



STATE RECIPROCITY CERTIFICATION EXAM APPLICATION

For MnDOT TECHNICAL CERTIFICATION

MnDOT Tech ID#: _____

Date of application: _____

This is the unique number that is used by the state to keep all your records together. See our website to get one.

Last: _____ First: _____ Mi: _____

Home Address: _____

City: _____ State: _____ Zip: _____

Current job position: _____

Email address: _____

Employer: _____ Phone: _____

Select the certification you want to apply for a State Reciprocity Certification Exam.

If you are applying for more than one, fill out a separate application for each.

Questions:

- 1) List the related and current (not expired) certification you hold in another state
If you have two or more certifications that together align with the Minnesota one, list all here.

- 2-3) Provide information about the prerequisite certifications

MnDOT Prerequisites	My State Certificate (certificate equivalent to MnDOT)	Expiration Dates	Apply for state reciprocity

- 4) Describe the specific project in the current or upcoming construction season for which you need the certification, including the contract number and start/end dates.

- 5) Why did you not take the MnDOT certification courses during the most recent certification season?

6) Describe in detail how your other state certifications relate to the MnDOT certification you are seeking. Please include a separate document outlining a detailed comparison of the course curriculum and relevant ASTM/AASHTO testing procedures.

7) Describe your role on the project that requires the certification.

8) Recent work experience using the certification in the state where you are certified.

9) I understand I must self-study to prepare for the State Reciprocity Certification Exam.

10) I understand depending on the certification and my prior experience, I may be asked to also demonstrate proficiency through a performance exam.

11) I understand the State Reciprocity Certification Exam is the exam from the full, initial certification course. For Bridge Construction Inspector Certification, it is two exams.

12) I understand that if I pass the exam, the certification expiration date will be May 31, four or five years from the expiration year. If I want to recertify again in the future, I will complete a MnDOT recertification class in the training season before the expiration date.

Attach additional forms (below) and send this form to: tech-cert.dot@state.mn.us

- Current state documentation of certifications with the expiration dates.
- Copy of the course outline for your current state certification
- List of the ASTM and/or AASHTO tests covered by your current state certification (such as AASHTO T2 Aggregate Sampling) for the certification you are applying for and all prerequisites associated with said certification.

APPLICANT: DO NOT FILL IN BELOW THIS LINE

Date of Review: _____

Reviewer: _____

APPROVED:

DENIED:

Deadline for completing exam: _____

COMMENTS: