



**American Welding Society**

## Examination User Guide

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CWI by  
International Institute of Welding (IIW)  
Waiver

## Contact Information

### American Welding Society



[www.AWS.org](http://www.AWS.org)

Office Hours:

Monday – Friday: 8:00 am - 7:00 pm ET

Phone: 1-800-443-9353, Option 3

Email: [customercare@aws.org](mailto:customercare@aws.org)

- General information on the certification process
- Qualifications for certification
- Registration/application process
- Application [status](#)
- Scheduling/Rescheduling your paper-based exam appointment or test location.
- Exam Scoring
- [FAQs](#)
- [Exam accommodations](#)



[www.Prometric.com/AWS](http://www.Prometric.com/AWS)

Phone: for US, US Territories and Canada  
[1-800-864-5257](tel:1-800-864-5257)

International phone numbers: See website.

- General information on computer-based testing
- Test center locations
- Test center regulations
- Acceptable forms of ID
- Scheduling/Rescheduling your exam appointment
- Admittance requirements
- Inclement weather or power failure on your scheduled exam date
- For Previously Unscheduled site closure
- [FAQs](#)



American Welding Society®  
INTERNATIONAL AGENT

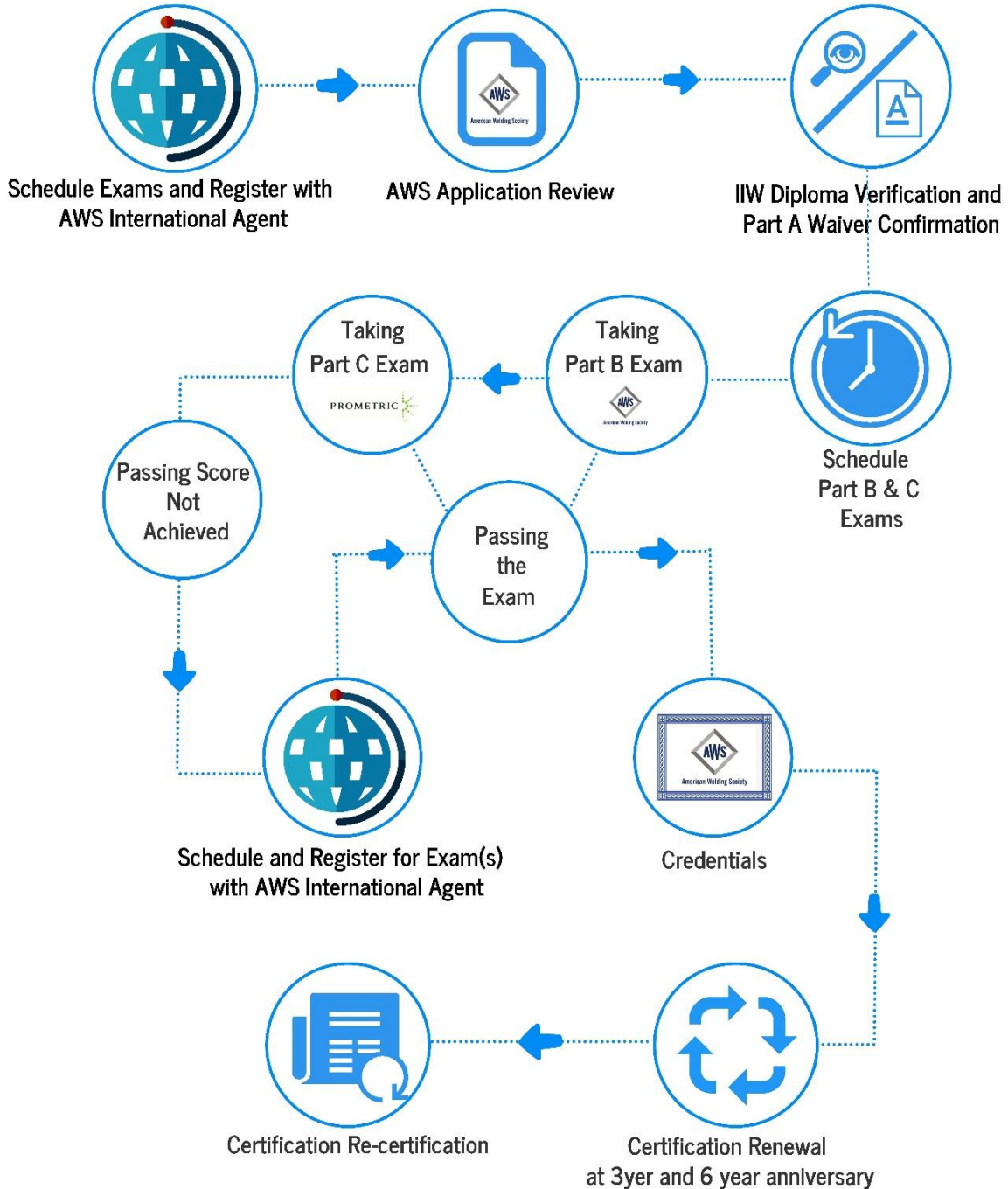
- Agent Schedule and Contact Information, please click [HERE](#)
- Scheduling/Rescheduling your exam appointment or [test location](#).
- General information on the certification process
- Qualifications for certification
- Registration/application process
- Application [status](#)
- Pricing for Examination and additional services

