To the applicant:

Before completing the application, please read the Code of Ethics and Article 2.3 of the Bylaws of the Institute which are included in this application booklet. Qualifications for categories of Member and Associate are summarized on the requirements page. **Complete only those sections that are required for your category.**

This is an application for:

- [ ] Certified Professional Geologist (CPG)  Complete all sections.
- [ ] Upgrade to CPG  Complete all sections.
- [ ] Professional Member  Complete sections I, II, V, VI, X.
- [ ] Early Career Professional Member  Complete sections I, II, V, VI, X.
- [ ] Student  Complete sections I, II, V, VI, X.
- [ ] Associate  Complete sections I, VI, X.

Are you a current/former Member of AIPG?  [ ] Yes  [ ] No  If yes, what was your Member number?  

What was the last year you were active (if known)?  

**I. PERSONAL DATA**

<table>
<thead>
<tr>
<th>Last Name:</th>
<th>First:</th>
<th>Middle:</th>
<th>Suffix:</th>
</tr>
</thead>
<tbody>
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<table>
<thead>
<tr>
<th>Maiden Name:</th>
<th>Informal:</th>
<th>Employer:</th>
</tr>
</thead>
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</table>

Preferred mailing address:  [ ] Home  [ ] Business or School

<table>
<thead>
<tr>
<th>Address:</th>
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<tbody>
<tr>
<td>City:</td>
<td>State:</td>
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</tbody>
</table>

Secondary mailing address:  [ ] Home  [ ] Business or School

<table>
<thead>
<tr>
<th>Address:</th>
<th></th>
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</thead>
<tbody>
<tr>
<td>City:</td>
<td>State:</td>
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</table>

Work phone:  Home phone:  Fax:  Cell:  

<table>
<thead>
<tr>
<th>Email:</th>
<th></th>
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<tbody>
<tr>
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</tbody>
</table>

Current employment category:

- [ ] Academia/Research  
- [ ] Corporation  
- [ ] Consultant  
- [ ] Self Employed  
- [ ] Retired  
- [ ] Student  
- [ ] Federal Government  
- [ ] State/Local Government  
- [ ] Other

Major fields of geologic practice: (refer to Field of Practice Specialty Code list)

<p>| | | |</p>
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<td>(1)</td>
<td>(2)</td>
<td>(3)</td>
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</table>

Optional information for statistical purposes only.

<table>
<thead>
<tr>
<th>Male</th>
<th>Female</th>
<th>Birth date</th>
<th>Citizenship</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
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</tbody>
</table>
IF MORE SPACE IS REQUIRED, ATTACH ADDITIONAL SHEETS AND IDENTIFY APPROPRIATE SECTION OF FORM.

II. RECORD OF COLLEGE TRAINING: List the most recent school attended first. Indicate by S or Q whether the credits were semester or quarter hours. Official certified transcripts from each school listed where hours of geology were earned must be sent directly to AIPG by the school for CPG applicants only.

<table>
<thead>
<tr>
<th>From</th>
<th>To</th>
<th>College or University</th>
<th>Major subject</th>
<th>Hours of geology</th>
<th>Degrees received and dates</th>
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</thead>
<tbody>
<tr>
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</table>

List any additional geologic related short courses.

<table>
<thead>
<tr>
<th>Dates</th>
<th>Organization, College or University</th>
<th>Title of course</th>
<th>CEU's or Certificate received</th>
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<tbody>
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</tbody>
</table>

III. RECORD OF EXPERIENCE: Account for your professional activities, whether geological or not, in chronological order since the beginning of your geological work experience. List your most recent position first and leave no unexplained gaps.

If you are applying for CPG, a Geological Experience Verification form must be provided for each position held in which you worked as a professional geologist and identify position(s) of responsibility (see requirements). Complete the Applicant’s portion of the form and send it to the person(s) who have agreed to verify that portion of your experience that you wish to be used for consideration. The verifier will complete the front page of the form and send it to AIPG. Verifiers may be contacted directly by AIPG for clarification or for supplemental information. It is preferred, but not required, that the forms be completed by professional geologists. See Sponsor Statement form for definition of professional geologist.

<table>
<thead>
<tr>
<th>From</th>
<th>To</th>
<th>Employer</th>
<th>Title of Position</th>
<th>Name of person who will verify experience</th>
<th>Months of geological work*</th>
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</thead>
<tbody>
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</table>

* Geological work may include time spent managing/supervising other geologists, reviewing geologic reports, and conducting the administration appropriate and necessary to your work as a geologist. Total is months worked x % of time doing geological work.

IV. SPONSORS: Please see requirements for the number of sponsors required for your application. All sponsors must be able to attest to your professional qualifications and ethics in unequivocal terms, based upon their own current knowledge. A sponsor may also be used to verify your employment. If a sponsor verifies your employment, they must use both forms. For CPG, no more than 2 sponsors may be employed by the same firm at the time of application submission and none may be related to the applicant or be the applicant’s subordinate. Each sponsor must complete the Sponsor’s Statement and send it directly to AIPG. If you do not know enough AIPG CPG Members to sponsor you, see AIPG Bylaws 2.3.1. for alternative.

