



**AIMS INTERNATIONAL
CERTIFICATION
PROGRAM**



AIMS INTERNATIONAL CERTIFICATION PROGRAM

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The content, rules and requirements of the AIMS International Certification Program may change without notice.

AIMS INTERNATIONAL CERTIFICATION REQUIREMENTS

RIDE INSPECTION CERTIFICATION

AIMS Associate Ride Inspector Certificate, Level I

- High School diploma or GED, plus 12 months current employment in the amusement ride inspection field **OR** minimum three years current employment in the amusement ride inspection field.
- Eye examination within past 12 months
- Passing grade on Level I Certification Exam

Certificate Renewal –

- 4 CEU (40 hours) AIMS-approved curriculum every 2 years
- Eye exam as required by Certification Committee

AIMS Certified Ride Inspector Certificate, Level II

- Current AIMS Level I Associate Ride Inspector Certification **OR** NAARSO Level II or III Ride Safety Inspector Certification
- 8 CEU (80 hours) from industry seminars or other applicable courses
- 36 months of current employment in the amusement ride inspection field
- Eye examination within past 6 months
- Passing grade on Level II written, open book and oral Certification Exams

Certificate Renewal –

- 4 CEU (40 hours) AIMS-approved curriculum every 2 years
- Eye exam as required by Certification Committee

AIMS Professional Ride Inspector Certificate, Level III

- Current AIMS Level II Certified Ride Inspector Certificate
- 12 CEU (120 hours) from industry seminars or other applicable courses
- 120 months of current employment in the amusement ride inspection field
- Eye examination within past 12 months
- Passing grade on Level III written, open book and oral Certification Exams

Certificate Renewal –

- 4 CEU (40 hours) AIMS-approved curriculum every 2 years
- Eye exam as required by Certification Committee
- Maintain AIMS Associate Membership
- Serve on AIMS Inspector Examination Committee if asked

AIMS INTERNATIONAL CERTIFICATION REQUIREMENTS

MAINTENANCE TECHNICIAN CERTIFICATIONS

AIMS Certified Maintenance Technician, Level I

- High School diploma or GED, plus 12 months current employment in the field **OR** minimum three years current employment in the field
- Passing grade on Level I Maintenance Certification Exam Certificate Renewal –
 - 4 CEU (40 hours) AIMS-approved curriculum every 2 years (earned during the renewal period)

AIMS Certified Maintenance Technician, Level II

- Current AIMS Level I Maintenance Certification
- 8 CEU (80 hours) from industry seminars or other applicable courses
- 36 months of current employment in the amusement maintenance field
- Passing grade on Level II Maintenance Certification Exams

Certificate Renewal –

- 4 CEU (40 hours) AIMS-approved curriculum every 2 years (earned during the renewal period)

AIMS Certified Maintenance Professional, Level III

- Current AIMS Level II Maintenance Certification
- 12 CEU (120 hours) from industry seminars or other applicable courses
- 120 months of current employment in the amusement maintenance field
- Approved submission of two Safety Seminar course lesson plans
- Documented volunteer service in the amusement industry

Certificate Renewal –

- 4 CEU (40 hours) AIMS-approved curriculum every 2 years (earned during the renewal period)
- Maintain AIMS Associate membership

AIMS INTERNATIONAL CERTIFICATION REQUIREMENTS

OPERATIONS TECHNICIAN CERTIFICATION

AIMS Certified Operations Technician, Level I

- High School diploma or GED, plus 12 months current employment in the field **OR** minimum three years current employment in the field
- Passing grade on Level I Maintenance Certification Exam Certificate Renewal –
 - 4 CEU (40 hours) AIMS-approved curriculum every 2 years (earned during the renewal period)

AIMS Certified Operations Technician, Level II

- Current AIMS Level I Operations Certification
- 8 CEU (80 hours) from industry seminars or other applicable courses
- 36 months of current employment in the amusement ride operations field
- Passing grade on Level II Operations Certification Exams

Certificate Renewal –

- 4 CEU (40 hours) AIMS-approved curriculum every 2 years (earned during the renewal period)

AIMS Certified Operations Professional, Level III

- Current AIMS Level II Operations Certification
- 12 CEU (120 hours) from industry seminars or other applicable courses
- 120 months of current employment in the amusement ride operations field
- Approved submission of two Safety Seminar course lesson plans
- Documented volunteer service in the amusement industry

Certificate Renewal –

- 4 CEU (40 hours) AIMS-approved curriculum every 2 years (earned during the renewal period)
- Maintain AIMS Associate membership

AQUATICS OPERATIONS CERTIFICATION

AIMS Certified Aquatics Operations Technician, Level I

- High School diploma or GED, plus 12 months current employment in the field or minimum three years current employment in the amusement field
- Passing grade on Level I Aquatics Operations Certification Exam
- Certificate Renewal – 4 CEU (40 hours) AIMS-approved curriculum every 2 years (earned during the renewal period)

Maintenance Certification Program Requirements

The **Maintenance Certification Program** is designed to confirm the knowledge of individuals working in the maintenance field within the amusement industry. Certification is an outward demonstration of one's knowledge of general activities and technologies that are an integral part of a daily amusement ride program and his or her participation in such activities and programs. Certification is useful for securing additional business opportunities and jurisdictional accreditation as well as for personal development.

There are three levels of maintenance certification.

- **Certified Maintenance Technician, Level I**
- **Certified Maintenance Technician, Level II**
- **Certified Maintenance Professional, Level III**

In order to achieve certification, an individual must provide verification of his or her experience and education. In addition, he or she must receive a passing score on the certification exam. The certifications are renewable. In order to maintain the certification, receipt of continuing education units (CEU), attendance in an AIMS-approved curriculum, and involvement in the amusement industry must be documented.

