

## AVZMT 2020 Examination Application Information

Notification of intent to submit an application for the 2020 examination must be received via email, [avzmt.email@gmail.com](mailto:avzmt.email@gmail.com), no later than June 30, 2019.

Notification of cancellation must be received no later than December 31, 2019.

A \$25 partial payment for the exam is also due June 30, 2019 and will be applied to the examination fee. This payment will be refunded if the candidate submits a notification of cancellation by December 31, 2019.

Otherwise the payment is non-refundable.

Payment instructions will be provided in the "Notification of intent" confirmation email.

VTS [Zoo] examination application process:

- The applicant shall submit the non-refundable application fee of \$50 and the completed application packet in electronic format (CD or flash drive) to the AVZMT Credentialing Committee on or before eight [8] months prior to the scheduled examination date.<sup>1</sup>
- Electronically save supporting documents and forms requiring signatures by scanning, photos will not be accepted. Submit all files in pdf format, excluding only Case Reports.
- Current Form version for the 2020 application = "E2020"

- 1) Form 1 Applicant Information\* and required documentation
- 2) Form 2 Employment History and required documentation
- 3) Form 3 Continuing Education Summary and required documentation
- 4) Form 4a-4m Advanced Skills Lists {80% of list completed}
- 5) Form 5 Case Logs, in chronological order. Include glossary if using abbreviations  
{**Cases prior to January 1, 2017 are ineligible**}
- 6) Case Reports
- 7) Form 6 Waiver Agreement
- 8) Form 7 Skills List Witness Agreement {if multiple signers, complete one for each}
- 9) Letters of Recommendation

\*Updating contact information submitted to AVZMT is the sole responsibility of the applicant

- Applicants will receive notification of delivery from the Credentialing Committee by email.
- Eligibility rulings are made by the AVZMT Executive Board from the information provided by the Credentialing Committee. Applicants will be notified of approval/rejection status no less than six [6] months preceding the scheduled examination date.<sup>2</sup>
- Approved candidates will be advised of the exam format no less than three [3] months prior to the examination.<sup>3</sup>

***NOTE: Format changes to application forms, submitting incorrect form versions, incomplete application packets, or not following instructions shall render the candidate ineligible for the examination. The application fee will not be refunded.***

For the 2020 examination:

<sup>1</sup>February 3, 2020

<sup>2</sup>April 3, 2020

<sup>3</sup>July 3, 2020