<table>
<thead>
<tr>
<th>List your sponsors</th>
<th>Name</th>
<th>Address</th>
<th>AIPG#</th>
</tr>
</thead>
<tbody>
<tr>
<td>*AIPG CPG Member</td>
<td></td>
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<td></td>
</tr>
<tr>
<td>*AIPG CPG Member</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Professional geologist</td>
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<tr>
<td>Professional geologist</td>
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<tr>
<td>Sponsoring society (see Bylaws 2.3.1.)</td>
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</tbody>
</table>

* Required for CPG Applicants
V. REGISTRATION AND LICENSURE: Do you now hold or have you ever held a state certification, license or registration to practice as a Professional or Certified Geologist?  ☐ Yes  ☐ No

If yes, list below each certification, license or registration which you have held or are currently holding. Provide proof of each that you currently hold. Proof must include expiration date of certification, license or registration.

<table>
<thead>
<tr>
<th>Jurisdiction</th>
<th>Title/Number</th>
<th>Effective Dates</th>
<th>Reason for Termination</th>
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</thead>
<tbody>
<tr>
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</table>

Have you ever been refused a geologist certification, license, or registration, or the renewal thereof?  ☐ Yes  ☐ No

If yes, by whom and reasons given?

Have you ever had a certification, license, or registration to practice geology, or any other profession, revoked, suspended or otherwise acted against (including probation, fine, or reprimand) in a disciplinary proceeding?  ☐ Yes  ☐ No

If yes, by whom and reasons given?

VI. LEGAL HISTORY: Have you, or a partnership, or corporation of which you were a partner, officer or director, ever been:

☐ Yes ☐ No  Convicted of a crime, in any jurisdiction, which directly relates to the practice of geology or the ability to practice geology?

☐ Yes ☐ No  Indicted for, or convicted of, a felony in any jurisdiction?

☐ Yes ☐ No  The subject of an investigation, injunction, fines, or penalties concerning any alleged consumer, investor, or securities fraud in any jurisdiction?

☐ Yes ☐ No  A defendant in any jurisdiction in a civil action arising out of the practice of geology?

If you answered yes to any of the above questions, please provide an explanation of the charges and the final judgment and why these charges and judgments are not pertinent to your professional standing and should not be considered in this review. Attach additional sheets if necessary.

VII. AFFILIATIONS: List the geological societies and organizations of which you are an active member.

<table>
<thead>
<tr>
<th>Name of Organization</th>
<th>Class of Membership</th>
<th>Year joined</th>
<th>Offices held</th>
<th>Honors received</th>
</tr>
</thead>
<tbody>
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</tbody>
</table>

VIII. PUBLICATIONS: Give title and publisher of significant scientific articles or books you have authored or co-authored (list co-authors). Manuscripts accepted for publication should be listed as such. A complete list of publications is not required.

IX. ADDITIONAL INFORMATION: Other pertinent information in support of your AIPG Membership application may be included here. Curricula vitae and resumes are invited.
X. AFFIDAVIT: In affixing my signature to this application, I warrant that all statements made herein and on the appended sheets are true and correct to the best of my knowledge, information, and belief and further, I affirm that I have read the Bylaws and Code of Ethics of the American Institute of Professional Geologists and that I subscribe to and will abide by them and all of the provisions in them as now in effect or hereafter amended, and that any untrue or incorrect statement knowingly made by me in this application, or my failure to abide by the Bylaws and Code of Ethics, shall be grounds for my suspension or expulsion from the Institute as may be determined and directed by the Executive Committee.

I affirm adherence to applicable professional and ethical standards, have not had a certification, license, or similar qualification suspended or terminated for ethical or disciplinary reasons during my career, nor have I resigned from such designation in participation of or in settlement of proposed grievance or disciplinary proceedings.

I agree to fully cooperate in the processing by AIPG of my application. I will furnish any additional information requested by the Institute. I hereby grant AIPG permission to contact listed employers, sponsors, and others who may provide information concerning my qualifications for Membership, and to divulge information contained in the application, or obtained in AIPG’s investigation of my qualifications, which is necessary for AIPG to independently verify my qualifications.

Name (printed or typed):

Signature: Date:

Notary statement and seal. ONLY REQUIRED FOR CPG APPLICANTS.

STATE OF COUNTY OF

BEFORE ME, the undersigned authority, on this day personally appeared , known to me to be the person whose name is subscribed to the foregoing instrument and acknowledged to me that he/she executed the same as a warranty of the statements therein contained, of his/her own free will and volition.

Given under my hand and seal of office this the date of A.D. ________.

My commission expires ________________.

Notary Public in and for ________________ County, State of ________________.

DO NOT WRITE BELOW THIS LINE.

