



INTERNATIONAL ASSOCIATION FOR IDENTIFICATION, INC.

Application Instructions for Forensic Art Recertification and Recertification Continuance Status

1. All requirements and specifications for IAI forensic art recertification and recertification continuance status can be found on the IAI's website at the following link:

<http://www.theiai.org/certifications/artist/requirements.php>

2. Please type or clearly print all information on application.
3. Documentation must be included for any activity which applicant has listed. Example: training attended requires a certificate, a written article requires a copy of the article, and/or instructing/lecturing requires the program information etc.
4. Each item in the application should have an entry; if "none" is applicable state so.
5. Use extra sheets for additional data or information if necessary. Identify each additional sheet with your name and application number.
6. All material must be submitted in duplicate (including additional documentation).
7. Supply all required documentation, training certificates and **forensic art hits requirement** with completed application.
8. Additionally enclose the current IAI certification fee. The current fee can be found at the following link:

<http://www.theiai.org/certifications>

9. For payment options see attached sheet.
10. Mail the completed application and fee along with your, documentation, training certificates and copies of your forensic art hits if required to the current Secretary of the Forensic Art Certification Board. You can obtain mailing address from the link below:

<http://www.theiai.org/certifications/artist/index.php>

Note:

- All artists requesting recertification are required to take and pass the practical test established in August, 2011. If the artist has already taken and passed this practical test, they are not required to take it again. If the artist requesting recertification fails to pass the practical test, their recertification process will be temporally suspended. The artist will have up to six months to improve his or her skills before requesting to take the practical test again without resubmitting the recertification application.
- The IAI recertification fee is not refundable. Only persons who believe they clearly meet the qualifications and requirements for recertification should submit applications. If you have any questions contact the current Secretary of the Forensic Art Certification Board.
- All IAI certification programs allow a 90 day grace period after expiration of certification during which the applicant may apply for recertification without taking the certification test again. If a certification is expired for more than one year, the applicant will be required to retest for the appropriate certification



INTERNATIONAL ASSOCIATION FOR IDENTIFICATION, INC.

**Application for
Forensic Art Recertification**
and Recertification Continuance Status

Original Certification Application Number: _____

Current Certification Expires: _____

I. Applicant Information:

Name (first, middle, last)	
Date of Birth	Sex
Mailing Address (street)	
(city, state)	(zip code)
Telephone (home #)	(work #)
(cell #)	(email address)

II. Employment History for the Past Five Years

Present Name and Address of Employer	Dates of Employment
Job Title and Function:	
Past Name and Address of Employer	Dates of Employment
Job Title and Function:	

Note: Applicants applying for recertification should continue to Section III. Those applying for recertification continuance status skip to Section VI.



III. Forensic Art Training Requirement: (Please supply certificate of successful completion)

Advanced Training Program				
Program Title	Instructor's Name and Contact Information	Institution, Location and Contact Info	Dates	Total hours

IV. Other workshops, lectures or short program training: (You may include lectures/programs you conducted. Please note it in the title box.)

Program/Lecture Title	Subject	Location	Date(s)	Total Hours

V. Forensic Art Experience:

1) Has your Forensic art expertise changed in the past five years? If yes please check boxes that apply, if no change has occurred just check the original discipline.

- Composite Art/Imaging
 Facial Reconstruction
 Image Enhancement and/or Age Progression



2) Has your forensic artist job status changed in the past five years (such as: part time to full time) if yes briefly explain your current situation?

3) How many forensic art images and/or forensic art related case have you work on in the past five years? Generally break down case experience into your selected forensic art discipline(s).

4) Have you testified in a court of law as an expert witness regarding Forensic Art, if yes how many times?

Note: The following **Section VI** is for applicants applying for continuance status. These applicants should then complete the remainder of the application. All others should skip to **Section VII**

VI. Recertification Continuance Status:

Note: An artist requesting continuance status must be able to answer yes to all of the following questions and supply documented proof if requested by the certification board.

- 1) Have you been forensic art recertified at least once in the past? _____
- 2) Have you been an active forensic artist for over 10 years? (Proof required upon board's request) _____
- 3) Have you completed at least 350 forensic art images during that time? (Proof required upon board's request) _____
- 4) Have you offered your forensic art expertise as an educator or lecturer? (Proof required upon board's request) _____

Please list the most recent forensic art lectures and/or workshops you have conducted				
Program/Lecture Title	Subject	Location	Date(s)	Total Hours



5) Have you published or written any forensic art related materials? (Proof required upon board's request) _____

- Please list and include the following information for the most recent written materials you have authored in the space provided below:
 - Title
 - Subject
 - Purpose (such as; publication, training, department guidelines etc...)
 - Date and length of document

VII. Participation and/or Attendance Requirement:

Please list in the space provided below the two IAI international or local conferences you attended in the past five years. (Proof of attendance or participation is required)

- Please include dates and location

VIII. Practical Test Requirement:

Have you passed the practical test established in August 2011? (If no you will be required to do so) _____



IX. Other Pertinent Information:

- Use this space to make any comments regarding your recent activities or job functions which might assist the Board in evaluating this application. Include any specialized training, investigation and law enforcement experience, other forensic expertise and or certifications, etc. (optional)

X. Professional Organizations:

- List your current membership in any professional organization (optional)

- Are you currently a member in good standing of the International Association for Identification or a state or regional division thereof?

