



Self-Certification Program Training Enrollment Application

Non-structural professional engineers who have been registered for at least three years and are currently registered in the State of Arizona may also qualify to participate in the Self-Certification Program. The professional engineer must demonstrate proven experience with the application of the Phoenix Building Construction Code (based on codes and amendments adopted by the city of Phoenix) and with performing as a “project prime professional” as defined by the Arizona State Board of Technical Registration. To be considered for admission to the Self-Certification Program the following credentials should be submitted to the Planning and Development Department (PDD).

- Copy of valid Engineering License
- Copy of applicant’s resume detailing at least 5 years of experience with the Phoenix Building Construction Code
- Mail or deliver material to: Planning and Development Department; Attention: Self-Certification Program; 200 W. Washington St., 3rd Floor; Phoenix, AZ 85003

NOTE: Providing completed forms and all required application documentation does not automatically qualify any registered professional to be enrolled in the course or to apply for project intakes as a “Self-Certified Professional.” Your application will be reviewed by PDD and you will be notified if you have been accepted into the Self-Certification Training Class. PDD will qualify each applicant with regard to the scope of work that he/she will be allowed to perform under the program.

Personal Information

Name: _____ License #: _____ Expiration Date: _____

List all additional licenses and the year license was obtained: _____

Mailing Address: _____ Email: _____

Phone: _____

Firm Name: _____ Firm Address: _____

Professional Liability Insurance – Name of Company and Policy Number: _____

Educational Information

| School | Location | Degree | Date Awarded |
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Professional Experience

List five projects located in the city of Phoenix where you were the registered architect/engineer of record (your stamp was on the plans permitted). With respect to each project, please identify the following:

| Project Name & Number | Address | Owner Name & Contact Info. | Project Cost | Description of Services |
|-----------------------|---------|----------------------------|--------------|-------------------------|
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- Have you ever had a license revoked, suspended or otherwise sanctioned by any board or agency in Arizona or any other state?
 No Yes, attach copy of order
- Were you ever denied issuance of, or pursuant to disciplinary proceeding, refused renewal of, any license by any board or agency in Arizona or any other state?

I certify under penalties of perjury that I have made the statements on this application and that all statements are true.

Signature

Print Name

Date

Approved: PDD Director

Date