CPG SECTION SCREENING ACTION:
Date received by Section ____________________________
Committee recommendation: ☐ Approve ☐ Disapprove
Date sent to Headquarters ____________________________
Comments: ______________________________________
_________________________________________________
_________________________________________________
_________________________________________________
_________________________________________________
_________________________________________________
_________________________________________________
_________________________________________________

Signature of Section Screening Chairman: ______________________________________

CPG NATIONAL SCREENING ACTION: Approve Reject Date
__________________________________________  ☐  ☐  ________
Signature of Committee member

__________________________________________  ☐  ☐  ________
Signature of Committee member

__________________________________________  ☐  ☐  ________
Signature of Sub-Committee chairman

__________________________________________  ☐  ☐  ________
Signature of National chairman (if needed)

FOR ALL MEMBERSHIP CATEGORIES EXCEPT CPG.
Headquarters Approval Date ______________________________________

Executive Committee Action (if needed):
Attested: Approve Reject Date
__________________________________________  ☐  ☐  ________
Signature of Institute Secretary
(applicant’s name) has filed an application with the American Institute of Professional Geologists for Certification as a Certified Professional Geologist. This Certification depends, among other considerations, on the verification of the extent, diversity, and quality of his/her practical training and geological experience as described on the reverse side of this form. Please assist us by supplying the information requested below, based upon your own personal, first-hand knowledge of the applicant. Attach additional sheets if needed. Thank you.

Verification of experience from (month and year)   To

Applicant’s employer during this period:

--- SEE APPLICANT’S COMPLETE STATEMENT ON REVERSE SIDE OF FORM ---

To be completed by person verifying geologic experience:

<table>
<thead>
<tr>
<th>Name</th>
<th>Current employer</th>
<th>Current job and/or professional title</th>
<th>Complete Business address</th>
<th>Email/Office phone number</th>
<th>Nature of current business</th>
</tr>
</thead>
</table>

1. Profession and specialty (if any) ___________________________ Years Experience ____________

2. What was your business or professional relationship to the applicant during the time described?

__________________________________________________________________________________________________________________________________________________________________________

__________________________________________________________________________________________________________________________________________________________________________

3. The portion of employment or experience we wish you to verify is described by the applicant on the reverse side of this form. Please state your opinion regarding the accuracy of the description, including duration, extent, and complexity of work, particularly the geological work and whether the work was in a position of responsibility, and indicate your evaluation of the applicant’s performance.

__________________________________________________________________________________________________________________________________________________________________________

__________________________________________________________________________________________________________________________________________________________________________

4. If there is any portion of the described experience with which you are insufficiently familiar, please identify the portion and explain.

__________________________________________________________________________________________________________________________________________________________________________

__________________________________________________________________________________________________________________________________________________________________________

5. Additional Comments?

__________________________________________________________________________________________________________________________________________________________________________

__________________________________________________________________________________________________________________________________________________________________________

6. List your Professional Certification(s), License(s), or Registration(s), if any.

__________________________________________________________________________________________________________________________________________________________________________

__________________________________________________________________________________________________________________________________________________________________________

Signature ___________________________ Date ___________________________

Return completed form to: American Institute of Professional Geologists
1333 West 120th Ave., Suite 211, Westminster, CO 80234-2710
<table>
<thead>
<tr>
<th>Name of person verifying your work experience</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Name and address of your employer at time of experience</td>
<td></td>
</tr>
<tr>
<td>Date of employment:</td>
<td></td>
</tr>
<tr>
<td>From</td>
<td>To</td>
</tr>
<tr>
<td>Percent full-time</td>
<td>Percent of full-time work which was geological*</td>
</tr>
<tr>
<td>Percent part-time</td>
<td>Percent of part-time work that was geological*</td>
</tr>
<tr>
<td>Total experience in months</td>
<td>Percent of work in a position of responsibility</td>
</tr>
</tbody>
</table>

*Geological work may include time spent managing/supervising other geologists, reviewing geologic reports, and conducting the administration appropriate and necessary to your work as a geologist.

Reason for leaving

___________________________________________________________________________________________________
___________________________________________________________________________________________________

Name of supervisor:

**Description of Geological Experience:** Make explicit statements, listing and defining geological work performed. The description should be specific and contain details as to how the job included the application of geological principles, theories, and knowledge in the collection, analysis, and interpretation of geological data. Include a statement describing the extent and complexity of work performed. In particular, identify work “in a position of responsibility” as defined in the requirements for Certification (Bylaw 2.3.1.4). A listing of projects, without details regarding the geological aspects, is not sufficient for a fair evaluation of your experience. Terms such as “managed”, “was involved in”, “participated in”, “served on a team”, and so forth do not provide sufficient detail. It is better to use terms that identify duties, such as “project director”, “principal investigator”, “well-site geologist”, “geologic team foreman”. If more space is needed, attach additional sheets.
SPONSOR'S STATEMENT

Any non-AIPG Sponsor must be a professional geologist. For the purposes of this application, a professional geologist sponsor is defined as one who has a baccalaureate degree or higher with 30 semester hours (or equivalent) in geological sciences and 5 years of post-degree experience in the practice of geology as a vocation. Applicant information received by AIPG will be considered confidential. Application materials will be divulged only to those directly involved in review of that particular application.