I.A.I. Sat e or Regional Division

XI. Applicant Signature

- All applicant must sign or initial each of the following four statements:

Code of Ethics

As an applicant/certified person of the International Association for Identification, and being actively engaged in the profession of Scientific Identification and Investigation, I dedicate myself to the efficient and scientific administration thereof in the interest of Justice and the betterment of the profession. To cooperate with others of the profession, promote improvement through research, and disseminate such advancement in my effort to make more effective the analysis of the expert. To employ my technical knowledge factually, with zeal and determination, to protect the ethical standards of the profession of Scientific Identification and Investigation. I humbly accept my responsibility to Public Trust and seek Divine guidance that I may keep inviolate the Profession of Scientific Identification and Investigation

Signature of Applicant

Date



Standards of Professional Conduct

- Every applicant/certified person shall comply with the provisions of the Constitution and By-Laws of the International Association for Identification.
- Every applicant/certified person shall strive for the highest standards of personal and professional conduct and shall be forthright in all aspects pertaining to criminal, civil and departmental matters.
- Every applicant/certified person shall conduct him/herself personally and professionally within the laws of his/her respective government.
- Every applicant/certified person of this Association shall conduct him/herself in a professional manner that will not violate the public trust.
- Every applicant/certified person shall cooperate with peers in the advancement of the science and profession of his/her respective discipline(s).
- Every applicant/certified person shall maintain and strive to improve his or her knowledge, skills, and abilities and shall continue to use all available resources to be knowledgeable of advances in his/her respective discipline(s).
- No applicant/certified person shall misrepresent his/her affiliation with the Association.
- No applicant/certified person shall issue any misleading or inaccurate statement that gives the appearance of representing the official position of the Association.
- No applicant/certified person shall exaggerate, embellish or misrepresent his/her professional qualifications or credentials. Membership in the Association does not, by itself, qualify any certified member in any forensic discipline.
- No applicant/certified person shall offer nor accept any gift or inducement that might improperly influence the performance of duties by him/herself or others.
- No applicant/certified person shall knowingly make, promote or tolerate false accusations of a personal, professional or criminal nature.
- Every applicant/certified person shall report any violation of this code to the President of the Association. A certified person shall cooperate fully with any official investigation by this Association.
- Every applicant/certified person shall maintain and keep inviolate confidential information obtained in the course of professional endeavors.
- Every applicant/certified person shall scientifically examine evidence and render professional opinions only in the discipline(s) in which he/she is qualified.
- Every applicant/certified person shall maintain an objective and unbiased attitude in conducting forensic examinations in his/her qualified discipline(s).
- Every applicant/certified person shall conduct all examinations of evidence using accepted and established scientific techniques in his/her discipline(s).
- Every applicant/certified person shall comply with appropriate standards and controls in conducting examinations and analyses in his/her discipline, and shall seek verification of findings in accordance with accepted contemporary scientific principles.

Signature of Applicant

Date

Anti-Discrimination

The International Association for Identification does not discriminate in membership or certification opportunities on the basis of sex, race, color, disability, religion, sexual orientation, national origin, age, or any other characteristic protected by law. _____ (Initials Required)



Final Statement

The information listed on this application for recertification is accurate and reflects the continuing education/professional development activities in which I have participated during the past five (5) years. I understand that the IAI Certification Board will verify some or all of the information contained on this form. I agree to authorize the release of this information for recertification purposes.

I understand that I may also be required to successfully complete a practical examination provided to me by the Certifying Board.

In making this application to the International Association for Identification for the issuance to me of a Certificate of Recertification, all in accordance with and subject to its Articles of Incorporation, Bylaws, and such other governing provisions as, from time to time, are in force (hereinafter collectively referred to as its regulations), I agree to disqualification from the issuance to me of a Certificate; suspension of such certificate; revocation of such Certificate; or to surrender of such certificate to the International Association for Identification, in the event of any misstatement or misrepresentation of a material fact in this application or in the event that any of the aforementioned regulations applicable to such certificate are violated by me, as determined by the International Association for Identification. I further agree to hold the International Association for Identification, its officers, examiners, and agents free from any claim, damage, or liability by reason of action, they, or any of them, may take in respect of this application including, but not limited to, the failure of the International Association for Identification to issue to me such Certificate, or the suspension, revocation, or making of any demand for the surrender of an issued certificate, or the removal of my name from the list of such certificates.

In support of this application, I certify, under oath or affirmation, that all of the statements made herein or associated herewith are true, complete, and correct to the best of my knowledge and belief and are made in good faith.

Signature of Applicant

Date



Payment Instructions for Forensic Art Recertification

The current IAI recertification fee can be found at the following link:

<http://www.theiai.org/certifications>

Acceptable payment methods include:

- credit card
- check (personal or business)
- money order

Make checks or money orders payable in U.S. funds to the **I.A.I. Certification Board**

Credit Card Payments (please complete all the information below for required authorization. Thank you.)

Check one:

Visa

MasterCard

American Ex

Discover

Credit Card Number

Print Name (as it appears on the credit card)

Expiration Date (month/year)

Security Code

Billing address