# Table of Contents

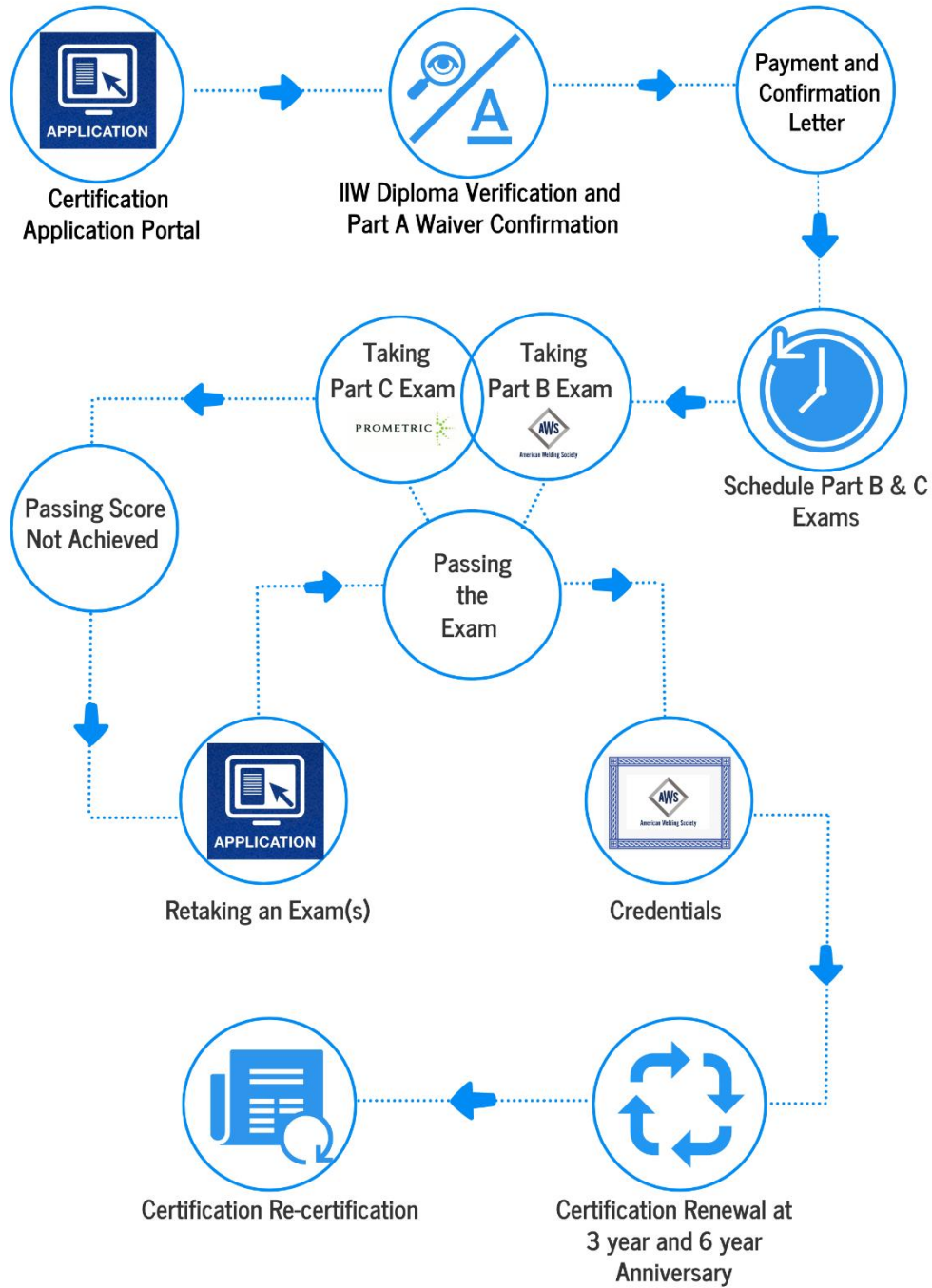
- CWI BY IIW WAIVER INFOGRAPHIC FOR INTERNATIONAL CANDIDATES ..... 5
- CWI BY IIW WAIVER INFOGRAPHIC FOR DOMESTIC CANDIDATES ..... 6
- ATTENTION CANDIDATES ..... 7
- OVERVIEW ..... 7
- THE CWI BY IIW WAIVER CREDENTIAL ..... 7
- THE CWI EXAMS..... 7
- ELIGIBILITY ..... 8
- TRAINING ..... 8
- INITIAL APPLICATION INSTRUCTIONS ..... 8
  - International (outside of the US and Canada) Candidates.....9
  - Domestic Candidates applying to take the CWI Exam.....9
  - Examination Fees .....10
  - Scheduling your Examination Appointment.....10
    - Schedule Part B First.....10
    - Schedule Part C .....10
  - Exam Accommodations.....11
  - Rescheduling / Cancellations / Refunds .....11
- AFTER THE EXAM ..... 12
  - Exam Result Reporting .....12
    - Passing Score .....12
    - Preliminary CBT Exam Score Report.....12
    - AWS Official Score Letter.....12
    - Confidentiality of Examination Scores.....12
  - Retaking the Exam .....12
  - Receiving the CWI Credential.....14
- Renewals ..... 14
  - Renewing the CWI Credential .....14
  - Nine-Year Recertification .....14
    - Non-Exam Options.....15
    - Exam Options.....15
- APPENDIX A: SAMPLE AWS CONFIRMATION LETTER ..... 16
- APPENDIX A: SAMPLE AWS CONFIRMATION LETTER (Pg.2)..... 17
- APPENDIX B: SAMPLE PROMETRIC CONFIRMATION LETTER ..... 18

APPENDIX C: SAMPLE CWI PROMETRIC SCORE REPORT ..... 19  
APPENDIX D: SAMPLE AWS OFFICIAL CWI SCORE REPORT ..... 20

