



AWS Accredited Test Facility

Certification Candidate Orientation

550 East 300 South, Kaysville, UT 84037
Tel: 801-593-2500 / Fax: 801-593-2539 /
www.davistech.edu

Certification Candidate Orientation

The Davis Technical College is an American Welding Society (AWS) Accredited Test Facility. This accreditation authorizes College Testing Supervisors to conduct AWS Welding qualification and certification tests by Certified Welding Inspectors (CWIs) in accordance with AWS QC7-93 and Supplement C Welder Performance Qualification Sheet Metal Test Requirements. The AWS issues the certification. Information regarding accreditation may be obtained at:

American Welding Society, Certification Department
8669 NW 36 Street, # 130
Miami, Florida 33166-6672
Telephone: (800) 443-9353, ext. 448
<http://www.aws.org/certification/ATF/>

Facility Representative Quality Assurance Manager

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Quality Assurance Manager / Technical Managers / Testing Supervisors

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Dear Certification Candidate:

Thank you for your interest in American Welding Society (AWS) Certification at Davis Technical College (Davis Tech). Attached is information you will need to take Welding Certifications. You should review AWS-QC 7 Standard for AWS Certified Welders carefully and ensure that your documentation is fully completed when you arrive at the College on the day of your scheduled test. Failure to complete the application and guidelines correctly may result in delays in the testing process.

Testing is conducted on Friday's from 8:00 a.m. – 3:00 p.m. Special arrangements can be made for testing of a group of employees or for those requiring special scheduling accommodations. This is dependent on the availability of the facility and resources as the testing facility also provides training to welders in a Welding Technology program.

You must register for your test at least one week early and may do so by calling my office or sending an email. On your scheduled test day, arrive at least 15 minutes prior to your scheduled test time. Parking is free and you may park in Lot P3. Come to the Davis Tech Main Campus, Room 1037. I will verify that you have everything required to take the test(s) and you will pay our Cashier before beginning your test(s).

Davis Tech is responsible for safety and health at the test facility. Prior to testing, the Testing Supervisor will explain test facility safety practices and expectations. You will be asked to sign a Candidate Testing and Safety Agreement. You are also expected to comply with American Welding Society Safety in Welding, Cutting and Allied Processes (ANSI Z49.1:2005).

If you have any questions concerning your application, the testing process or the Welding Technology program, please contact me.

Sincerely,

Oriahna Stockham
Davis Tech Welding Technology Instructor
Tel: (801) 593-2435
E-mail: oriahna.stockham@davistech.edu

Welder Test Candidate Checklist

You should arrive at the Test Facility at least 15 minutes before your scheduled test time. You will need to provide the following items. Failure to do so may result in delays in the testing process.

- Completed AWS Welding Certification Application.
- Check made payable to: “Davis Technical College” for the full amount of the test(s).
- Driver’s license or state issue identification card.
- Personal welding equipment including:
 - Helmet
 - Safety Glasses (must be worn in the shop at all times)
 - Welding Gloves
 - Leather Sleeves
 - Pliers/Wire Cutters
 - Measuring and Marking Tools (tape measure 6’ scale)
 - Soapstone and/or Scribe
- Work Clothes and Boots
- Long Sleeve Shirt – Darker color, cotton preferred, free from holes or fringes.
- Work Pants – No cuffs, tears or fringes.
- Shoes – Metal tip or high-top boots or shoes preferred, no open toe, canvas or athletic shoes.
- Cap – Cotton or leather preferred; no foam liners.

The Testing Center will provide a reference library, and all equipment and material required to conduct testing. This will include a pre-beveled test coupon, filler metal, clear face shields, cutting goggles (#5), clamps and/or vices.

Davis Technical College
Welding Technology Program
550 East 300 South, Kaysville, UT 84037
Free Parking Lot P3/ Main Campus / Room 1037

Certification Frequently Asked Questions

What is a Welder Certification?

The American Welding Society (AWS) has developed a program for certifying welders to national standards that are recognized by many industries. A welding certification lets employers know that you have successfully completed a practical test of your ability to perform one type of weld in accordance with industry standards. This certification is in the form of a card indicating the weld you are certified in which must be renewed every six months, or it will expire.

