and/or the payee of my examination and application fees.

Applicant Signature _____ Date _____ / _____ / _____
YYYY MM DD

This is to authorize the NRCAN NDTCB to allow _____ to act on my behalf to provide application information and receive applicable updates/correspondence. Contact's full name

Contact telephone _____ Contact email _____

Applicant Signature _____ Date _____ / _____ / _____
YYYY MM DD

Additional Information
For complete information on NDT Recertification, please visit the NRCAN NDTCB Website.

RECERTIFICATION QUALIFICATIONS

Recertification of your method-specific NDT certification is required approximately 10 years (120 months or less) after initial certification or most recent recertification. To apply for recertification, a candidate must submit to the NRCAN NDTCB a properly completed Recertification Application Form for Non-Destructive Testing Certification, a Vision Test Report Form for Non-Destructive Testing Personnel, a signed NRCAN NDTCB Code of Conduct form, the applicable recertification application and examination registration fees, and, if required, 2 passport photographs. As part of the recertification application, you must meet the criteria for renewal, which are included in this recertification application form and detailed in the checklist on page 6. After your recertification application is reviewed and approved by the NRCAN NDTCB, we will issue your recertification examination admittance and registration form(s), which are required to register for examination at an examination centre. After successful completion of the required recertification examination(s), the validity of the certification(s) in question will be extended for an additional five (5 years) of validity, at the end of which you will be required to renew the certification(s). Recertification due dates are listed on the Directory of Certified Personnel (which can be downloaded from our website).

LATE RECERTIFICATION POLICY

Candidates are responsible for ensuring the active status of their NDT certification(s) by applying for recertification and completing their recertification examination(s) before the expiry date. NDT certification status becomes inactive if a candidate fails to pass the recertification examination(s) by the certification expiry date/recertification due date. A candidate who has already applied for recertification, but has not passed the examination(s) before the expiry date can continue with the examination process to reactivate their certification up to 12 months after the expiry date. A candidate who has not yet applied for recertification by their expiry date can reactivate their certification status by submitting the documents mentioned above (and in the checklist on page 6) including a late recertification application fee in addition to the regular recertification application and examination registration fees, and successfully completing the recertification examination(s) up to 12 months after the expiry date. Please note that late recertification applications may require additional information, documentation and/or verification. If the recertification process (including successful completion of exams) is not completed more than 12 months after the certificate expiry date, a candidate can only reactivate their certification(s) via successful completion of the initial certification process.

CERTIFICATION EXPIRY DATES AND RECERTIFICATION DUE DATES

As of July 1, 2015 the NRCAN NDTCB introduced a new expiry date for initial certification and certification renewal candidates. Newly certified personnel and existing certified personnel that apply for certification or renewal under the CAN/CGSB-48.9712-2014 standard are given an expiry date of the 15th day of their birth month for up to five years (60 months or less) for a given method-specific certification. Certified personnel that have multiple method-specific certifications may have different expiry dates for one or more certifications. Certification expiry dates are listed on your certification ID card, and on the Directory of Certified Personnel (which can be downloaded from our website). Recertification of your method-specific NDT certification is required approximately 10 years (120 months or less) after initial certification or most recent recertification. If your upcoming certification expiry date and recertification due date are the same, you are required to apply for recertification and successfully pass your recertification exam(s). Your certification will become inactive if you do not apply for recertification and pass your recertification examination(s) by the expiry/recertification due date. In order to align renewal and recertification dates for each certification, you may be given a shorter period of validity (with a smaller pro-rated fee) during your next renewal for one or more certifications (approximately 1-4 year periods of validity). The subsequent renewal will allow the certification to resume the regular 5-year renewal and recertification cycle. After submitting your application, the NRCAN NDTCB will notify you if your period of validity for a given certification is shorter than normal, and if we have applied a pro-rated (smaller) fee. For more information about recertification and how/when to apply for recertification, please visit our website and navigate to the NDT recertification web page. Recertification due dates are listed on the Directory of Certified Personnel (which can be downloaded from our website).

RECERTIFICATION EXAMINATIONS

Recertification is completed by examination as follows:

Level 1: Recertification by practical examination; inspection of two examination specimens.

