

If it is not required, you have the right to retain legal counsel in the preparation of your appeal, and in the preparation of this form.

If you are appealing more than one adverse decision, then you must fill out a separate copy of this form for each decision that you are appealing.

Denial or request to transfer or reschedule examination:

Delivery of a failing score on an examination

Denial of initial certification

Denial of renewal of certification

Revocation of active certification status

Do not use this form if you have not been the subject of a specific adverse decision by the CCC. If you would like to give general feedback (positive or negative), file a general complaint, or make a comment or suggestion, then please visit the CCC website at [www.aic-builds.org](http://www.aic-builds.org) for procedures for those activities.

## Part I: Basic Information

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**PART IV: CIRCUMSTANCES OF APPEAL**

On a separate document, please describe the circu

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# Appeal Request Fee Schedule

Denial of admission to take examination:

- Level I Examination - \$25.00
- Level II Examination - \$50.00

Denial or request to transfer or reschedule examination:

- Level I Examination - \$25.00
- Level II Examination - \$50.00

Denial of initial certification and/or  
Delivery of Failing Examination Score:

- Level I Examination - \$30.00
- Level II Examination - \$60.00

Denial of renewal of certification:

- CAC Certification - \$25.00
- CPC Certification - \$50.00

Revocation of active certification status

- CAC Certification - \$50.00
- CPC Certification - \$100.00

Revision History:

Latest Revision: 09/10/2022