To the Sponsor:

__________________________ (applicant’s name) has filed an application with the American Institute of Professional Geologists for Membership in AIPG or Certification as a Certified Professional Geologist and has named you as a Sponsor. Membership and Certification depend, among other considerations, upon an evaluation of the applicant’s professional and ethical reputation. Please assist us by supplying the information requested below, based upon your own personal, first-hand knowledge of the applicant. Thank you.

<table>
<thead>
<tr>
<th>Sponsor’s name</th>
</tr>
</thead>
<tbody>
<tr>
<td>Sponsor’s current employer</td>
</tr>
<tr>
<td>Sponsor’s current job and/or professional title</td>
</tr>
<tr>
<td>Sponsor’s complete business address</td>
</tr>
<tr>
<td>Sponsor’s Email /office phone number</td>
</tr>
<tr>
<td>Nature of current business</td>
</tr>
</tbody>
</table>

1. How long have you known the applicant? ________________________________

2. Past Relationships: ________________________________

3. Present Relationship: ________________________________

4. Do you have knowledge of the professional and ethical reputation of the applicant in his/her professional and business community?  □ Yes  □ No

5. What is his/her reputation?

__________________________________________________________________________________________________________________________________________________________________________________________________________

6. Do you personally agree with that reputation? □ Yes  □ No (please explain)

________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________

7. Have you had business or other professional dealings with the applicant?  □ Yes  □ No
   Remarks:

________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________

8. If your answer to 7 is No, would you willingly have future dealings? □ Yes  □ No
   Remarks:

________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________________
9. Are you aware of any business or professional activities by the applicant that you would consider to be questionable or unethical?  
☐ Yes  ☐ No  
Remarks:__________________________________________________________________________________________  
__________________________________________________________________________________________  

10. State to the best of your knowledge whether the applicant is honest and trustworthy.  
__________________________________________________________________________________________  
__________________________________________________________________________________________  
__________________________________________________________________________________________  

11. Do you have any reservations about the applicant's professional and ethical standards?  
☐ Yes  ☐ No  
Remarks:__________________________________________________________________________________________  
__________________________________________________________________________________________  

12. Are you willing to provide further information to AIPG if requested?  
☐ Yes  ☐ No  
Remarks:__________________________________________________________________________________________  
__________________________________________________________________________________________  

13. Any additional comments you wish to make:  
__________________________________________________________________________________________  
__________________________________________________________________________________________  
__________________________________________________________________________________________  

☐ I certify that I am a Member of the American Institute of Professional Geologists.  
AIPG Member number ________  
☐ I am licensed or certified to practice geology as follows:  
Licensing Certifying organization(s) ___________________________  
License/certification number(s) ___________________________  
☐ I am a professional geologist, as defined on the front of this form.  

Signature ___________________________  
Date ___________________________  

The person completing this form must return the completed form directly to:  

American Institute of Professional Geologists  
1333 West 120th Ave., Suite 211  
Westminster, CO 80234-2710
Application Fee/Dues Payment Form

Payment must be included for your application to be processed.

Applicant Last Name: ________________________________  First Name: ________________________________  M.I.: __________________

<table>
<thead>
<tr>
<th>Check member type you are applying for.</th>
<th>Application Fee</th>
<th>Dues</th>
</tr>
</thead>
<tbody>
<tr>
<td>☐ Certified Professional Geologist</td>
<td>$70</td>
<td></td>
</tr>
<tr>
<td>☐ Upgrade to Certified Professional Geologist</td>
<td>$50</td>
<td></td>
</tr>
<tr>
<td>☐ Professional Member</td>
<td>N/A</td>
<td></td>
</tr>
<tr>
<td>☐ Early Career Professional Member</td>
<td>N/A</td>
<td></td>
</tr>
<tr>
<td>☐ Student</td>
<td>N/A</td>
<td>FREE</td>
</tr>
<tr>
<td>☐ Associate</td>
<td>N/A</td>
<td></td>
</tr>
</tbody>
</table>

If you apply: Dec – Mar = $155; Apr – Jun = $116.25; Jul – Sep = $77.50; Oct – Nov = $38.75 (This amount covers the first calendar year of your membership.)

Annual Dues $77.50 (FREE the first calendar year of signing up for your membership.)

$80; If you apply: Dec – Jun = $80; Jul – Nov = $40.00 (This amount covers the first calendar year of your membership.)

Payment Method: ☐ Check ☐ Visa ☐ MasterCard ☐ Amex ☐ Money Order

Payments are made in US funds.

Credit Card Acct #: ________________________________  Exp. Date: ________________________________  Security Code: ________________________________

Print Cardholder Name: ________________________________

Cardholder’s Signature: ________________________________

Credit Card Billing Address: ________________________________

Cardholder’s Daytime Phone: ________________________________

This application fees are non-refundable.
Key to Specialty Fields of Practice

<table>
<thead>
<tr>
<th>App/Eval</th>
<th>Micropal</th>
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<tbody>
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<td>Coal</td>
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<tr>
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<td>ColdReg</td>
<td>NatGas</td>
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<td>CompApp</td>
<td>Oprs/Dev</td>
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<td>CnstrMat</td>
<td>Paleont</td>
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<td>EconG</td>
<td>Palynol</td>
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<td>EngrgG</td>
<td>Petroog</td>
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<td>Petroleum</td>
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<td>SoilSci</td>
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<td>Stratig</td>
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<td>WsteDis</td>
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<td>WtrRes</td>
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<td>MathG</td>
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<tr>
<td>Metallic</td>
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</tbody>
</table>

Required & Recommended Courses for Degree in Geological Sciences

AIPG recognizes a core of required courses common to most curricula and essential to the training of geologists. If you have not taken these courses, annotate your application to explain how these areas of geology have been covered elsewhere in your coursework.