# CWI BY IIW WAIVER INFOGRAPHIC FOR INTERNATIONAL CANDIDATES



# CWI BY IIW WAIVER INFOGRAPHIC FOR DOMESTIC CANDIDATES



## ATTENTION CANDIDATES

This user guide contains the necessary information for International Institute of Welding (IIW) diploma holders interested in the Certified Welding Inspector (CWI) by IIW Waiver application and examination process. The following procedures and guidelines can be helpful to all individuals applying for this certification path. Please retain this User Guide for future reference. This User Guide is subject to change.

## OVERVIEW

Welding inspectors are integral to the safety and quality of daily life, assuring weld integrity and protecting the businesses and consumers who use those products. The Certified Welding Inspector (CWI) Program was developed by the American Welding Society (AWS) to authenticate that the bearer has specific minimum knowledge, skills, and abilities in welding and conforms to technical requirements and ethical principles. The CWI credential is recognized both domestically and internationally and is synonymous with competence in quality and workmanship. For more information, please review the following governing Standards:

- [AWS QC1:2016-AMD1 - Specification for AWS Certification of Welding Inspectors.](#)
- [AWS B5.1:2013-AMD1 - Specification for the Qualification of Welding Inspectors.](#)

## THE CWI BY IIW WAIVER CREDENTIAL

The American Welding Society offers standardized examinations (Part B [Practical] and C [Codebook] of the CWI Exam) for IIW diploma holders to determine if applicants have attained the knowledge and experience considered essential to welding inspection.

