



Chapter Sponsored CIC Exam Request

Chapter to Complete the Following

Name of the Chapter Sponsoring the CIC Exam

Date of the CIC Exam

Language(s) the CIC Exam will be offered in:

English

Simplified Chinese

Japanese

English (ESL) Second Language

Spanish

Name of the Chapter Test Administrator

Email Address of Administrator

CIC Exam Venue Information

Venue Name

Website for Venue

Venue Street Address

Venue City

Venue State/Province

Venue Postal Code

Venue Country

Reporting Location for Exam Candidates

Candidates Arrival Time

Exam Start Time

Directions to Venue

Any Special Instructions for the Exam Candidates



Chapter Sponsored CIC Exam Request

Shipping Information for AICI CIC Exam Materials
(there must be someone available to sign for the shipment)

Recipient's Name

Recipient's Phone Number

Shipping Street Address

Shipping City

Shipping State/Province

Shipping Postal Code

Shipping Country

Recipient's Email Address

AICI Headquarters to Complete:

Date Request for Chapter Sponsor Exam Submitted to AICI Headquarters
(The form must be completed 95 days prior to the CIC Exam)

Date request for chapter sponsor exam submitted to testing partner

Please email this form to AICI Certification staff and AICI International VP Certification.