<table>
<thead>
<tr>
<th>Course</th>
<th>Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>Physical Geology</td>
<td>4 semester hours or equivalent</td>
</tr>
<tr>
<td>Historical Geology</td>
<td>4 semester hours</td>
</tr>
<tr>
<td>Rocks &amp; Minerals</td>
<td>4 semester hours</td>
</tr>
<tr>
<td>Structural Geology</td>
<td>3 semester hours</td>
</tr>
<tr>
<td>Stratigraphy</td>
<td>3 semester hours</td>
</tr>
<tr>
<td>Field Geology</td>
<td>6 semester hours</td>
</tr>
</tbody>
</table>

Some programs recommend or require courses that reflect regional differences. The remaining hours required for CPG and Member could come from the following (or equivalent) courses.

<table>
<thead>
<tr>
<th>Course</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Applied Geophysics</td>
<td>Invertebrate Paleontology</td>
</tr>
<tr>
<td>Economic Geology</td>
<td>Petroleum Geology</td>
</tr>
<tr>
<td>Environmental/Engineering</td>
<td>Petroleum, or Petrography, or</td>
</tr>
<tr>
<td>Problems</td>
<td>Sedimentary Petrology, or</td>
</tr>
<tr>
<td>Geomorphology</td>
<td>Igneous and Metamorphic</td>
</tr>
<tr>
<td>Groundwater Hydrology, or</td>
<td>Petrology, or Optical Mineralogy</td>
</tr>
<tr>
<td>Hydrogeology or Hydrogeochemistry</td>
<td>Sedimentology</td>
</tr>
</tbody>
</table>

Other courses will be reviewed and considered by the screening committees.
### Types of Membership and Requirements

#### CERTIFIED PROFESSIONAL GEOLOGIST

**EDUCATION:**  
a baccalaureate or higher degree in a geological science and 36 semester or 54 quarter hours in geological sciences*; certified copy of official transcripts must be sent by each college or university

**EXPERIENCE:**  
8 years or 96 months in the practice of geology beyond bachelor's degree. A master's degree in a geological science is credit for 1 year or 12 months or a doctorate is credit for 3 years or 36 months of professional experience. Three years of the required experience in the practice of geology shall be in (a) position(s) of responsibility defined as one in which the individual was depended on for significant participation, management and decision making, and that the applicant is capable of scoping, supervising, and checking relevant work to ensure it meets industry standards acceptable to the Executive Committee.

**SPONSORS:**  
3 required from professional geologists, 2 of whom must be CPG’s (see Section 2.3.1.4 of the Bylaws for exceptions)

**CERTIFICATION/REGISTRATION:**  
None required

**SCREENING:**  
Section and National

**APPLICATION FEE:**  
$70 (to upgrade from Professional Member to CPG, the fee is $50)

**ANNUAL DUES:**  
$215 plus Section dues; National dues prorated for remainder of year when accepted

#### EARLY CAREER PROFESSIONAL MEMBER

**EDUCATION:**  
30 semester or 45 quarter hours in geological sciences* with a baccalaureate or higher degree; certified copy of official transcripts must be sent by each college or university

**EXPERIENCE:**  
Applicants must apply during the first three years upon earning a baccalaureate.

**SPONSORS:**  
None required

**CERTIFICATION/REGISTRATION:**  
None required

**SCREENING:**  
Headquarters can approve

**APPLICATION FEE:**  
None

**ANNUAL DUES:**  
Annual Dues $77.50  
(FREE the first calendar year of signing up for your membership.)

**ONLINE SIGNUP AVAILABLE:**  
Yes

#### PROFESSIONAL MEMBER

**EDUCATION:**  
30 semester or 45 quarter hours in geological sciences* with a baccalaureate or higher degree; certified copy of official transcripts must be sent by each college or university

**EXPERIENCE:**  
No proof required

**SPONSORS:**  
None required

**CERTIFICATION/REGISTRATION:**  
None required

**SCREENING:**  
Headquarters can approve

**APPLICATION FEE:**  
None

**ANNUAL DUES:**  
If you apply: Dec – Mar = $155;  
Apr – Jun = $116.25; Jul – Sep = $77.50;  
Oct – Nov = $38.75 (This amount covers the first calendar year of your membership.)