## THE CWI EXAMS

IIW diploma holders who are seeking to become a CWI can have the Part A (Fundamentals) exam waived and are required to pass two of the three CWI exams (Part B [Practical] and Part C [Codebook] to obtain their credential through this program:

**Part A (Fundamentals)** IIW Diploma holders can present the following diplomas to waive the CWI Part A examination.

- International Welding Engineer (IWE)
- International Welding Technologist (IWT)
- International Welding Specialist (IWS)
- International Welding Inspector (IWIP)

**Part B (Practical)** A hands-on and written exam that assesses the candidate's ability to evaluate a physical characteristic against a given acceptance criteria or code requirement and make the correct decision. For Complete information about the Part B exam and its content, please click [HERE.](#)

**Part C (Codebook)** A computer-based examination that tests the candidate's ability to understand and apply requirements of a code, standard, or specification. For Complete information about the Part C exam and its content, please click [HERE.](#)





## International (outside of the US and Canada) Candidates

Currently, international applicants must apply for the CWI exams through an AWS Agent. For a list of available international Agents and test locations, please click [HERE](#).

- Applicants must review the [International Exam Schedule](#) on the AWS webpage to find a suitable date and location.



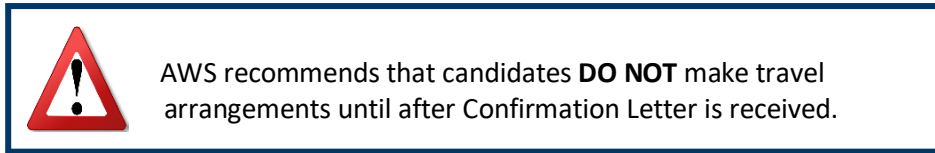
- Applicants who want to work with an Agent will receive exam information from the Agent of their choice.
- Individuals who want to proceed with AWS should download and print the Initial CAWI/CWI Exam Application for International Agents.
- Approximately 4-6 weeks after application submission, a confirmation letter will be sent to the applicant and the International Agent containing examination details. (See Appendix A for a sample of the Confirmation Letter.)

## Domestic Candidates applying to take the CWI Exam.

Applicants located in the United States or Canada apply directly via the [Certification Application Portal](#).

The screenshot shows the login page of the American Welding Society (AWS) Certification Application Portal. The page features the AWS logo and the text "American Welding Society CERTIFICATION APPLICATION PORTAL". There are navigation links for "Home" and "My Orders". The main heading is "Login" with a sub-heading "WELCOME, LET'S GET YOUR REGISTRATION STARTED!". Below this, there is a welcome message and a note about security. A link is provided for a tutorial. A warning message states: "IF YOU ALREADY HAVE AN AWS ACCOUNT, DO NOT CREATE A NEW ONE. Use the email associated with your AWS account when logging in. If you're unsure about your account information, please contact AWS at 800-443-9353." Underneath, there are instructions for login credentials: "Login Credentials for Existing Accounts: • Username: Type in the email address associated with your AWS member account. DO NOT use your AWS member number. • Password: Type in the password associated with your AWS member account." The login form includes fields for "Username" and "Password", a "Remember Me" checkbox, and a "Login" button. To the right of the form, there is a link for "New member? Forgot your password? Not sure if you have a login?" and a "Get Started" button.

