

In addition to completing this application, students must be enrolled in BOMI International. Include payment of the application fee, and submit the appropriate documentation to verify requirements. Application fees are specific to the option you choose (see chart below). The Administrative Competency GUIDELINES ARE NOT FLEXIBLE and all application fees are NON-REFUNDABLE.

GENERAL INFORMATION

Your Name: _____ BOMI ID Number: _____

*SMA[®] Program Enrollment: (Please check one):

- I am currently enrolled in the SMA[®] program.
- I am not enrolled in any of the designation programs offered by BOMI. Enclosed is my \$175.00 First Designation Enrollment Fee.
- I am enrolled in the FMA[®] and/or RPA[®] program, but not the SMA[®] program. Enclosed is my \$75.00 Additional Designation Enrollment Fee

Address: Home Business

Company Name: _____

Mailing Address: _____

City, State, and Zip: _____

Telephone: _____ Facsimile: _____ E-Mail: _____

Application Options - Please Check (✓) Guideline must have been completed within past 7 years	Application Fee	Institute Course Credit Awarded	Verification Required
<input type="checkbox"/> New York city Local 94 Curriculum		Students must contact their local union representative for details	
<input type="checkbox"/> New Jersey Local 68 Curriculum		Students must contact their local union representative for details	
<input type="checkbox"/> Professional Engineer Mechanical or Electrical	\$300.00	<i>Boilers, Heating Systems, and Applied Mathematics Electrical Systems and Illumination</i>	Copy of License
<input type="checkbox"/> EIT Engineer in Training	\$300.00	<i>Boilers, Heating Systems, and Applied Mathematics Electrical Systems and Illumination</i>	Proof of EIT
<input type="checkbox"/> Utah Electrical Licenses - <i>(Includes Residential Journeyman, Journeyman, Electrician, Residential Master, Master Electrician)</i>	\$150.00	<i>Electrical Systems and Illumination</i>	Copy of License
<input type="checkbox"/> Six college credit hours in electrical engineering from an accredited college or university or the equivalent in ACE/CREDIT college credit recommendations	\$150.00	<i>Electrical Systems and Illumination</i>	Official Transcripts *See Attached
<input type="checkbox"/> CIH Certified Industrial Hygienist	\$175.00	<i>Environmental Health and Safety Issues</i>	Proof of CIH
<input type="checkbox"/> Six college credit hours in the environmental discipline from an accredited college or university or the equivalent in ACE/CREDIT college credit recommendations	\$175.00	<i>Environmental Health & Safety Issues</i>	Official Transcripts *See Attached
<input type="checkbox"/> Successful Completion of the Northwest Energy Efficiency Council's (NEEC) Building Operator Certification Level I(BOC1) and Level II (BOCII) programs	\$300.00	<i>Energy Management and Controls Electrical Systems and Illumination</i>	Copy of BOC1 & BOCII certificate

OVER →

<input type="checkbox"/> Six college credit hours in Business Management, Business Administration, and/or Business Communication from an accredited college or university or the equivalent in ACE/CREDIT college credit recommendations. At least 3 credit hours must be non-introductory.	\$175.00	<i>Managing the Organization</i>	Official Transcripts *See Attached
<input type="checkbox"/> Completion of BOMI International courses entitled <i>The Design, Operation, and Maintenance of Building Systems, Parts I and II</i>	No Fee	<i>Building Design and Maintenance</i>	Proof of course completion

SMA[®] Administrative Competency Program Policies

Unless noted otherwise, students may receive competency credit for a maximum of three courses in the SMA program.

(2 technical SMT[®] and 1 SMA[®] management course)

To apply course credit toward any academic Administrative Competency guideline, students must earn a grade of "C" or better for all applicable courses.

Guidelines achieved more than 7 years prior to the date the application is made will not qualify for Competency credit.

The American Council on Education's College Credit Recommendation Service does not recognize courses completed through the Competency Program.

BOMI International reserves the right to refuse incomplete or outdated applications. Contact BOMI International to ensure that your application is current.

PAYMENT OPTIONS

Check or Money Order -- payable to BOMI International

Credit Card (circle one) **Visa** **MasterCard** **American Express**

Card Number: _____ Expiration Date: Mo. _____ Yr: _____

Cardholder's Name (please print)

Billing Address (required for credit card processing)

Cardholder's Signature

Please Check All Applicable Fees

<u>Charges to Apply:</u>	\$175.00 First Designation Enrollment Fee	<input type="checkbox"/> Yes	<input type="checkbox"/> No
	\$75.00 Additional Designation Enrollment Fee	<input type="checkbox"/> Yes	<input type="checkbox"/> No
	Total Administrative Competency Administrative Fees Due	\$	
	Total Amount to be Charged to Credit Card	\$	

PLEASE RETURN COMPLETED APPLICATIONS WITH REQUIRED FEES AND DOCUMENTATION TO:
BOMI International – One Park Pl Ste 475 - Annapolis, Maryland, 21401 - Ph 410-974-1410 - Fax 410-974-1935

A COPY OF THIS FORM MUST BE ATTACHED TO THE TRANSCRIPTS
WHEN THEY ARE RECEIVED AT BOMI FROM THE COLLEGE/UNIVERSITY

To the Student: Please complete the following information and forward this form to the registrar of the college or university that you attended. If you attended more than one school, please photocopy this form and forward a copy to each college or university. (Your college or university may charge a nominal fee to release your transcripts ~ Please contact them to determine if you must include payment with this request.)

Application submitted for: *Electrical Systems and Illumination*
(Student Check all that Apply) *Environmental Health and Safety Issues*

Your Name: _____ Social Security Number: _____

If attended under a different name from above, give that name: _____

Mailing Address: _____

City, State, and Zip: _____

Telephone: _____ Facsimile: _____

Name of College or University: _____

School Attended within University (if applicable): _____

Enrollment Date: _____ Graduation Date: _____ Degree Earned: _____

Your Signature (REQUIRED): _____

To the College/University Registrar

A copy of this form must be attached to the transcripts when received at the BOMI International. Transcripts received without the attachment will be returned to you.

The above-named person is applying for ADMINISTRATIVE Competency Credit for one or more courses offered by the BOMI International. Receipt of official transcripts is a required component of the application process.

Please ATTACH an official copy of the student's transcripts TO THIS FORM, and forward to:

BOMI International
Attn: Professional Development
One Park Pl Ste 475
Annapolis, MD 21401

If you have any questions regarding this request, please contact the student
BOMI International at 410-974-1410.

~Thank you~