The AIMS Maintenance Certification Program is the only internationally recognized program for verification of knowledge and participation in the field of amusement ride maintenance.

When an individual achieves a Level III certification, it will be clear that that person is a valuable asset to the amusement industry. A Certified Maintenance Professional is a person who not only has gained knowledge with years of experience, but also unselfishly gives back to the industry.

For more information contact AIMS at 714-425-5747 or www.aimsintl.org

Certified Maintenance Technician Level I Requirements

To be eligible to sit for the Level I exam, the applicant must meet the following qualifications:

1. **Education:** Applicant must attest to having a high school diploma, college diploma, or GED (General Equivalency Diploma). *Note: if documentation of education cannot be provided, applicant must provide dates of employment in the amusement ride maintenance field for a minimum of 36 months).*
2. **Experience:** Applicant must provide dates of employment in the amusement ride maintenance field to equal at least 12 months (36 months if no proof of education). **Examination:** Applicant must receive a passing score on the Level I Maintenance Certification Exam.
3. (Unsuccessful applicants will be eligible to reapply for the exam 60 days after the initial examination date.)

Certification Renewal: To maintain certification, the individual must provide proof of receiving 4 CEU (40 credit hours in an AIMS-approved curriculum) within his or her field during every two-year period following initial Level I certification. Certificate holders may not take the Level I exam again in lieu of receiving CEU in order to maintain the Level I certification.

Application Fee to Test during AIMS Seminar: \$75. Non-Seminar Application Fee: \$125.

Renewal Fee: \$70.

The application fee is charged regardless of the applicant's eligibility or passing of the exam.

Certified Maintenance Technician Level II Requirements

To be eligible to sit for the Level II exam, the applicant must meet the following qualifications:

1. Education: Previous education attestation for Level I certification on file with AIMS will satisfy this requirement if all criteria have been met. Applicant must provide, at the time the application is made, verification of receipt of 8 CEU from attending amusement industry or other applicable seminars or education.
2. Experience: Applicant must provide dates of employment in the amusement ride maintenance field equalling at least 36 months.
3. Applicant must hold a current AIMS Level I, Certified Maintenance Technician certification.
4. Examination: Applicant must receive a passing score on the Level II Maintenance Certification Exam.
(Unsuccessful applicants will be eligible to reapply for the exam 60 days after the initial examination date.)

Certification Renewal: To maintain certification, the individual must provide proof of receiving 4 CEU (40 credit hours in an AIMS-approved curriculum) within his or her field during every two-year period following initial Level II certification. Certificate holders may not take the Level II exam again in lieu of receiving CEU in order to maintain the Level II certification.

Application Fee to Test during AIMS Seminar: \$75. Non-Seminar Application Fee: \$125.

Renewal Fee: \$70.

The application fee is charged regardless of the applicant's eligibility or passing of the exam.

Certified Maintenance Professional Level III Requirements

To be eligible to apply for the Level III certification, the applicant must meet the following qualifications:

1. Education: Previous education attestation for Level I certification on file with AIMS will satisfy this requirement if all criteria have been met. Applicant must provide, at

- the time the application is made, verification of receipt of 8 CEU from attending amusement industry or other applicable seminars or education.
2. Experience: Applicant must provide dates of employment in the amusement ride maintenance field equalling at least 120 months.
 3. Applicant must hold a current AIMS Certified Maintenance Technician Level II certification.
 4. Industry Support:
 - i. Applicant must submit two Safety Seminar course lesson plans that fit the requirements on the Level III application Form. The AIMS certification committee must approve the lesson plans.
 - ii. Applicant has demonstrated and can provide evidence documenting his or her volunteer service to the amusement industry.

Certification Renewal: To maintain certification, the individual must provide proof of receiving 4 CEU (40 credit hours in an AIMS-approved curriculum) within his or her field during every two-year period following initial Level III certification and is required to maintain an Associate membership in AIMS International.

Application Fee: \$125. Renewal Fee: \$70.

The application fee is charged regardless of the applicant's eligibility or awarding of Level III certification.

Note: Each CEU is equivalent to 10 Credit Hours in an AIMS approved curriculum.

The content, rules and requirements of this program may change without notice. The current AIMS Certification Program is published at www.aimsintl.org.

Operations Certification Program Requirements

The **Operations Certification Program** is designed to confirm the knowledge of individuals working in the operations field within the amusement industry. Certification is an outward demonstration of one's knowledge of general activities and technologies that are an integral part of a daily amusement ride program and his or her participation in such activities and programs. Certification is useful for securing additional business opportunities and jurisdictional accreditation as well as personal development.

There are three levels of operations certification.

- **Certified Operations Technician, Level I**
- **Certified Operations Technician, Level II**
- **Certified Operations Professional, Level III**

In order to achieve certification, an individual must provide attestation of his or her experience and education. In addition, he or she must receive a passing score on the certification exam. The certifications are renewable. In order to maintain the certification, receipt of continuing education units (CEU), attendance in an AIMS-approved curriculum and/or involvement in the amusement industry must be documented.

When an individual achieves a Level III certification, it will be clear that that person is a valuable asset to the amusement industry. A Certified Operations Professional is a person who not only has gained knowledge with years of experience, but also unselfishly gives back to the industry.