- Candidates must have ALL pertinent documentation available for digital upload. **The online application must be completed in one sitting as the system does not save progress.** The maximum file size for each individual file upload is 5 MB. A complete list of required application documents can be found [HERE](#).
- The first and last name on the application must match what is listed on the government-issued ID presented as proof of identity at all exam sites and test centers.
- New users will be asked to create a username and password to log into the AWS [Certification Application Portal](#).
- The Certification Application Portal will guide applicants step-by-step to complete the CWI by IIW Waiver exam application.
- Approximately 4-6 weeks after the application submission and qualification, a Confirmation Letter will be emailed from the AWS Certification Department. The Confirmation Letter contains examination details. (Appendix A shows a sample Confirmation Letter).



## Examination Fees

Exam fees are due at the time of registration and are paid directly to AWS. AWS accepts payments online via check, MasterCard, VISA, and American Express. The CWI exam price list is [available online](#). Domestic applicants choosing to send their application to AWS headquarters via email (pdf) or mail carrier (paper) will incur an additional \$125.00 processing fee.

- For international candidates (Outside of the US and Canada), exam fees are due at registration and paid to the International Agent representing AWS. Agents can provide pricing information regarding international CWI exams.



## Scheduling your Examination Appointment

### Schedule Part B First

Part B is scheduled via the CWI by IIW Waiver Application with AWS. The Part B event date and location is represented by a site code on the AWS website (example of an AWS site code: TX44321).

### Schedule Part C

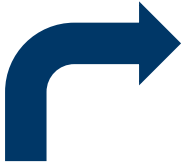
Part C can only be scheduled after the candidate receives the Part B (Practical) Confirmation Letter. Part C (Codebook) is a computer-based test (CBT) and is offered at Prometric Testing sites located throughout the world. It is recommended that candidates schedule their exam at least 30 days in advance as seats fill up quickly.

### **Important**

An AWS Confirmation Letter that contains an eligibility code will be provided to each eligible candidate and is used to register for the Part C examination at Prometric. This code indicates to Prometric that the exam candidate has been authorized by AWS to sit for the exam.

Scheduling the Part C examination is done via the [Prometric website](#). Please note:

- The eligibility code found in the AWS Confirmation Letter is required to secure exam dates and locations.
- Prometric will confirm the appointment by emailing a Prometric Appointment Confirmation Letter that will indicate the test center location, appointment time, and exam name.
- Candidates are advised to print the Prometric Appointment Confirmation Letter and present it at the Prometric Testing Center at check-in.
- **IMPORTANT!** Prometric will refuse entry to candidates lacking a valid government-issued ID or when the candidate's name printed on the appointment confirmation letter does not precisely match the name on the government-issued ID presented at check-in.
- AWS can resolve naming issues in advance by phone. Unresolved naming issues may require exam rescheduling and additional fees.



## Exam Accommodations

If you have a documented disability that prevents you from taking an exam under standard conditions, you may request accommodation when registering for the exam. This request must be done when you register through the [Certification Application Portal](#).

For special accommodations that AWS provides, refer to:

[ADA Accommodations](#).

## Rescheduling / Cancellations / Refunds

Circumstances may arise that will require candidates to reschedule or cancel the exam. Appointments must be rescheduled or canceled well before the exam date, or exam fees are forfeited. Details can be found [HERE](#).

- Prometric appointments for both domestic and international candidates may be rescheduled by calling Prometric or visiting the [Prometric website](#). Additional fees may apply.
- Domestic candidates may cancel or reschedule their Part B exam by downloading and completing a [Change of Site/Cancellation Form](#) and emailing it to [Certification@aws.org](mailto:Certification@aws.org).
- International candidates may contact their selected Agent to cancel or reschedule their Part B exam and determine the Agent's refund policy/procedures.

### **Important**

For more details regarding Exam Preparation, What to Expect at Testing Center, and Rules for the Examination, please refer [HERE](#).

## **AFTER THE EXAM**

### **Exam Result Reporting**

#### **Passing Score**

The passing score for each CWI exam part is 72%. The percentage is calculated by dividing the total number of correct answers by the total number of questions. The reported scores are rounded down to the nearest lower whole percent number.

#### **Preliminary CBT Exam Score Report**

A preliminary Prometric exam score report will be emailed directly to the candidate within twenty-four hours of completing the CBT exam. A sample Prometric Score Report is provided in Appendix C of this Guide.

