ARCHITECTURAL WOODWORK MANUFACTURERS ASSOCIATION OF CANADA | ASSOCIATION DES MANUFACTURIERS DE LA MENUISERIE ARCHITECTURALE DU CANADA

AWMAC NATIONAL

INSTALLER STANDARDS EXAM (ISE) POLICY

1. WHAT IS THE ISE?

The Installer Standards Exam (ISE) is administered by AWMAC and consists of multiple choice questions to test an AWMAC Installer Member's competency on the current AWMAC's STANDARDS[1] and AWMAC's Guarantee and Inspection Service. In order to pass the ISE, a minimum score of 95% is required.

2. WHO MUST COMPLETE THE ISE?

Installer Members must have <u>at least one</u> owner or manager within their company that has successfully completed the current ISE. Successful completion of the ISE:

   a. is a requirement to maintain membership in good standing
   b. ascertains that the Installer Member has a good understanding of AWMAC's STANDARDS

Non-members may not write the ISE.

Please note that the individual who has completed the ISE is the ISE Certificate holder and not the Installer Member company. In the event a Certificate holder leaves the Installer Member's company, the Certificate holder will advise AWMAC by emailing standards.certified@awmac.com.

3. WHAT IS THE TIMELINE TO COMPLETE THE ISE?

   a. <u>Incoming</u> Installer Members – within the period of time as prescribed by your regional AWMAC Chapter as part of the membership process.
   b. <u>Current</u> Installer Members – within 90 days of the effective date of any new editions of AWMAC's STANDARDS or as required by AWMAC (Extended to December 31, 2021 for NAAWS 4.0).

4. WHAT IS THE COST?

   a. As a member benefit, the ISE, including any upgrades or new ISEs, is FREE for all Installer Member personnel.
   b. There is no limit on the number of individuals within a Installer Member's company that may take the ISE, including upgrades or new ISEs.

5. HOW DO I COMPLETE THE ISE?

    a. Visit www.awmac.com/examregistration and fill out the form to request to complete the ISE.

    b. If approved to complete the ISE, you will receive an email with a link to the ISE for completion.

    c. If successful, you will receive an electronic Certificate of Achievement within five (5) business days.

    d. If unsuccessful, you may retake the ISE multiple times.

If you require additional information, please email standards.certified@awmac.com.

[1]*North American Architectural Woodwork Standards (NAAWS)*