For more information contact AIMS at 714-425-5747 or www.aimsintl.org

Certified Operations Technician Level I Requirements

To be eligible to sit for the Level I exam, the applicant must meet the following qualifications:

1. Education: Applicant must attest to having a high school diploma, college diploma, or GED (General Equivalency Diploma). *Note: if documentation of education cannot be provided, applicant must provide dates of employment in the amusement ride maintenance field for a minimum of 36 months).*
2. Experience: Applicant must provide dates of employment in the amusement ride operations field that equals at least 12 months (36 months if no proof of education).
3. Examination: Applicant must receive a passing score on the Level I Operations Certification Exam.
4. (Unsuccessful applicants will be eligible to reapply for the exam 60 days after the initial examination date.)

Certification Renewal: To maintain certification, the individual must provide proof of receiving 4 CEU (40 credit hours in an AIMS-approved curriculum) within his or her field during every two-year period following initial Level I certification.

Application Fee to Test during AIMS Seminar: \$75. Non-Seminar Application Fee: \$125.

Renewal Fee: \$70.

The application fee is charged regardless of the applicant's eligibility or passing of the exam.

Certified Operations Technician Level II Requirements

To be eligible to sit for the Level II exam, the applicant must meet the following qualifications:

1. Education: Previous education attestation for Level I certification on file with AIMS will satisfy this requirement if all criteria have been met. Applicant must provide, at the time the application is made, verification of receipt of 8 CEU from attending amusement industry or other applicable seminars or education.
2. Experience: Applicant must provide dates of employment in the amusement ride operations field that equals at least 36 months.
3. Applicant must hold a current AIMS Certified Operations Technician Level I certification.
4. Examination: Applicant must receive a passing score on the Level II Operations Certification Exam. (Unsuccessful applicants will be eligible to reapply for the exam 60 days after the initial examination date.)

Certification Renewal: To maintain certification, the individual must provide proof of receiving 4 CEU (40 credit hours in an AIMS-approved curriculum) within his or her field during every two-year period following initial Level II certification. Certificate holders may not take the Level II exam again in lieu of receiving CEU in order to maintain the Level II certification.

Application Fee to Test during AIMS Seminar: \$75. Non-Seminar Application Fee: \$125.

Renewal Fee: \$70.

The application fee is charged regardless of the applicant's eligibility or passing of the exam.

Certified Operations Professional Level III Requirements

To be eligible to apply for the Level III certification, the applicant must meet the following qualifications:

1. Education: Previous education attestation for Level I certification on file with AIMS will satisfy this requirement if all criteria have been met. Applicant must provide, at the time the application is made, verification of receipt of 8

CEU from attending amusement industry or other applicable seminars or education.

2. Experience: Applicant must provide dates of employment in the amusement ride maintenance field that equals at least 120 months.
3. Applicant must hold a current AIMS Certified Operations Technician Level II certification.
4. Industry Support:
 - i. Applicant must submit two Safety Seminar course lesson plans that fit the requirements on the Level III application Form. The AIMS certification committee must approve the lesson plans.
 - ii. Applicant has demonstrated and can provide evidence documenting his or her volunteer service to the amusement industry.

Certification Renewal: To maintain certification, the individual must provide proof of receiving 4 CEU (40 credit hours in an AIMS-approved curriculum) within his or her field during every two-year period following initial Level III certification and is required to maintain an Associate membership in AIMS International.

Application Fee: \$125. Renewal Fee: \$70.

*The application fee is charged regardless of the applicant's eligibility or awarding of Level III certification. **Note: Each CEU is equivalent to 10 Credit Hours in an AIMS approved curriculum.** The content, rules and requirements of this program may change without notice. The current AIMS Certification Program is published at www.aimsintl.org.*

Inspector Certification Program Requirements

The **Inspector Certification Program** is designed to confirm the knowledge of individuals working in the inspection field within the amusement industry. Certification is an outward demonstration of one's knowledge of general activities and technologies that are an integral part of a daily amusement ride program and his or her participation in such activities and programs. Certification is useful for securing additional business opportunities and jurisdictional accreditation as well as personal development.

There are three levels of inspector certification.

- **Level I - Associate Ride Inspector (ARI)**
- **Level II - Certified Ride Inspector (CRI)**
- **Level III - Professional Ride Inspector (PRI)**

In order to achieve certification, an individual must provide verification of his or her industry experience and education. In addition, he or she must receive passing scores on the certification exams. The certifications are renewable. In order to maintain the certification, receipt of continuing education units (CEU), attendance in an AIMS-approved curriculum, and involvement in the amusement industry must be documented.

The AIMS Inspector Certification Program is an internationally recognized program for verification of knowledge and participation in the field of amusement ride inspection.

When an individual achieves a Level III certification, it will be clear that that person is a valuable asset to the amusement industry. A Professional Ride Inspector is a person who not only has gained knowledge with years of experience, but he or she also unselfishly gives back to the industry from which he or she has benefited.

For more information contact AIMS at 714-425-5747 or www.aimsintl.org

Associate Ride Inspector (ARI) Level I Requirements

To be eligible to sit for the Level I exam, the applicant must meet the following qualifications:

1. **Education:** Applicant must attest to having a high school diploma, college diploma, or GED (General Equivalency Diploma). *Note: if documentation of education cannot be provided, applicant must provide dates of employment in the amusement ride maintenance field for a minimum of 36 months).*
2. **Experience:** Applicant must provide dates of employment in the amusement ride operations field that equals at least 12 months (36 months if no proof of education).
3. **Examination:** Applicant must receive a passing score on the Associate Ride Inspector exam.

4. Eye Exam: Applicant must show evidence of passing an eye exam within the previous 6 months. The requirements of the exam are prescribed in the AIMS Inspector Application for Certification
5. (Unsuccessful applicants will be eligible to reapply for the exam 60 days after the initial examination date.)