Level 2: Recertification by practical examination; inspection of two examination specimens and written instruction (RT2: Film Interpretation instead of written instruction).

Level 3: Recertification by practical examination; inspection of two examination specimens (RT3 includes Film Interpretation) and a choice of either a written recertification examination or completion and submission of a Structured Credit System Application.

LEVEL THREE (3) RECERTIFICATION EXAMINATIONS AND STRUCTURED CREDIT SYSTEM

For written examination: Level 3 Recertification may be processed differently than Level 1 or Level 2 in that a structured credit system will be allowed as an option to the written recertification examination as per 11.3.1 b) of CAN/CGSB-48.9712-2022 / (ISO 9712:2021, IDT). For practical examination: Level 2 practical exam is required, alternative documentation is not acceptable.

To apply for Level 3 recertification via both practical and written examination, follow the instructions on the NDT recertification Application Checklist (page 6) **except for** the instructions for submitting a Structured Credit System Application Form.

To apply for Level 3 recertification via practical examination and Structured Credit System, follow the instructions on the NDT recertification Application Checklist (page 6) **including** the instructions for submitting a Structured Credit System Application Form.

If you change your mind and wish to apply for the Structured Credit System at a later date (after applying for recertification via examination only), follow the instructions on the NDT recertification Application Checklist (page 6) for submitting a Structured Credit System Application Form. Please note that doing so will void the validity of the written recertification examination admittance and registration forms that were issued to you upon your original recertification application submission.

RECERTIFICATION RE-EXAMINATIONS

All Levels

If the individual fails to achieve a grade of at least 70% for each individual part and specimen of the recertification examination, two re-examinations (a total of 3 attempts) of the recertification examination shall be allowed after at least 7 days and within 12 months of the first attempt at the recertification examination. In the event of failure in the two allowable re-examinations the certificate shall not be revalidated. To regain certification for that sector and method, the candidate shall apply for new certification following the initial certification process.

Level 3 Structured Credit System: A structured credit system application counts as a written examination attempt for recertification and cannot be withdrawn once it has been submitted. A candidate who applies for and does not meet the requirements of the credit system shall be recertified through successful completion of a written examination. In the event of failure at the first attempt at recertification by examination, only one re-examination shall be allowed within 12 months of the date of application for recertification via the structured credit system. Note that a revised Structured Credit System activities and accorded points is recently implemented to be in compliance with CAN/CGSB 48.9712-2022 standard. Please make sure that the current version of the **8.2.1-022 Structured Credit System Application** form is completed and submitted to NRCAN NDTCB.

REQUESTS FOR SPECIAL ACCOMMODATIONS FOR RECERTIFICATION EXAMINATIONS

Requests for accommodation during the recertification examination(s)

If you believe that you may require any sort of accommodation during the recertification examination(s), please make an official request to the NRCAN NDTCB in writing (via email or mail), detailing the nature of your request and the reasoning/rationale for the request, and including any relevant supporting documentation. Your request will be reviewed by the NRCAN NDTCB and you will be notified of the decision regarding your request in writing (via email or mail).

Temporary Recertification Examination Centre (TREC)

Select institutions, organizations or workplaces may be allowed to temporarily provide recertification examination proctoring and invigilation services. For more information about Temporary Recertification Examination Centres (TRECs), please contact the NRCAN NDTCB.

Formally structured performance demonstration or task qualification

Depending on the circumstances, some individuals may be able to complete formally structured performance demonstrations or task qualifications at their place of work to fulfill their recertification examination requirements. For more information on how to request this accommodation, please contact the NRCAN NDTCB.

Please note: Special accommodations are subject to extra processing time, require explicit approval from the NRCAN NDTCB, and may require additional fees. Each request will be reviewed on a case-by-case basis and does not guarantee acceptance, nor does it set a precedent for additional requests. It is recommended that the request be submitted as early as possible as logistical or other delays may occur. The NRCAN NDTCB is not responsible for any direct or indirect costs, expenses or delays that may arise; candidates are advised not to make any scheduling or travel arrangements for recertification examinations until they have received confirmation of an accepted request.