#### **AWS Official Score Letter**

Candidates will receive their AWS Official Score Letter via email approximately two (2) to four (4) weeks after completing the final exam part at the Prometric Testing Center. The AWS Official Score Letter contains scores for the two CWI Exam parts. A sample version of the AWS Official Score Letter is provided in Appendix D of this Guide.

#### **Confidentiality of Examination Scores**

AWS will release the individual examination scores **ONLY** to the candidate.

### **Retaking the Exam**

Candidates who do not pass Part B and Part C of the CWI by IIW Waiver exam on the first try may retest to that failed exam part up to a maximum number of (3) times within a three-year period, commencing on the original test date.



# 9 Steps to Applying for a Retest Exam

1



Domestic Candidates Apply through the AWS Certification Portal

1



International Candidates Apply through the AWS Agents

2



Process Payment

3



Upload or provide the following documentation:

Work Experience  
Proof of ID  
Visual Acuity

4



Upload Additional Training if Required:  
16 Hrs. - Testing to 1 Part

5



Receive AWS Approval Letter

6



If applicable, use codes to register at Prometric.

7



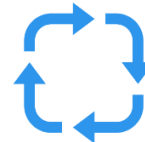
Test to Exam

8



If Passed, you will receive a CWI credential

9



If passing score is not achieved, candidate can begin the Retest process

The first retest is permitted without additional training in the failed exam area. The 2<sup>nd</sup> or 3<sup>rd</sup> retest requires proof of additional training of 16 hours.

## Receiving the CWI Credential

Six to eight weeks after CWI Exam scores are confirmed, AWS will issue all new Certified Welding Inspectors a serialized (unique) CWI number, Official Certificate, Wallet Card, and Stamp.

Certifications can be viewed through the [AWS Member Portal](#) and the [AWS QuickCheck](#) webpage. To replace a Certificate, Wallet Card, or Stamp, complete and submit the order form located [HERE](#).

### **Important**

For more details regarding the Policies and Procedures, please refer [HERE](#).

## Renewals

### Renewing the CWI Credential

CWI Certification is valid for three years from the date of issue. CWIs who can demonstrate continued work experience in the welding industry may renew their credential for a further three years by applying via the [Certification Application Portal](#). CWI renewals are limited to two consecutive three-year periods after which recertification is required.

*Note:* AWS may send reminder notices, but it remains the responsibility of the CWI to renew their certification credential or recertify on time.

CWIs who fail to renew or recertify by the expiration date will be [listed](#) as having an expired credential. Renewals submitted after the administrative 60-day grace period but within one year of expiration may be accepted for renewal; however, administrative late fees may be applied.

For complete details on the renewal and recertification process and all options refer to [AWS QC1:2016-AMD1 Clause 15](#).

### Nine-Year Recertification

After eight (8) years and one (1) month, CWIs who wish to recertify may submit a 9-year recertification application via the [Certification Application Portal](#).

A CWI due for Recertification in the 9-year cycle only has a 60-day grace period after expiration before it is permanently expired.

A CWI can recertify through any of the following non-exam and exam options:



Non-Exam Options:

- 80 PDHs
- [9-year recertification course](#)

Exam Options:

- CWI Part B Practical Exam
- Previous CRI Certification
- CWI Endorsement Exam

**Note:** An additional CWI endorsement achieved within 9 years prior to recertification may be eligible.

# APPENDIX A: SAMPLE AWS CONFIRMATION LETTER



## AWS Confirmation Letter

### I. VERIFICATION OF CANDIDATE CONTACT INFORMATION:

Please verify your contact information and contact AWS immediately should any corrections be necessary.

**AWS Member No.:** 5896321  
**Full Name:** John Doe  
**Address:** 8669 NW 36 St.  
Miami, FL 33166  
**Email:** Jdoe@ymail.com

### II. VERIFICATION OF EXAM INFORMATION:

Please verify your exam information and contact AWS immediately should any corrections be necessary. Please note that changes cannot be made at the testing facility and rescheduling an exam may result in forfeiture of seat fee.