Certification Renewal: To maintain certification, the individual must provide proof of receiving 4 CEU (40 credit hours in an AIMS-approved curriculum) within his or her field during every two-year period following initial Level I certification.

Application Fee to Test during AIMS Seminar: \$125. Non-Seminar Application Fee: \$150.

Renewal Fee: \$70.

Certified Ride Inspector (CRI) Level II Requirements

To be eligible to sit for the Level II exam, the applicant must meet the following qualifications:

1. Education: Previous education verification for Level I certification on file with AIMS will satisfy this requirement if all criteria have been met. Applicant must provide, at the time the application is made, verification of receipt of 8 CEU from attending amusement industry or other applicable seminars or education.
2. Experience: Applicant must provide dates of employment in the amusement ride inspection field for that equals at least 36 months.
3. Eye Exam: Applicant must show evidence of passing an eye exam within the previous 12 months. The requirements of the exam are prescribed in the AIMS Inspector Application for Certification.
4. Applicant must hold a current AIMS Level I, Associate Ride Inspector certification or a current *Certified Amusement Ride Safety Inspector, Level II (Advanced) or Level III (Senior)* certification from the National Association of Amusement Ride Safety Officials (NAARSO).
5. Examination: Applicant must receive a passing score on all Certified Ride Inspector exams:
6. Written Exam: Applicant must receive a passing score on a multiple choice and fill-in-the-blank exam covering ASTM standards (provided for exam) and questions regarding the application of a generic ride manual (provided for exam).
 - i. Oral Exam: Applicant must receive a passing score on an oral examination administered by no less than three examiners.
 - ii. Certification Renewal: To maintain certification, the individual must provide proof of receiving 4 CEU (40 credit hours in an AIMS-approved curriculum) within his or her field during every two-year period following initial Level III certification and is required to maintain an Associate membership in AIMS International. Certificate holders may not take the Level II exam again in lieu of receiving CEU in order to maintain the Level II certification.

Application Fee to Test during AIMS Seminar: \$150. Non-Seminar Application Fee: \$175.
Renewal Fee: \$55.

Professional Ride Inspector (PRI) Level III Requirements

To be eligible to apply for the Level III certification, the applicant must meet the following qualifications:

1. Education: Applicant must provide, at the time the application is made, verification of receipt of 12 CEUs from attending amusement industry or other applicable seminars or education.
2. Experience: Applicant must provide dates of employment in the amusement ride inspection field that equals at least 120 months.
3. Eye Exam: Applicant must show evidence of passing an eye exam within the previous 12 months. The requirements of the exam are detailed in the AIMS Inspector Application for Certification.
4. Applicant must hold a current AIMS Certified Ride Inspector Level II certification.
5. Industry Support: Applicant has demonstrated and can provide evidence documenting his or her volunteer service to the amusement industry.
6. Examination: Applicant must receive passing scores on all Professional Ride Inspector exams:
 - i. Written Exam: Applicant must receive a passing score on a multiple choice and fill-in-the-blank exam.
 - ii. Open Book Exam: Applicant must receive a passing score on a multiple-choice exam covering ASTM standards (provided for exam) and questions regarding the application of a generic ride manual (provided for exam).
 - iii. Oral Exam: Applicant must receive a passing score on an oral examination administered by no less than three examiners.
 - iv. Practical Exam: Applicant must receive a passing score on a practical exam administered on an actual piece of amusement equipment. Two examiners will administer this exam.

Certification Renewal: To maintain certification, the individual must provide proof of receiving 4 CEU (40 credit hours in an AIMS-approved curriculum) within his or her field during every two-year period following initial Level III certification. Certificate holders may not take the Level I, Level II or Level III exam again in lieu of receiving CEU's in order to maintain the Level III certification.

- a. Must maintain Associate membership in AIMS.
- b. The individual must be willing to serve on the AIMS Inspector Examination Committee.

Application Fee: During AIMS Level III test period: \$175. Renewal Fee: \$55.

The application fee is charged regardless of the applicant's eligibility or awarding of Level III certification.

Fast Track:

Individuals who believe they have unique qualifications that meet the intent of the AIMS certification program may apply to the Certification Committee in writing to waive specific requirements of the program.

Note: Each CEU is equivalent to 10 Credit Hours in an AIMS approved curriculum.

The content, rules and requirements of this program may change without notice. The current AIMS Certification Program is published at www.aimsintl.org.

Aquatics Certification Program Requirements

The **Aquatics Operations Certification Program** is designed to confirm the knowledge of individuals working in the aquatics operations field within the amusement industry. Certification is an outward demonstration of one's knowledge of general activities and technologies that are an integral part of a daily amusement program and his or her participation in such activities and programs. Certification is useful for securing additional business opportunities and jurisdictional accreditation as well as personal development.

There is one level of aquatics operations certification.

Certified Aquatics Operations Technician, Level I

In order to achieve certification, an individual must provide verification of his or her industry experience and education. In addition, he or she must receive a passing score on the certification exam. The certification is renewable. In order to maintain the certification, receipt of continuing education units (CEU), attendance in an AIMS-approved curriculum, and involvement in the amusement industry must be documented.

The AIMS Aquatics Operations Certification Program is the only internationally recognized program for verification of knowledge and participation in the field of aquatics operations.

For more information contact AIMS at 714-425-5747 or www.aimsintl.org.