ADDITIONAL CLIENT/CANDIDATE RESPONSIBILITIES

Certified personnel and candidates must respond to NRCAN NDTCB communication in a timely manner, and inform the NRCAN NDTCB of any changes to their name/address/contact information. Clients are responsible for the official documentation issued to them by the NRCAN NDTCB. Fees will apply for the replacement of these documents.

PROCESSING TIMES

As applications are processed in arrival sequence, processing times may vary depending on the volume of applications received and are not guaranteed. Incomplete documentation or complexity of routine verifications and checks may also lead to longer processing times. The NRCAN NDTCB makes all reasonable efforts to ensure candidate applications, examination requests and certification submissions are completed as per service standard targets. Despite these efforts the occurrence of errors, omissions and delays cannot be completely ruled out and the NRCAN NDTCB is not responsible for any direct and indirect costs, expenses or delays which may arise.

SURNAME AND GIVEN NAME(s) to appear on certification ID card

For a change of name you must provide a status update to the NRCAN NDTCB by supplying a new signature as well as any supporting documents (i.e. copy of government issued ID) that can be used to support your request.

CERTIFIED PERSONNEL

For an updated list of personnel certified by the NRCAN NDTCB, please download the Directory of Certified Personnel from our website. Please note that this list is regularly updated, however, there may be a delay between when a person is certified, renewed or recertified and when the updated information is made available on the directory.

ELECTRONIC SIGNATURES

Electronic signatures are only acceptable if the signature is an accurate digital image of the signatory's actual signature. The NRCAN NDTCB will not accept a signature made from a typed font. The NRCAN NDTCB may conduct audits and investigations to verify the validity of the electronic signature(s).

PRIVACY POLICY

The NRCAN NDTCB is committed to protecting your privacy whether you are an existing client or a new applicant. All personal information created, held, or collected by the Government of Canada is protected under the federal Privacy Act. Our office will ensure that collected personal information and any communications between the NDTCB and their clients or applicants are considered confidential, protected, and are for the exclusive use of the intended recipient to fulfill certification program requirements. Personal information is collected as stated in NRCAN's Info Source (PAA 3.1.2 – Materials and Certification for Safety and Security - Bank Number: NRCAN PPU 015), and the certified personnel's name, city and province of residence and certification status are made publicly available as a mechanism of effective certification status verification.