**ONLINE SIGNUP AVAILABLE:**  
Yes

#### STUDENT

**EDUCATION:**  
Currently enrolled in a geological science* degree program

**EXPERIENCE:**  
No proof required

**SPONSORS:**  
None required

**CERTIFICATION/REGISTRATION:**  
None required

**SCREENING:**  
Headquarters can approve

**APPLICATION FEE:**  
None

**ANNUAL DUES:**  
None

**ONLINE SIGNUP AVAILABLE:**  
Yes

#### ASSOCIATE

**EDUCATION:**  
No proof required

**EXPERIENCE:**  
No proof required

**SPONSORS:**  
None required

**CERTIFICATION/REGISTRATION:**  
None required

**SCREENING:**  
Headquarters can approve

**APPLICATION FEE:**  
None

**ANNUAL DUES:**  
If you apply Dec - Jun = $80;  
Jul - Nov = $40.00 (This amount covers the first calendar year of your membership.)

**ONLINE SIGNUP AVAILABLE:**  
Yes

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**Note to those who received their degrees from non-U.S./Canadian universities:** If you received a degree from a university or college outside the U.S. or Canada, and the school is unable to provide an acceptable transcript, you must submit a copy of your diploma and a list of courses taken. The Screening Committee may ask you to provide additional information or an equivalency evaluation, at your expense.

*As defined by the American Geological Institute, a geological science is any of the subdisciplinary specialties that are part of the science of geology; e.g., geophysics, geochemistry, paleontology, petrology, etc.*
First of all, THANK YOU for your interest in joining the AIPG at the CPG level! I am the Chairman of AIPG’s National Screening Committee, and I want to welcome you to what should be a relatively straight-forward process. However, as with all things human, questions will arise and uncertainty cloud the path. Please feel encouraged to contact us and ask those questions so we may clear up any uncertainty before it becomes a problem.

Accompanying is a guidance for the application process titled “Applications for the Forms Challenged”. Included in this guidance are the specific AIPG Bylaw sections pertaining to the requirements for the CPG and the CPG application process. Also included are instructions to access the complete up-to-date Bylaws and Code of Ethics. Note that you must declare familiarity with the Code of Ethics in signing your application so it is important that you access the Bylaws and Code of Ethics through the website.

The guidance comprises the “Assembly Manual” for your application. The guidance contains THE INSTRUCTIONS as expanded from those on the application itself. The guidance has been revised as of May, 2022 and will be revised again whenever changes are made to the application process. The beginning section covers the basics of what the reviewers are looking for on an application. Each time the application is revised, we add the wisdom of what needed improvement. Encountered problems and how to avoid them are derived from our reviewing the applications you and others submit.

Over time the guidance has developed into a considerable compilation of experience we make available to applicants. BUT IT SHOULD GO WITHOUT SAYING, YOU MUST READ THE GUIDANCE TO TAKE ADVANTAGE OF THE EXPERIENCE THEREIN! So, please, PLEASE, PLEASE take the few minutes it will require to read through the guidance and then refer to it when you need to. It will literally save you, your verifiers, and your sponsors hours in the application process and potentially weeks to months in the review process.

Please note that, if you are reading this in a language other than English, while we sincerely welcome your application, it must be submitted in English for our reviewers to process.

Finally, as I indicated above, please don’t hesitate to contact Member Services (Dorothy Combs) at AIPG Headquarters should you have any questions the guidance doesn’t answer and, if appropriate, she will put you in touch with me so I can help resolve your uncertainty.

Lawrence M. (Larry) Austin, CPG 5181
Chairman, AIPG-National Screening Committee
We have requirements and we're sticking to them. However, what should be a relatively simple process often is not and often is made more difficult as more people get involved. So, my objective here is to help both our applicants and our membership in the promotion of and assistance with the application process. I'm going to concentrate on the CPG application process although, to a great degree, the comments also apply to our other categories of membership.

First of all, let me introduce myself. I'm one of the gate keepers. My official position is that of chairperson of the National Screening Committee (NSC), a position I've enjoyed for several years now. I work with a team of your colleagues who are endowed with phenomenal patience and unswerving dedication. They contribute untold hours to the process. Herein I hope to lessen that load a bit.

Let's start with Article 2.3.1 of the AIPG Bylaws:

2.3.1 Requirements to be a Certified Professional Geologist

Any person whose application for certification as a Certified Professional Geologist was received prior to May 14, 2005 and who has met the requirements for such certification as they existed on the day that such person's application was received shall be categorized as a Certified Professional Geologist upon approval pursuant to the procedures in effect on the day prior to the date the application was received.

Beginning on May 14, 2005, the requirements for certification as a Certified Professional Geologist shall be:

1. a baccalaureate or higher degree in a geological science, and a minimum of thirty-six semester hours or fifty-four quarter hours in geological sciences as recognized and approved by the Executive Committee; and at the discretion of the Executive Committee; acceptable continuing education to demonstrate a currency with technical, regulatory, and economic factors affecting the profession, and
2. eight years or ninety-six months of experience in the practice of geology acceptable to the Executive Committee. A master's degree in a geological science shall credit the applicant with one year or 12 months of professional experience, or a doctorate in a geological science shall credit the applicant with three years or thirty-six months of such experience. In lieu of 1 and 2 above, evidence satisfactory to the Executive Committee of the applicant's sound knowledge and proficiency in a field of geological science may be substituted.