#### **Part B Practical:**

**Exam Type:** CWI - Part B  
**Language:** English  
**Exam Date:** 5/22/2021  
**Exam Group:** CWI - Nashville, TN04521 - May -  
Group 1  
**Check-in Time:** 7:00 - 7:25 AM  
**Exam Start Time:** 7:30 AM  
**Location:** Ironworkers Local Union No. 492  
2524 Dickerson Road  
Nashville Tennessee 37207  
**Site Code:** **TN04521**

#### **Package Type:**

#### **Exam & Seminar**

**Seminar Start Date:** 5/16/2021  
**Seminar End Date:** 5/21/2021



## APPENDIX A: SAMPLE AWS CONFIRMATION LETTER (Pg.2)

**Prometric Exam(s):**

**Language: English**

<b>Exam Type</b>	<b>Eligibility ID</b>	<b>Eligibility Start Date</b>	<b>Eligibility End Date</b>
CWI - D1.1 Structural Steel Codebook Part C	AWSAPP233517	5/22/2021	1/17/2022

**III. SCHEDULING AND PREPARATION:**

If you are taking a Prometric exam, you must schedule your exam(s) at a convenient test center of your choosing through our partners at Prometric. Please follow the steps to schedule your appointment:

1. Go to [www.prometric.com/aws](http://www.prometric.com/aws) or call 1-800-864-5257
2. Click on Schedule My Test
3. Select your Country and State
4. Enter Eligibility ID and First 4 Characters of Last Name
5. Select location
6. Select available date and time
7. Receive confirmation letter from Prometric

The following content must be reviewed by the candidate prior to taking his/her exam(s) in order to be fully prepared for testing. Failure to do so may result in forfeiture of exam fees, or disqualification from taking the exam.

- Letter for CBT Candidates <http://www.aws.org/candidate-ltr-cbt>
- Applicant Seminar Information (only applicable to candidates taking an AWS Seminar) <http://www.aws.org/certification-cwi-seminar-reg-ltr>
- Applicant Instructions <http://www.aws.org/cwi-cbt-applicant-instructions>
- AWS QC1 <http://www.aws.org/library/doclib/QC1-2016.pdf>
- AWS Policies and Fees <http://www.aws.org/library/doclib/refundPolicy.pdf>
- AWS B5.1 [https://pubs.aws.org/content/free\\_downloads/B51-AMD1-Print.pdf](https://pubs.aws.org/content/free_downloads/B51-AMD1-Print.pdf)
- Prometric Video – What to expect on Test Day \* <https://vimeo.com/190759122>
- Prometric Test Delivery Tutorial \* <https://www.prometric.com/layouts/results/index.html>
- Prometric US & International Contact <https://www.prometric.com/aws>

# APPENDIX B: SAMPLE PROMETRIC CONFIRMATION LETTER

To: John Doe  
8669 NW 36 St.  
Miami, FL 33166

Prometric  
1501 South Clinton St  
Baltimore, MD 21224  
United States

Date: 29 Mar 2021

Subject: Confirmation of computer-based **AWS API 1104 Pipeline, #886800000929815**

Your appointment for the computer-based **AWS API 1104 Pipeline** is confirmed. Please find the confirmation details that follow:

Confirmation:	<b>886800000929815</b>	Prometric Test Center:	
Program:	<b>American Welding Society</b>	<b>Thomson Prometric Testing Center</b>	
Exam Code:	<b>SIEA</b>	<b>8240 NW 52nd Ter.</b>	
	<b>AWS API 1104 Pipeline</b>	<b>Ste 400</b>	
Exam Date:	<b>31 Mar 2021</b>	<b>Doral, FL 33166</b>	
Exam Time:	<b>09:30</b>		

## GLOBAL TEST CENTER SECURITY PROCEDURES

Prometric takes our role of providing a secure test environment seriously. During the check-in process, we inspect any and all eyeglasses, jewelry and other accessories to look for camera devices that could be used to capture exam content.