What is the purpose of Welder Certification?

The certification process was developed to determine the ability of welders to deposit sound welds in accordance with standardized requirements and to impose sufficient controls on the documentation and maintenance of certification to allow transfer between employers.

How many tests are there?

There is no one universal test to certify welders to all welding conditions. Welders may have to be certified in each process used (SMAW, GMAW, GTAW, and FCAW, etc.) and for each group of metals (mild steel, stainless, aluminum, etc.). Some tests restrict the thickness of metals that can be welded, as well as the direction of travel. Tests can be done with or without backing, and with various joint designs. In addition, some tests cover all positions of welding while some restrict positions.

What type of test should I take?

Consult your company's welding engineer, quality control engineer or quality assurance manager for the proper test. If you are self-employed, please conduct research to ensure the certification matches the work you will be performing. Also consider other qualifications that may cover the positions you will be welding.

What if there is a unique testing need for an employee?

You may submit written acceptance criteria to the Welding Supervisor for use in evaluating your employees' qualification test results. The acceptance criteria become a part of the Welder Certification Record and will be submitted to the AWS.

When will I find out if I passed the certification testing?

The Test Supervisor will notify you immediately of your test results.

When will I receive my certification card?

Upon successful completion of your certification, your test results will be submitted to the AWS. Expect to receive your qualification card and a supply of Certification Maintenance Forms from the AWS Certification Department in four to six weeks. At this time, your name will be placed on AWS's national list for certified welders.

If I fail, what are the rules for retesting?

Retesting rules follow D 1.1, which states that a retest will be allowed if evidence is provided showing that the welder has had additional training or practice after the failed test. No immediate retests will be allowed.

How do I maintain my welder certification?

Your certification period begins on the date of completion of the examination results and remains

valid for a period of six months unless you submit a Maintenance Certification Form each year. The form is used to document that you continue to engage in the welding process for which you are certified. Forms must be postmarked prior to the expiration date of certification and are extended for a period of twelve months from the date of the last use of the process. For more information, see AWS QC7-93 C12, Maintenance of Certification.

How do I update my welder certification after the certification period has expired?

A single test using any thickness for each process in which you were formerly certified will be conducted. Successful completion of the test rescues all of the previous qualifications for the process tested.

Does Davis Tech offer training?

The College offers a Welding Technology program. Information about the program is available at www.davistech.edu/welding.

What if my personal safety equipment is broken or I forget something?

There is a campus bookstore that sells welding supplies. The store hours are Monday - Thursday 7:30 am to 7:30 pm, Friday 7:30 am to 3:30 pm.

Whom should I contact for additional information?

Nick Price, CWI, CWE Davis Tech Lead Welding Technology Instructor & Facility Representative 801-593-2435 E-mail: nick.price@davistech.edu	Oriahna Stockham Davis Tech Welding Technology Instructor & Quality Assurance Manager Tel: (801) 593-2435 E-mail: oriahna.stockham@davistech.edu
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AWS Certified Welder Testing Procedures

During certification, you must demonstrate acceptable welding techniques in accordance with the written instructions contained in the Welding Procedure Specification (WPS) to produce a weld specimen. The first hour of your test will be dedicated to instruction in safety, review of the applicable Welding Procedure Specification (WPS) governing your test and resources available for your use during the test.

Although some practice is allowed, you are expected to be able to adjust equipment settings, assemble the test weldment and have the skill to weld the tests without guidance or assistance.

Where “Hold Point” is noted in the following procedures, you must stop and allow the Testing Supervisor to inspect your weld to verify that it is in accordance with AWS D1.1 and any particular Code, Standard, or the WPS.