H. Level I, Certified Aquatics Operations Technician Requirements

1. To be eligible to sit for the Level I exam, the applicant must meet the following qualifications:

1. Education: Applicant must attest to having a high school diploma, college diploma, or GED (General Equivalency Diploma). *Note: if documentation of education cannot be provided, applicant must provide dates of employment in the amusement ride maintenance field for a minimum of 36 months).*
2. Experience: Applicant must provide proof of current employment in the aquatics operations field for at least 12 months (36 months if no proof of education). A letter from the applicant's employer may serve as verification of meeting the experience requirement; the letter must state dates of employment and positions held within the inspection field. The total time of employment must exceed 12 months. This and all employment verification letters must be written on company letterhead.

2. Examination: Applicant must receive a passing score on the Level I, Aquatics Operations Certification Exam. (Unsuccessful applicants will be eligible to reapply for the exam 180 days after the initial examination date.)

3. Certification Maintenance: To maintain certification, the individual must provide proof of receiving 4 CEU (40 credit hours in an AIMS-approved curriculum) within his or her field during every two-year period following initial Level I certification. Certificate holders may

not take the Level I exam again in lieu of receiving CEU in order to maintain the Level I certification.

4. *Application Fee to Test during AIMS Seminar: \$75. Non-Seminar Application Fee: \$125.*

Renewal Fee: \$70.

The application fee is charged regardless of the applicant's eligibility or passing of the exam.

Note: Each CEU is equivalent to 10 Credit Hours in an AIMS approved curriculum.

The content, rules, and requirements of this program may change without notice. The current AIMS Certification Program is published at www.aimsintl.org.

AIMS Certification Fees

For Test Applications - Renewals - Reinstatement

All Certifications are valid for two years

Maintenance, Operations, and Aquatics Certification

Level I & Level II Certifications:

- Application Fee to test during AIMS Seminar - \$75
- Non-Seminar Test Application Fee - \$125
- On-Time Renewal Fee - \$70
- Expired Certification Reinstatement of up to one year - \$90
- Expired Certification Reinstatement beyond one year - \$70 per certification period - plus \$100

Level III Maintenance and Operations:

- Application Fee - \$100
- On-Time Renewal Fee - \$70
- Expired Certification Reinstatement of up to one year - \$90
- Expired Certification Reinstatement beyond one year – Must reapply for certification

AIMS Associate Ride Inspector Level 1 (ARI) Certification

- Application Fee to test during AIMS Seminar - \$125
- Non-Seminar Application Fee - \$150
- On-Time Renewal Fee - \$70
- Expired Certification Reinstatement of up to one year - \$90
- Expired Certification Reinstatement beyond one year - \$70 per certification period - plus \$100

AIMS Certified Ride Inspector Level II (CRI)

- Application Fee to test during AIMS Seminar - \$150
- Non-Seminar Application Fee - \$175
- On-Time Renewal Fee - \$55
- Expired Certification Reinstatement of up to one year - \$70
- Expired Certification Reinstatement beyond one year - \$55 per certification period - plus \$100

AIMS Professional Ride Inspector Level III (PRI)

- Application Fee to test during AIMS test period - \$175
- Non-Seminar Application Fee – To be determined based on location

- On-Time Renewal Fee - \$70
- Expired Certification Reinstatement of up to one year - \$70

- Expired Certification Reinstatement beyond one year – Must reapply for certification
- All fees are in addition to the examination, education, employment, maintenance and CEU requirements as stated in the AIMS International Certification Program, and are non-refundable.
- All applicants for certification testing must fill out a New Application for Certification, pay the test fee and submit all requirements before they will be permitted to sit for the exam.
- All applicants for Renewal and Reinstatement must fill out a Renewal Application, pay the applicable fees, and submit all requirements before a credential will be issued.
- To Reinstatement Levels I and II: 4 CEU are required for each 2-year certification period.
- It is the responsibility of the certificate holder to preserve their certificate and be able to present it upon request.

A Certification period begins April 1 and expires on March 31 after the applicable certification period of 2 years.

AIMS International Code of Ethics

AIMS International Certificate Holders shall be cognizant of the following principles and the scope to which they apply, with the understanding that any unauthorized practice is subject to the Certification Committee's review and may result in suspension, reprimand, or revocation of certification.

Certification holders shall:

- **Certificate Holders shall** regard the safety, health and welfare of the public as paramount in the performance of their professional duties.
- **Certificate Holders shall** be honest and truthful in the performance of their professional duties.
- **Certificate Holders shall** perform services only in the areas of their competence.
- **Certificate Holders shall** continue their professional development throughout their careers and shall provide opportunities for the professional and ethical development of those under their supervision.
- **Certificate Holders shall** build their professional reputation on the merit of their services and shall not compete unfairly with others.
- **The Certificate Holders shall** avoid a conflict of interest with the employer or client and shall disclose any business association, or circumstance that might be so considered.
- When Certificate Holders are required to issue public statements, these statements shall be made only in an objective and truthful manner with the authorization of his or her employer to support the integrity, honor and dignity of the amusement industry and all other Certificate Holders.
- **Certificate Holders shall** act with complete integrity in professional matters and be forthright and candid to their employer, the regulator or employer's customer, and with the Certification Committee or its representatives, on matters pertaining to this Code.
- Any violation of any part of this standard of conduct prescribed by this Code of Ethics if related to a Certificate Holder's occupation, including any violation of the Code of Ethics contained in this standard, shall constitute an unauthorized practice subject to the imposition of sanctions.

THE BY-LAWS OF AIMS INTERNATIONAL

ARTICLE I - NAME AND LEGAL IDENTITY

Section 1. Name. The name of the Association shall be Amusement Industry Manufacturers and Suppliers, International. (hereinafter referred to as AIMS International or Association).

