



APPLICATION FOR PHOTOGRAPHIC CERTIFICATION

Instructions

1. Complete all sections of the application. Please provide all relevant information requested.
2. Members of PPA or SEP have the administration costs of Certification spread out over the term of the credential. An application fee of \$100.00 must accompany your application. Once you are certified a nominal fee of \$50.00 will be assessed annually.
3. The fee for candidates who are not members of PPA or SEP is \$500.00. For these non-members a re-certification fee of \$250 is assessed every five years.
4. The application fee is non-refundable.
5. The application and fee are valid for a period of two years from the date processed. Failure to complete the Certification program during this period of time will result in your candidacy being revoked. You may choose to re-apply and begin the process anew. Exceptions to this time limit may be granted due to extenuating circumstances. Petitions for an extension must be submitted in writing to the Certification administrators within one year of the lapse of your application.
6. Submit your application and application fee to:
Professional Photographic Certification Commission, 229 Peachtree St. Suite 2200, Atlanta, GA 30303.

Note: The signed and completed application must be received before you can be considered a candidate for Certification. You may not register for the examination or submit images for review until the Certification administrators have received your application.

Procedures for Certification:

1. While the administrators of the Certification program wish to assist you to receive the Certification designation, it is your responsibility to arrange for the examination, submit images for review in accordance with the policies of the Certified Professional Photographer program, and complete all facets of the program under the guidelines established by the Certification Commission.
2. Policies and procedures of the Certification program are subject to change without prior notification.
3. Candidates are required to register for the Certification examination at least five business days in advance of the desired examination date by calling the service center at 800-786-6277. You will be required to show official, signed photographic identification upon arrival at the testing site. Please note that submitting your application is not the same as registering for the exam. You must contact us to verify your testing site after we have processed your application.
4. Please remember: Submitting your application is NOT the same as registering for the exam. You must contact the Certification Commission in order to register for an examination AFTER submitting your application.



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Personal Information (Please type or print clearly)

Name of Applicant: _____

Business Name: _____

Home Phone: _____ Business Phone: _____

Fax Number: _____ Web Address: _____

E-Mail Address: _____

Business Address: _____

PPA/IAPEP/CPI ID Number (if applicable): _____

Membership Status:

Please indicate your current membership status:

- Non- Member of any partner organization
- PPA Professional Active or Additional Associate Member
- PPA Aspiring Member (must upgrade before becoming Certified or pay non-member fee).
- SEP Member
- CPI Member

Information about your Business:

Indicate the percentage of annual sales your business derives from the following services:

Advertising/Commercial _____% Corporate/Industrial _____% Portrait _____%

Wedding _____% Videography _____% Sports/Events _____%

Signature

By signing below I am agreeing to the terms and conditions outlined to attain Certification. I also agree to act ethically and honestly in completing all facets of the Certification program. I understand that willful violation of the certification procedures may result in denial of the credential and an ethics review by any partner association of which I am a member.

Signature

Date

Credit Card: Master Card American Express Visa

Account Number: _____ Expiration Date: _____