NDT Recertification Application Checklist		Enclosed	
Please include the following checklist when submitting your application. All applications require the following requisites as a minimum prior to recertification. Additional forms required for application are available on the NRCAN NDTCB website.		Yes	No
1. APPLICATION FORM To apply for recertification this application form must be fully completed, signed and current dated by the applicant, and must include all required attestations and signatures. Please see sections 3 and 4 below for more information.			
2. FEES Recertification application and examination registration fees are dependent upon the number of methods being recertified at a given time, as well as which method(s)/level(s) examinations are required. All fees are subject to the current fee schedule in effect. To view the current fee schedule, please visit our website and navigate to the NDT recertification web page. Fees and other process requirements are subject to change. Fees are non-refundable and non-transferable. Candidates are encouraged to pay the fees via our secure online payment system. Payments made by company cheque or money order can be made payable to the "Receiver General for Canada" and can be mailed with the application to the NRCAN NDTCB. Credit card payments may be made via mail, fax or telephone. Please note that we do not accept credit card information by email. If you are submitting your application by email and paying by credit card, please include the name shown on the credit card, the authorized payment amount, and include the cardholder signature; do not include the credit card number and expiry date. After you have submitted your application by email, you may call or fax the NRCAN NDTCB to give credit card information.			
3. RECORD OF EXPERIENCE (PAGE 2) Verifiable documentary evidence of continued satisfactory work activity without significant interruption in the method and sector for which certification renewal is sought is required for renewal and recertification. Significant interruption is defined as per CAN/CGSB-48.9712-2022 Standard paragraph 3.38 as absence or change of activity which prevents the certified individual from practising the duties corresponding to the level in the method and the sector(s) within the certified scope, for either a continuous period in excess of one year or two or more periods for a total time exceeding two years. Please ensure that the supervisor (same supervisor as section B, page 3) and applicant has signed this page.			
4. ATTESTATIONS (PAGE 3) All three (3) attestation sections on page 3 need to be completed. Applicants cannot sign for themselves. For the required signatures, the same person(s), appropriately qualified for each of these definitions, may sign for one or more of these roles. Unemployed applicants are only exempt from two signatures on the attestation form (the employer and supervisor sections) however, still require a qualified personnel to sign the attestation form to attest to your work using your indicated NDT methods within the time period of concern. For more clarification for special circumstances, please contact the NDTCB directly.			
5. NRCAN NDTCB CODE OF CONDUCT Individuals who are certified or individuals who are in the process of being certified by the NRCAN NDTCB must recognize that personal integrity and professional competence are the fundamental principles on which their activities are founded. Accordingly, it is a condition of NRCAN NDTCB certification that these individuals shall sign and submit the 8.2.1-002 - NRCAN NDTCB Code of Conduct with every application.			
6. VISION TEST REPORT FORM FOR NON-DESTRUCTIVE TESTING CERTIFICATION PERSONNEL Each NDT candidate must undergo a visual acuity test with medically recognized personnel attesting that the candidate has completed a satisfactory vision test as outlined by the 8.2.1-003 - Vision Test Report Form for Non-Destructive Testing Personnel. The report must be fully completed, signed and dated (within the 12 months for near and distance vision acuity and within 5 calendar years for colour vision) prior to the date of application submission.			
7. TWO (2) PASSPORT PHOTOGRAPHS Certified Personnel must provide two (2) passport photographs every second period of validity (approximately every 10 years). Additional photographs may be requested at any time if previous photographs are deemed unacceptable. The photographs must: <ul style="list-style-type: none"> • measure 5cm wide and 7cm high (2 inches wide and 2-3/4 inches high); • be taken by a commercial photographer, clear/focused, in color, taken straight on with the face and shoulders centered and squared to the camera; • reflect the candidate's current appearance (taken within the last twelve (12) months); • be professionally printed on photographic paper (photos printed at home, self-taken or non-passport type photos are not acceptable); • show your complete name, as well as the name and address of the photo studio and the date the photo was taken on the back of one photo. 			
8. STRUCTURED CREDIT SYSTEM APPLICATION FORM & SUPPORTING DOCUMENTARY EVIDENCE (LEVEL 3 ONLY, OPTIONAL) A structured credit system will be allowed as an alternative to the Level 3 written recertification examination as per 11.3.1 b) CAN/CGSB-48.9712-2022. Credits may be awarded for certain types of NDT experience/activities gained over the last 5 certification years, providing that point minimums and maximums are met, and appropriate documentary evidence is provided. A structured credit system application counts as a written examination attempt for recertification and cannot be withdrawn once it has been submitted. If you submit a structured credit system application and it is not approved, it counts as a failed written recertification examination attempt. Only one attempt of the structured credit system is allowed per level 3 method. For more information about the Structured Credit System Application, please visit our website. How to apply for a structured credit system: <ol style="list-style-type: none"> 1. Ensure that you have submitted a recertification application for the applicable level 3 method(s), with the appropriate recertification examination registration fees (see instructions above). 2. Fill out separate 8.2.1-022 - Structured Credit System Application Forms for each Level 3 method that you would like to submit an application for. Your application(s) will not be accepted if you submit an application form with more than one method indicated on page 1 of the form. 3. Attach applicable documentary evidence for each activity that you would like to be credited for, ensuring that you indicate which activity each piece of documentation corresponds to. 4. Submit your application form(s) and documentary evidence to the NRCAN NDTCB for review and assessment well in advance of your due date. 			
I have read the information in this form and the requirements stated in this checklist and I am submitting my application accordingly.		Yes	
Applicant's Name: _____		Date: YYYY _____ MM _____ DD _____	
Applying by mail/courier NRCAN National Non-Destructive Testing Certification Body CanmetMATERIALS, Natural Resources Canada 183 Longwood Road South, Office 120 Hamilton, Ontario, Canada, L8P 0A5	Applying by email Email: ndt.recertification@nrcan.gc.ca or ndt-end@nrcan-rncan.gc.ca (Please do not submit credit card information by email.)		
	Applying by fax Fax number: 905-645-0836		
Contacting us by telephone Telephone number: 1-866-858-0473 or 905-645-0653	NRCAN NDTCB website http://ndt.nrcan.gc.ca		