Section 2. Legal Identity. AIMS is organized exclusively as a Trade Association, not organized for profit, within the meaning of Section 501 (c)(6) of the Internal Revenue Code of 1986, as amended. No part of the net earnings of the Association shall inure to the benefit of, or be distributed to, its members, trustees, Officers or other private persons; except that the Association shall be authorized and empowered to pay reasonable compensation for services rendered and to make payments and distributions in furtherance of the purposes set forth herein.

ARTICLE II - PURPOSE

Section 1. The purpose of this not-for-profit Association is to bring together its members at specified times to promote the interests of the amusement industry and relate matters of importance to the international amusement manufacturers and suppliers of goods or services.

Section 2. To provide a center into which information concerning the interests, welfare, statistics and legislation affecting the manufacturers and suppliers of goods or services to the amusement industry may be officially directed and from which matters of importance to the amusement industry may be sent to its members.

Section 3. To promote friendly relations and mutual confidence among its members.

Section 4. To serve our membership by promoting safety through education and amusement industry cooperation by providing opportunity for the exchange of experiences and opinions through discussion, publications and networking events.

Section 5. To promote high ethical standards, quality products and services to foster the continual improvement of the amusement industry.

Section 6. To cooperate with allied interest industry groups in the common endeavor to advance safety in the amusement industry.

Section 7. To cooperate in the development and implementation of laws and regulation affecting the amusement industry.

Section 8. The mission of AIMS International is to improve amusement industry safety through leadership in education.

ARTICLE III - MEMBERSHIP

Section 1. Qualification for Membership. Any individual, partnership, business firm or corporation who is actively engaged in manufacturing, supplying or providing goods and services related to the amusement industry as it pertains to amusement parks, carnivals, water parks, go kart centers, family entertainment centers, civic celebrations, shopping centers and similar events involving amusement rides or concessions

or who otherwise provide equipment, supplies or services to those engaged in this industry or who is otherwise actively engaged in a business or profession associated with the industry. Respective members must be able to demonstrate a willingness to support the programs and activities of the Association and to abide by its Code of Ethics.

Section 1.a. Active Members. Manufacturers or suppliers of goods and services to the amusement industry. Active membership entitles such members to attend meetings and vote for the Board of Directors.

Section 1.b. Associate Members. Associate Members are members who don't otherwise qualify as active members (e.g. State ride inspectors, park or carnival owners or operators, employees of owners or operators, etc.). Associate members will have those rights and privileges which the Association may, from time to time, provide. Associate members shall not have a right to vote unless serving as an elected member of the Board of Directors. Associate members may hold a position on the Executive Committee.

Section 2. Termination and Transfer. Membership in the Association shall be terminated automatically by the transfer of the member's business or of the control of such business, as it existed at the time the member was approved. On application, such membership may, however, be transferred to the new owner without payment of additional dues for the current year if the applicant in the judgment of the Board of Directors meets the qualifications for membership in the Association herein prescribed.

■ ARTICLE IV - APPLICATION FOR MEMBERSHIP

Section 1. Every person, partnership, association or corporation desiring any class of membership in the Association shall make application for membership as prescribed by the Board of Directors.

Section 2. Applications shall be duly presented to the Executive Director of the Association for proper execution. All applications for membership may be subject to approval by the Executive Committee.

■ ARTICLE V - ANNUAL DUES

Section 1. The annual dues of the various classes of membership shall be determined by the Association's Board of Directors, shall be clearly indicated upon the membership application, shall be payable annually in advance immediately upon the filing application for membership and shall cover a twelve month period. All applicants must pay dues at the highest classification for which they are qualified before qualifying for any additional classifications at lower levels of dues payment. All annual fees are due on the anniversary of the date the member joined and are delinquent ninety days thereafter.

Section 2. No member shall be eligible for any office or committee unless their dues are fully paid for the current year.

Section 3. Retirement. Any member may retire from membership by giving written notice to that effect to the Executive Director and by payment of all dues and fees to the Association through the fiscal year of resignation.

Section 4. Expulsion. Any member may be expelled from the Association for good cause by vote of two-thirds of the Board of Directors present and voting at any properly called meeting of the elected Board of Directors at which a quorum is present, provided that the member has been notified in advance of such meeting, and has been given the opportunity to be heard at such meeting with respect to the grounds for his/her proposed expulsion.

Section 5. Reinstatement. A former member desiring a continuous member record may be reinstated on showing proof of qualification and paying all dues in arrears. If, however, a continuous membership record is not desired, the member may be reinstated on showing proof of qualification and paying current year's dues.

■ ARTICLE VI - BOARD OF DIRECTORS

Section 1. The Board of Directors shall have complete charge and management of the Association and shall be vested with full power and authority to fix the salary or compensation of any Officer, Director, agent, or employee, whether elected or appointed, and shall have full power and authority to discharge any Officer or employee of the Association.

Section 2. Board of Directors. The Board of Directors shall consist of its duly elected Directors, which includes the four Officers and the immediate past President.

Section 2.a. The Board of Directors shall consist of up to fifteen (15) Directors. At least ten (10) of the Directors shall be made up of Active Members and up to five (5) Directors may be Associate Members.

Section 3. Elected Officers. The elected Officers shall consist of not more than one (1) member of a family nor more than one (1) representative or employee of the same organization. Directors shall consist of not more than two (2) family members nor more than two (2) representatives from one organization member.

