

**APPLICATION FOR URBAN CERTIFICATE OF QUALIFICATION
ADVANCED – LEVEL 1**

Full Name			
Mailing Address	City/Town/Village/RV	Province	Postal Code
Phone Number	Email		
Community of Employment			
Position			

The Applicant must meet the requirements set out in Section 4 of Schedule “A” to the Board of Examiners Agreement.

Type of Certificate			
Certificate No. & Date			
Do you currently meet the education requirements? If yes, please provide proof. <i>Applicants are encouraged to review the Advanced Level I Clarification Policy under the Board of Examiners section of the UMAAS website prior to applying.</i>			
How many hours have you served as the Administrator for your current employer?			
<ul style="list-style-type: none"> • Multiply “hours of work per week” by the number of weeks you have been the administrator for your current employer. • “Hours of work” is deemed to be the number of hours of service as per <i>Schedule A, Section 4(a)(iii)</i>. • If less than the required hours, please provide additional information 			
NON-REFUNDABLE Application fee enclosed/paid of \$300			
Cheque made payable to UMAAS			
E-transfers can be sent to: urbanmaas@gmail.com <i>ensure message includes application type and name</i>			
Visa/Mastercard payments are not accepted			

I certify the above statements to be true in all respects

Signature	
Date	

Please e-mail*/mail application form and **all attachments** to:

Brad Hvidston
Secretary Board of Examiners
PO BOX 303
LEMBERG SK S0A 2B0
Phone: 306-873-0093
Email: urbanboardofexaminers@gmail.com *e-mailed copies do not require originals to be mailed

Application Checklist

Please be advised that it is the applicant's responsibility to ensure all required documentation is included. Applications that are incomplete or lack the necessary documentation **will not be processed**.

- Proof of education requirements
- Copy of current certificate
- Application fee of \$300 enclosed/sent

Confidential when Completed