

## AVZMT 2012 Examination Application Information

\*\*Notification of intent to submit an application for the 2012 examination must be received via email, [avzmt.email@gmail.com](mailto:avzmt.email@gmail.com), no later than December 1, 2011. Notification of cancellation must be received no later than January 31, 2012.

VTS [Zoo] examination application process:

- The applicant shall submit the non-refundable application fee of \$50.00 and four [4] copies of the completed application packet to the AVZMT Credentialing Committee on or before eight [8] months prior to the scheduled examination date.<sup>1</sup> Each packet must be presented neatly, in a three [3] ring binder. The documents shall be organized in the following order:
  - 1) Form 1 Applicant Information and required documentation
  - 2) Form 2 Employment History and required documentation
  - 3) Form 3 Continuing Education Record and required documentation
  - 4) Form 4a-4m Advanced Skills Lists {75% of list completed}
  - 5) Form 5 Case Logs {**Cases prior to October 1, 2009 are ineligible**}
  - 6) Case Reports
  - 7) Letters of Recommendation
  - 8) Form 6 Waiver Agreement
- Applicants will receive notification of delivery from the Credentialing Committee by USPS Certified mail.
- Eligibility rulings are made by the AVZMT Executive Board from the information provided by the Credentialing Committee. Applicants will be notified of accept/decline status no less than six [6] months preceding the scheduled examination date.<sup>2</sup>
- Approved candidates will be advised of the exam format no less than three [3] months prior to the examination.<sup>3</sup>

*Format changes to application forms or incomplete application packets shall render the candidate ineligible for the examination.  
The application fee will not be refunded.*

For the 2012 examination:

<sup>1</sup>February 28, 2012

<sup>2</sup>April 30, 2012

<sup>3</sup>July 31, 2012