Section 4. Executive Committee. The Executive Committee shall consist of the President, Vice President, Secretary, Treasurer, and the immediate past President. The Executive Committee shall have emergency powers to act for the Board of Directors during the interim between Board meetings, and to exercise general supervision over the affairs and business of the Association, including the approval of all extraordinary expenses up to \$20,000. This policy is subject to review at the Board of Directors annual meeting.

Section 4.a. Remaining Term. Where a past President had been elected to a three year term as a Board of Director prior to the expiration of his tenure as President and there still remains unserved time on that three year term of office as a Director, such past President will be allowed to serve out his time as an active voting Board Member.

Section 4.b. Executive Committee Vacancy. Should a vacancy exist on the Executive Committee through death, resignation, ineligibility or inability to perform his/her duties as determined by the Board of Directors, the Board of Directors shall appoint a Director to the open position to fulfill that term. Officers so appointed shall hold office until the next annual election of Officers at the meeting of the Association at which time the vacancies shall be filled by a vote of the Active Members of the Association.

Section 5. Executive Director. The Executive Director shall attend all meetings of the Association, including the Board of Directors, and the Executive Committee as directed by the President. Any Executive Director who is paid for his/her duties beyond reimbursement for expenses shall not have voting power on the Board of Directors or Executive Committee. He/she shall have custody of the corporate seal, if any. He/she shall cause proper notices to be given members of the Board of all meetings of Board of Directors and the Executive Committee of the Association, and such other meetings as the President may direct. He/she shall be under the direction of the President. He/she shall direct and execute all advertising and publicity for the good of the Association and sign the name of the Association, together with the President or a Vice President, to all contracts as directed by the Executive Committee. He/she shall be paid for his/her services in such sum as the Board of Directors may designate. He/she shall make an annual report to the Board of Directors prior to the annual meeting of the Association, showing the conditions of affairs of the Association.

Section 5.a. Executive Director Absence. If the Association does not have an Executive Director, the duties of the Executive Director shall be assigned at the discretion of the Executive Committee.

Section 6. Directors Meetings. The Board of Directors shall meet annually. Other optional meetings may be held at the call of the President or at the request of a majority of the elected Directors of the Board of Directors. Meetings may be held at the office of the Association, or at such other place as is specified in the call of the meeting. A written notice, shall be provided to each Director of the time and place of all meetings.

Section 7. Absences. The absence of any Officer or Director from any meeting of the Board of Directors may be excused if, in the opinion of the majority of those present, the reason for the absence is legitimate. Any Officer or Director who misses more than two consecutive meetings without having submitted a legitimate excuse automatically becomes subject to expulsion action by the Board of Directors.

Section 8. Vacancies. Vacancies caused by death, resignation, or disqualification of elected Directors of the Board of Directors may be filled from the Membership of the Association by a vote of the Board of Directors, subject to the conditions set forth in Article I, Section 3. Directors so elected shall hold office until the next annual election of Directors at the meeting of the Association at which time the vacancies shall be filled by a vote of the Active Members of the Association.

Section 9. Defense and Indemnification. The Association shall defend and indemnify the Board of Directors and any unpaid Executive Director for actions arising out of activities taken on behalf of the Association.

ARTICLE VII - DUTIES OF THE OFFICERS

Section 1. The Officers of this Association shall be the President, the Vice President, the Secretary, and the Treasurer, all of whom shall be members of the Board of Directors. The four Officers and the immediate past President shall constitute the five members of the Executive Committee.

Section 2. President. The President shall preside at all meetings of the Association and the Board of Directors, shall be Chairperson of the Executive Committee, and shall be an ex-officio member of all committees.

Section 3. Vice President. The Vice President shall be known also as the President-Elect, shall assume the duties of the President during his/her absence, shall chair the strategic planning committee, and shall be an ex-officio member of all committees.

Section 4. Secretary. The Secretary shall assume the duties of the President during the absence of the President and Vice President, shall chair the Nominating/Awards Committees, and be responsible to the Board of Directors for these duties. The Secretary shall direct the meeting minutes to be completed. The Secretary shall approve, distribute, and maintain the minutes and official documents.

Section 5. Treasurer. The Treasurer shall be responsible, under the direction of the President and Board of Directors, for all funds of the Association. The Treasurer shall keep full and accurate accounts of all receipts and disbursements in books belonging to the Association. He/she shall disburse all funds of the Association as may be directed by the Board of Directors or its authorized committee or agents. The Treasurer shall grant to the Executive Director such powers to make disbursements and collect and deposit all Association's monies to the credit of the Association as authorized by the Board of Directors. The Treasurer shall take proper vouchers of all disbursements and render to the Board of Directors of the Association an account of the transactions as Treasurer for the preceding fiscal year, and of the financial condition of the Association at the last regular meeting of the Board of Directors preceding the annual meeting.

Section 6. Immediate Past President. The Immediate Past President shall serve as advisor to the President and other Officers and may participate in discussions and votes of the Board of Directors.

■ ARTICLE VIII - ELECTION OF DIRECTORS, OFFICERS AND NOMINATING COMMITTEE

Section 1. Terms of Office. Each Director elected for a full term shall serve a term of three years and shall be eligible for re-election. Any time period of a full term not completed by a Board member who is elected to serve as an Officer shall be completed once the term of the office has been completed. The President shall serve for one year term. This term may be extended one year by recommendation of the Nominating Committee and approved by the Board of Directors. After which time he/she shall continue to serve on the Executive Committee as a voting member in the capacity as the Immediate Past President. The Vice President, upon approval by the Board of Directors, shall succeed the President at the termination of the latter's term of office. The Secretary and Treasurer shall serve one-year terms and are eligible for re-election.