- You will be required to remove your eyeglasses for close visual inspection. These inspections will take a few seconds and will be done at check-in and again upon return from breaks before you enter the testing room to ensure you do not violate any security protocol.
- Jewelry outside of wedding and engagement rings is prohibited. Please do not wear other jewelry to the test center. Hair accessories, ties and bowties are subject to inspection. Please refrain from using ornate clips, combs, barrettes, headbands, tie clips, cuff links and other accessories as you may be prohibited from wearing them into the testing room and asked to store them in your locker. Violation of security protocol may result in the confiscation of prohibited devices and termination of your exam.

## IDENTIFICATION POLICY

You will be required to present one valid, unexpired and original government-issued photo ID with a signature, such as a driver's license, passport, national ID or military ID. In cases where a primary government-issued photo ID does not have a signature, a second (2nd) ID with signature must be presented.

## RESCHEDULE / CANCEL POLICY

If you wish to change your exam date, time, or location within the same testing window, there is no charge if the change is made more than 30 calendar days prior to your scheduled appointment date. In between 29 and 2 calendar days prior to your scheduled appointment date, there is a \$35 fee to either cancel your appointment or reschedule the appointment to another day.

If you cancel or reschedule your appointment less than 2 calendar days prior to your scheduled test date, you may not reschedule, and cancellation of your appointment will require that you re-apply with AWS in order to schedule another exam.

## ADDITIONAL INFORMATION

Important Guidelines for testing During COVID-19

[https://prometric-4562417.hs-sites.com/?hs\\_preview=KhVSEZIH-30068366739](https://prometric-4562417.hs-sites.com/?hs_preview=KhVSEZIH-30068366739)

## PERSONAL DATA COLLECTION & PROCESSING



You have consented to the collection and processing of your Personal Data, and biometrics, where required by your Test Sponsor.

Sincerely,  
Prometric  
[www.prometric.com](http://www.prometric.com)

# APPENDIX C: SAMPLE CWI PROMETRIC SCORE REPORT

**First Name Middle Name Last Name**

Prometric  
Building 3  
Co. Louth Louth  
Ireland  
Postal/Zip



**Test Date:** May 25, 2020  
**Confirmation Number:** 0000000000012345

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**{Examination Name}**

Your preliminary score on this exam is 72% or better. Please consult the AWS governing standard for how this score may impact your application for an AWS credential.

The bar graph displays the percent of questions you answered correctly for each content area. Each bar represents a scale of 0% to 100% from left to right. The circle on each bar indicates the percent correct for that content area. The closer the circle towards the right, the higher percent the number of questions you answered correctly. The information is intended to provide you with information of the relative strengths and weakness across content areas.


01 Qualification	0%	
02 Fabrication	0%	
03 Inspection	100%	
04 Reports and Records	0%	
05 Material and Design	0%	

This letter of completion does not constitute a certification or proof of an AWS certification of any kind. More information about your performance on this exam and corresponding credentials will be provided by AWS.



ABCKJEUTL4LM

This exam was delivered by  
**PROMETRIC**



Visit <https://scorereports.prometric.com> to validate

# APPENDIX D: SAMPLE AWS OFFICIAL CWI SCORE REPORT



## Certified Welding Inspector (CWI)

### Score Report

123456  
John Doe  
8669 NW 36 St.  
Miami, FL 33166  
US

**Exam Status: Pass**  
Certified Welding Inspector  
Exam Part Passing Score: 72

Congratulations! You were a CWI applicant through the CWI by IIW Waiver program and this is a report pertaining to your test performance. Your examination results qualify you for CWI certification.

Below are your examination results reflecting your performance on the CWI examinations. CWI certification requires a passing score of 72% or greater for each part of the exam. The percentage is based on the total number of correct answers divided by the total questions in each part of the exam. Your results are shown below:

Exam Type	Score
CWI – Part A	Exempt due to IIW diploma
CWI - Part B IIW	84%
CWI - Part C API 1104 Codebook	91%

Your performance of each examination part by content category can be found in the next section. Your certificate, wallet card, and official AWS stamp will be mailed to you within 4-6 weeks from the receipt of this letter. AWS QuikCheck is updated to reflect this new certification.

NOTE: It is your responsibility to contact AWS if you have not received your Credentials within 120 days of receiving this letter. After these 120 days, you may incur additional charges to order a duplicate.