Applicants for Certified Professional Geologist shall affirm their adherence to applicable professional and ethical standards and shall provide acceptable references from either (1) at least three professional geologists who have personal knowledge of the applicant's qualifications, integrity, and conduct, at least two of whom are Certified Professional Geologists, or (2) a professional society that is specifically recognized for this purpose by the Executive Committee. In extraordinary circumstances, as an alternative to all or part of the foregoing, the Executive Committee may require acceptable references from no fewer than six professional geologists who have personal knowledge of the applicant's qualifications, integrity, and conduct.

These are the requirements for CPG certification. There are somewhat different requirements for other categories of membership and the reader is referred to Articles 2.3.2 through 2.3.4 for those other requirements.

And Section 2.3.1.4,

Three years of the required experience in the practice of geology shall be in (a) position(s) of responsibility defined as one in which the individual was depended on for significant participation, management and decision making, and that the applicant is capable of scopeing, supervising, and checking relevant work to ensure it meets industry standards acceptable to the Executive Committee.

Now let's look at the process of assembling the information, filling out the forms and actually submitting an application for CPG with the expectation that it will be acceptable. The forms are available on-line in a package intended to provide the applicant with everything he/she needs to submit a complete package. They're under “Member Forms” and available in both .PDF and MS Word formats. I'd recommend the Word format if you intend to fill it out on the computer unless you have a .PDF editor available. There's also a flow chart if you wish to see how the process unfolds. Note to members: If you're
assisting someone in the application process, be sure to have them send you, preferably via email, whatever they have at the time the question(s) arise. Now, if you’re like me, print all 10 pages so you have something in front of you to review. Just remember, if you’re looking over a partially completed application, destroy your copy when done to ensure confidentiality.

Very important note! The application MUST be filled out in ENGLISH! If you are not able to fill it out in English, it is your responsibility to get it translated into English before it is submitted for review!

We start on the cover page, Section I: Most of this is relatively straightforward personal and current employment data. We need it for purposes of contacting the applicant should any questions arise - and they do. Just let us know how and where to best contact you, the applicant. Note that if you have licensing data to report in Section V, you should be sure the name entered here matches the name on your license(s) reported there.

One item that’s a little more confusing is the “Major Fields of Geologic Practice.” For brevity we use a series of abbreviations given on the second to last page of the packet. Pick the three that best apply to what you’re doing.

Now let’s go to Page 2, Section II, Record of College Training. This is where you list your education so that we can compare it to the requirements of the Bylaws and the college transcripts. The applicant should list each college or university attended in order beginning with the most recent. They should include all studies, even those that did not involve geological sciences as we’ll delve into any gaps we perceive in the history. Just note on the form that the major subject was something else. Hours of geology can be provided in either Semester hours or Quarter hours but tell us which units you’re using. And do the same for post-graduate continuing education courses although here we don’t need a record of non-career related courses.

Official transcripts must be submitted for all geological sciences education and come directly from the educational institution to AIPG Headquarters as proof of your education. If your list includes non-geological educational work at a different educational institution, simply indicate on the form or submit a statement with the application that your studies at that institution did not include any applicable coursework and that a transcript is therefore not being submitted for those studies.

Section III concerns documenting the record of experience for the individual. On the application form we require a complete record of your work history from college onward. And yes, this includes non-geological work experience although we do not need verification of the non-geological work experience. Please double check this history for continuity in dates and make sure all relevant experience summaries are requested. And yes, we need to know if you took a six month stint as a cashier at the local grocery store one time when you were out of work. Otherwise we’ll assume you were in prison for securities fraud or some similar nonsense and you’ll end up explaining it seven ways from Monday. Save us all the grief, BE THOROUGH!

Experience Verification forms are extremely critical yet poorly understood. There is a portion for the applicant to fill out and a portion for the person verifying the experience to fill out. As an applicant, only fill out the part that pertains to you on Page 2 and the header, name and address on Page 1, for the person who will verify the information. When you describe your experience on Page 1, please tell us what you did in terms of geologic analysis, what tools you used (i.e. cross sections, geologic mapping, borehole logs, etc.), what documentation you created (reports, correspondence) and whether you had supervisory authority along with what level (technical review responsibility over report(s)) (supervised a team of 2 geologists and 3 technicians), etc. We don’t need to know specifically what projects, clients or sites were involved and we don’t need your thesis or 3 reports attached as examples as we’re likely not going to read them anyway unless we have a particular interest in the subject or suspect something is amiss. Be concise. Your verifiers should review the information you provided. Is it accurate? Please note that the verifier does not have to be your immediate supervisor although we’d prefer they be if appropriate. However it should be someone who is familiar with your work and preferably has the geologic knowledge that is necessary for a qualified review. It does not have to be someone from within your employer, and often is not in the case of self-employed consultants. However, avoid using subordinates or relatives as this seriously detracts from the credibility of the verifier and likely will be rejected.