Section 2. Election of Directors. At the regular annual meeting of the Association, as close to one-third of Directors as possible shall be chosen by a plurality of votes cast by Active Members of the Association attending the meeting and holding voting privilege.

Section 3. Election of Officers. At least 30 days prior to the beginning of the next fiscal year, the Board of Directors shall elect a slate of officers for the positions of President, Vice President, Secretary, and Treasurer. Any non-board members elected as an officer must be ratified as a member of the board of directors at the next Association meeting.

Section 4. Start of Term. The newly elected Officers and Directors shall take office at the start of the fiscal year., on April 1

Section 5. Nominating Committee. The Secretary shall chair the Nominating Committee. As the chairperson he/she shall appoint three members to the committee, two of whom shall be Directors and one of whom shall be appointed from among the Active Members of the Association. The Nominating Committee shall recommend to the general membership at the annual meeting of the Association a slate of candidates from among the Association's members to be voted upon for the position as a Director of the Association. Nothing contained herein shall prevent Members other than those recommended by the Nominating Committee from being voted upon for Directors, provided their nomination is duly made and seconded at the time the election is held. In addition, the Nominating Committee shall recommend to the Board of Directors for its consideration candidates for the offices of President, Vice President, Secretary and Treasurer. Nothing herein contained shall prevent qualified Members and/or Directors other than those recommended by the Nominating Committee from being voted upon for office provided their nomination is duly made and seconded at the meeting of the Board of Directors at the time the election is held

■ ARTICLE IX - STANDING COMMITTEES

Section 1. The Standing Committees of this organization shall include the following:

- a. Nominating
- b. Strategic Planning
- c. Education
- d. Certification

ARTICLE X - APPOINTIVE COMMITTEES

Section 1. The President shall have the power to designate such Special Committees, other than the Standing Committees hereinbefore provided for, as he/she may deem necessary from time to time to protect and further the interests, purposes, and objects of the Association and its members. Members or chairpersons of the committees need not be Directors.

Section 2. Such Special Committees shall have such powers as may be delegated to them from time to time by the Board of Directors or the Executive Committee, but shall have no power or authority to contract for expenditures or disbursements unless such power is specifically given by the Board of Directors or the Executive Committee. Such committees shall be subject in all their actions to the approval of the Board of Directors or Executive Committee.

ARTICLE XI - MEETINGS AND QUORUMS

Section 1. Annual Meetings. Regular annual meetings shall be called by the President. Written notice shall be provided at least 30 days before the time of the meeting. No alteration of the time and place of holding the meetings for election of Director shall be made unless a notice of such change shall be given to each member 20 days before the meeting.

Section 2. Special Meetings. Special meetings shall be called by the President upon the request in writing of at least 25 percent of the Active Members or upon the request of a majority of the Board of Directors. Any such request for a special meeting of the Association shall state the object of such meeting. No other business shall be transacted at such special meeting save and except that set forth in the request for the meeting. Fifteen days written notice which shall specify the object of the meeting shall be given the members of the Association.

Section 3. Order of Business. Roll Call. Reading of Minutes of previous meeting, receiving of communications, reports of Officers, reports of Standing Committees, election of Board of Directors (at annual meeting), reports of Special Committees, unfinished business and any new business.

Section 4. Parliamentary Authority. Roberts Rules of Order shall be authority of all meetings for any points not covered in these By-Laws.

Section 5. Active Member Meeting Quorum. Ten percent or more Active Members of the Association shall constitute a quorum at the regular meetings of the Association.

Section 6. Board of Director Meeting Quorum. A majority of Directors shall constitute a quorum for the transaction of business at any meeting of the Board of Directors.

Section 7. Executive Committee Meeting Quorum. Three members of the Executive Committee shall constitute a quorum for the transaction of business at any meeting of the Executive Committee.

ARTICLE XII - DOCUMENT OWNERSHIP

Section 1. All papers and drawings presented before the Association shall become the property of the Association, and the Association shall have the sole right to publish and distribute them without legal action or redress from those presenting them.

ARTICLE XIII - FINANCE

Section 1. Fiscal Year. The fiscal year of the Association is April 1 through March 31.

Section 2. Budget. The Executive Director shall present an annual budget to the Board of Directors. The Board of Directors shall approve an annual budget.

Section 3. Financial Audit. The Board of Directors shall cause the books and accounts of the Association and its Officers to be audited or reviewed annually by an independent certified public accountant, or any other person selected by the Board of Directors without the necessity of a bond, and shall submit copies of said report to the Board of Directors.

Section 4. Reimbursement. The Board of Directors is authorized and empowered to provide for reimbursement to the Directors, Officers, and committee members, their reasonable traveling and living expenses while engaged upon the business and affairs of the Association.



ARTICLE XIV - NOTIFICATIONS

Section 1. Whenever notice is required by statute or by these By-Laws to be given to the members or to the Directors or to the Executive Committee or to any Officer of the Association, personal notice is not meant unless expressly so stated and any notice so required shall be deemed to be sufficient if given by depositing the same in a Post Office box, properly stamped, addressed to such member, Director or Officer at his/her last known address appearing on the records of the Association or by email sent to the email address provided by person the notice is sent to. Where notice is provided by overnight delivery service, such notice is deemed effective at the time of delivery, as reflected in the records of the delivery service.



ARTICLE XV - AMENDMENTS

Section 1. The Board of Directors by the affirmative vote of two-thirds of those present may alter or amend these By-Laws at any meeting of the Board, provided there is a quorum and that notice of the proposed alteration or amendment has been given to each Director 10 days prior to the meeting.