1. Familiarize yourself with the equipment and the settings.
2. Use personal safety equipment applicable for the welding test.
3. Prepare pre-beveled plates for welding (where required). Grind or file to desired condition.
4. Assemble joint to proper dimensions and configuration.
5. Tack Weld according to specifications or direction.
6. Hold Point - Inspection of fit-up, configuration and dimensions. Instructor labels test coupon with the test candidate’s identification number.
7. Prepare to weld and follow the checklist provided to check the settings and familiarize yourself with the equipment.
8. Tack test coupon into position.
9. Hold Point - Inspection of correct position(s), polarity, machine settings, electrode type and size. Instructor will mark test coupon position to prevent movement.
10. Begin and complete weld following WPS. Remaining inspection steps will vary on the
11. different test. Specific inspection directions for the test(s) you are taking will be provided
12. and explained by Technical Manager and/or Test Supervisor.
13. Hold Point – Visual Weld Inspection. This inspection will determine pass or fail of the weld appearance according to the WPS codes or standards.
 - a. If a bend test is not required, this inspection would determine test results.
 - b. If a bend test is required, the weld test must pass the visual inspection to be prepared and bent. The instructor will prepare and perform the bend test.
 - c. Final Inspection and Evaluation – Test coupons will be evaluated by the instructor in accordance with prescribed codes and standards. You will be notified immediately
 - d. of your test results. The test coupon will be tacked together and stored for 24 hours.

Accredited Test Facility Shop Safety

Your test supervisor will be giving you a tour of the Welding Technology shop covering the location of various tools and equipment you might be using during your test. Most equipment will be familiar to you, but your test supervisor is willing to demonstrate the safe operation of any equipment you are unfamiliar with.

The following will also be covered during your tour:

- The location of the classroom Safety Center, Evacuation Map, First Aid Kit and other supplies needed in case of emergency.
- The location of all exits.
- The location of the Material Safety Data Sheets (MSDS).
- The appropriate way to use the Fume Extraction system.

Additional Information:

- **All accidents are to be reported to the test supervisor immediately, no matter how minor.**
- Personal Protective Equipment (PPE) is required beyond the yellow line; this includes safety glasses and appropriate clothing, including footwear.
- Safety glasses must be worn underneath your welding helmet.
- While grinding, ear protection and face shields must be worn.
- Equipment Safety Devices must never be removed or disabled. This includes guards on grinders and saws.
- Housekeeping rules are as simple as cleaning your work area. Welding booths are to be clean before and after you weld. All tools (including hand and power tools, multi-meters, recovery equipment gauges, brooms and dust pans), practice metal, including used welding rod stubs, must be taken out of the booth and put where it belongs. You must sweep out your booth and all debris should be put in the trash.
- Fume extraction must be turned on and positioned for the welding that is being done.

Certification Test Candidate Agreement

I understand that during testing, the Test Supervisor will only be allowed to do three things:

1) Provide materials and reference material relevant to the test. 2) Give instruction on welding machines and shop equipment operation. 3) Perform inspections during the test. They will NOT give advice on welding technique or proper setup of welding parameters.

I understand that unless otherwise stated, all visual examinations will be done per AWS D1.1. Test Supervisors have the right to modify time or allow candidates to retest immediately due to equipment failure or unforeseen issues beyond the candidates or test supervisors control.

I understand that the test may be terminated if the Test Supervisor determines that I do not do the following during testing:

- Use personal safety equipment and follow safety procedures.
- Adjust equipment and assemble the weldment independently.
- Exhibit the skill to perform the test satisfactorily.
- Complete weld in a timely manner according to industry standards.
- Receive the approval of the Test Supervisor prior to changing welding machine.

I understand that Evidence of removal of the test assembly or movement from the original location, except by accidental means (subject to concurrence from the Test Supervisor) will be cause for test termination.

I understand that if a weldment fails for any reason, the Test Supervisor will explain why or under what code and section it was rejected. It will be noted as a failed test on the WPQR. **If the test is failed for any reasons, no refund will be given.**

I have read, understand and agree to comply with the AWS Test Facility policies and procedures. I have been informed of lab safety expectations and requirements and I understand that I am expected to use personal safety equipment and follow safety procedures throughout the test. I understand that I am also expected to comply with American Welding Society Safety in Welding, Cutting and Allied Processes (ANSI Z49.1:2005).

Test Candidate

Test Supervisor

Date (*Agreement valid for one year*)