Please avoid the temptation to list all your career responsibilities on one experience form and then forward it for verification of the appropriate portion from several employers. Unless you’ve taken the time to clearly indicate who should verify what portion and advised each verifier to clearly state what portion they are verifying, it leads to confusion for both the verifiers and the reviewers. Often it results in denial of verification of at least some portion of each form by each verifier. If a screener is pressed for time at that point it may be easier to just say no and let you go back and re-do it, adding weeks or months to the review process. Again, save us all the grief. Make extra copies of the form and separate each position so
that each verification is for all and only the data on that form. It may take a little more time to do it this way but it saves time for the screeners later and thus, processing time for the application.

Section IV requests a listing of sponsors. For CPG, two must be AIPG members and one can be another geologist who meets the criteria for a professional geologist sponsor as indicated on the sponsorship form (Baccalaureate degree or higher with 30 semester hours or equivalent in geological sciences and at least 5 years of post-degree experience in the practice of geology as a vocation.) This is often a major stumbling block for potential applicants. However it’s mostly because we haven’t yet enacted a requirement to have AIPG branded into our foreheads. There are likely a considerable number of your colleagues that are members but don’t consistently advertise it. A quick call or email to Member Services at HQ will get you a list of section members in your area and contact information. If you contact the NSC chairman, they’ll try to put you in touch with anyone they know from the Institute in your general area and arrange a meeting. For the most part, we’ll do whatever we can to make it easy for you to procure the appropriate sponsors.

Again, some common sense is in order when selecting sponsors. No more than two may be from the same organization at the time of submission. Please refrain from using close relatives or subordinates as these will not be acceptable. It becomes a “do over” that comes back to screeners whose attention is now focused for any little typo on your application. Don’t do it!

In Section V we ask if you’ve held any state certification, license or registration and, if so, to list them. Also, to indicate if any have been refused, revoked, suspended or otherwise acted against and, if so, to provide an explanation. How you respond to this question is extremely important. The NSC members will check up on claimed licenses, certifications or registrations. Much of this information is on-line. Proof is required for current ones. Make sure the name in Section I and the name on the licenses matches or is explained here along with the name shown on the license as it will not be found if the name is spelled different. Very important, if you’ve held a temporary work permit, be sure to list it as such as not all states list temporary permits on-line. If we check for a license and the state doesn’t have it listed, we’ll have to investigate as to why it was claimed or the application may be denied.

We ask for your legal history in Section VI. We’re not particularly interested in speeding tickets but we are interested in any crime or action related to geology, subject to investigation, injunction, fines or penalties related to consumer, investor or securities fraud or indicted or convicted of a felony. If so, be sure to add an explanation, the final judgement and why the charge(s) and judgement(s) are not pertinent to the application.

Sections V and VI relate to items AIPG considers extremely important relative to ethics. If you have any questions at all regarding these specific questions, contact us, either the current-National Screening Committee chairman or the current chairman of the Ethics Committee. We’d rather clear them up ahead of time than have to deal with sensitive questions and bruised feelings later.

Section VII asks for a list of geologic societies and organizations of which you are an active member and Section VIII asks for a list of publications you have authored or co-authored. A complete list is not necessary here but manuscripts accepted for publication should be listed as such. There are no right or wrong answers here.

In Section IX you have an opportunity to present other pertinent information. Please refrain from overburdening the application with copies of publications, theses, reports and the like as they may not receive the attention anticipated. Our screeners are, after all, volunteers. Please respect their time.

Section X is your affidavit attesting to the accuracy and completeness of the application. Note that the notary’s seal and statement is required for a CPG application. If the application is being submitted from an area where a notary is not available, please contact Member Services for guidance as we will work with you to gain equivalency.

Accompanying the application package are the Geological Experience Verification forms and the Sponsor’s Statement forms. I’d like to emphasize again that separate experience forms and sponsorship forms should be filled out as appropriate and furnished to the individuals who then send the forms directly to AIPG-HQ for inclusion in the application. Note that each of these forms has a section for the applicant to fill out and a section for the verifier/sponsor to complete. Please do not fill the verifier/sponsor sections out for them! This is readily spotted in the review process and seriously detracts from the credibility of the application! If they’ve agreed to assist you, they should be willing to write the few sentences necessary to complete these simple forms.

Finally, send the appropriate forms to your verifiers and sponsors, contact your colleges and universities for transcripts and forward the rest of the package to AIPG Headquarters. It will be held there until all the pieces are in (administratively complete) and then forwarded either for Section Review and then NSC review or directly to the NSC for review depending on the status of the Section Screening Committee and any prior membership you’ve held with AIPG. At a minimum the process is likely to take 60 days and you will be notified of where your application is within the process at key milestones. Please be patient but also
don’t hesitate to contact us should you have any questions.

AIPG’s application process can be an intimidating experience for those seeking the CPG status. However, since some states require it for the practice of geology (e.g., Alaska), others use it in their own certifying processes (e.g., Michigan for the title Certified Underground Storage Tank Professional), and we believe it to signify a significant life achievement, it’s important that we be accurate, thorough and consistent. After all, we seek to sustain the significance of those three letters appended to your name at the bottom of the page.

Larry Austin has been involved with the practice of geology since 1975. He has been actively involved in AIPG’s National Screening Committee (NSC) for many years and is the current Chairperson. He has also served two terms on the Executive Committee.