

Dear Applicant:

Thank you for registering for the ACI Grade I Field Technician Certification Course. Please find enclosed the following items:

1. ACI Book
2. Housekeeping Rules
3. Current class schedule

In case you have never attended one of our sessions:

- **1st Thursday** – Lecture to review 7 ASTM standards for written exam **(4 p.m. – 7 p.m.)**
 - o **WebEx – link will sent the week before the lecture.**
YOU WILL RECEIVE THE LINK EVEN IF YOU HAVE REGISTERED TO ATTEND IN PERSON
 - o **In Person – Limited Seating - \$15 premium – CCIA 912 Silas Deane Hwy, Suite 112, Wethersfield**
- **1st Saturday** – Practice session for practical exam **(7 a.m. – 11 a.m.)**
 - o **Tilcon QC Lab – 642 Black Rock Ave. – Plainville, CT**
 - **Please DO NOT park at the lab building (the parking lot is too small)**
 - **There is parking in the lot next door.**
- **2nd Thursday** – Written exam – 3 p.m. and 5 p.m. – schedule will be sent the week before the lecture
 - o CCIA – 912 Silas Deane Highway – Suite 112 – Wethersfield, CT
- **2nd Saturday** – Practical exam schedule will be distributed at written exam
 - o **Tilcon QC Lab – 642 Black Rock Ave. – Plainville, CT**
 - **Please DO NOT park at the lab building (the parking lot is too small)**
 - **There is parking in the lot next door.**

Materials required for the class

- Calculator **(CELL PHONES NOT ALLOWED)**
- #2 Pencils
- ACI Book
- Picture ID

Please be ON TIME for the classes and exams:

- Practice Saturday please arrive no later than 7:15 a.m. for group instructions
- **Written Exam will start promptly at 3 p.m. and 5 p.m.**
 - o If you arrive after it starts you may not have enough time to take the exam

NO REFUNDS

- **IF for ANY reason you have a personal emergency that prevents you from making the classes or exams:**
 - o **Email dpenepent@gmail.com and mgiancola@suzioyorkhill.com**
 - o **IF you cannot attend the lecture or practice because of your emergency you are still responsible for the written and practical exams**
 - o **IF RE-APPLICATION for either exam is required:**
 - **There is a re-application fee is \$150**
 - **We will make our best effort to reschedule the make-up within 1 year based on class availability.**

In accordance with the American Disabilities Act outlined on page 4 of your workbook, if you have a disability and require special accommodations, we need to know about it in advance. Please see one of the instructors at the first class. In the event that you have a physical disability that will prevent you from performing any part of the practical exam, you must submit a letter from a physician and the committee will make the appropriate accommodation.

We HIGHLY recommend that you read the book thoroughly before coming to the first class. There are study questions and practice exams in the book to help you prepare for the exams.

Thank you again for registering for the class. Good Luck and STUDY!

Sincerely,
Connecticut Concrete Quality Control Committee

Donald F. Penepent

Mark Giancola

Donald F. Penepent
Mark Giancola
Co-Chairman

2024