STATE OF ALABAMA

PLUMBERS & GAS FITTERS
EXAMINING BOARD

11 WEST OXMOOR RD.
SUITE 104
BIRMINGHAM, AL 35209
PHONE (205) 945-4857
FAX (205) 945-9915
www.pgfb.alabama.gov

David H. Wilcox
Executive Director

EXAMINATIONS

PROCTOR:	PSI SERVICES LLC
EXAM SCHEDULING:	WEEKLY TESTING
EXAM RESULTS:	RECEIVE RESULTS THE SAME DAY
EXAM FORMAT:	COMPUTERIZE TESTING (OPEN BOOK)
EXAM LOCATIONS:	HUNTSVILLE, BIRMINGHAM, MONTGOMERY & MOBILE. ALSO, THERE ARE OUT-OF-STATE EXAM LOCATIONS.

SCHEDULING WILL BE AVAILABLE ON:	February 5, 2014
TESTING BEGINS:	February 13, 2014

NEXT PAGE

ALABAMA PLUMBERS AND GAS FITTERS EXAMINING BOARD

11 WEST OXMOOR ROAD SUITE 104
BIRMINGHAM, AL 35209
PHONE 205-945-4857
FAX 205-945-9915
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APPLICATION FOR EXAMINATION

Application for examination is hereby made. All fees shall be paid by CHECK OR MONEY ORDER payable to "Plumbers and Gas Fitters Examining Board." NO CASH OR CREDIT CARDS ACCEPTED.

NOTE: PLEASE TYPE OR PRINT ALL INFORMATION CLEARLY.

Full Name _____ SS # _____

Address _____ City _____

State _____ Zip _____ County _____ Phone _____

Email Address _____

Employer _____ Phone _____

Address _____

City _____ State _____ Zip _____ County _____

Employers email address _____

Employment Dates: From _____ To _____

CHECK DESIRED EXAM BELOW	FEE	
[ ] MASTER PLUMBER	$160.00	Requires 1 yr. As Journeyman
[ ] MASTER GAS FITTER	160.00	Requires 1 yr. As Journeyman
[ ] JOURNEYMAN PLUMBER	110.00	Requires 2 yrs. As Apprentice
[ ] JOURNEYMAN GAS FITTER	110.00	Requires 2 yrs. As Apprentice

I understand that the fee for this examination is NON-REFUNDABLE. Failure to appear will result in forfeiture of fee.

CHECK DESIRED EXAM LOCATION:
[ ] BIRMINGHAM [ ] HUNTSVILLE [ ] MONTGOMERY [ ] MOBILE
[ ] OUT OF STATE: List the State in which you would like to take the exam: _____

Current Alabama Plumber Certification # _____

Out of State applicants: Please attach a copy of your current Out-of-State Plumbing certification.

Once this application & fee has been processed by the Board, you will receive an Exam Eligibility Notification concerning scheduling the exam.

Date _____

_____
Applicant's Signature

All information is required.

REVISED 1/3/14

PSI Services LLC
3210 E Tropicana
Las Vegas, NV 89121
www.psiexams.com

Before paying for your examination registration, be sure you understand the contents of this bulletin. Please retain and use it as a reference when contacting PSI.

STATE OF ALABAMA
PLUMBERS AND GAS FITTERS EXAMINING BOARD

PLUMBER AND GAS FITTER LICENSING EXAMINATION CANDIDATE INFORMATION BULLETIN

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Please refer to our website to check for the most updated information at www.psiexams.com

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Last Revised 2/14/2013AL

Before paying and scheduling for an examination, make sure that you have reviewed the following checklist.

- Eligibility to take an examination is determined by the Alabama Plumbers and Gas Fitters Examining Board. To apply go to the Boards website at: www.pgfb.alabama.gov. You may also call the Board at (205) 945-4857 or email staff@pgfb.alabama.gov.
- Upon approval from the Board, you will be sent an Examination Eligibility Notification. You are now ready to contact PSI to schedule for the examination.
- You may only test once per eligibility file. Each time you fail, you must reapply with the Board. You may reapply with the Board on an unlimited basis.
- You have 30 days from the date of approval to take the examination. If you don't take the examination within 30 days, you must re-apply with the Board.

Schedule your examination:

- Upon approval from the Board, you are responsible for contacting PSI to schedule for the examination. You may either schedule via the Internet at www.psiexams.com, or schedule over the telephone at (800) 733-9267.

Take the scheduled examination:

- Must bring two forms of identification, which bear your signature. One of these must also have your photograph.
  IMPORTANT! Your name as shown while registering must exactly match the name on the photo I.D. used when checking in at the examination center.
- Arrive 30 minutes prior to appointment.

After your examination:

- Upon passing the examination, your results will be made available to the State.
- To inquire about license requirements, contact the Alabama Plumbers and Gas Fitters Examining Board at (205) 945-4857 or email staff@pgfb.alabama.gov, or visit their website at www.pgfb.alabama.gov.

EXAMINATIONS BY PSI SERVICES LLC

The Alabama Plumbers and Gas Fitters Examining Board has contracted with PSI Services LLC (PSI) to conduct the examination program. PSI provides these examinations through a network of computer examination centers in Alabama.

GUIDELINES FOR EXAMINATION QUALIFICATION

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- You have 30 days from the date of approval to take the examination. If you don't take the examination within 30 days, you must re-apply with the Board.

EXAMINATION SCHEDULING PROCEDURES

Once you are approved by the Board, it is your responsibility to contact PSI to schedule for the examination.

ON-LINE (WWW.PSIEXAMS.COM)

For the fastest and most convenient examination scheduling process, PSI recommends that you schedule for your examination using the Internet. You schedule online by accessing PSI's website at www.psiexams.com. Internet scheduling is available 24 hours a day.

1. Log onto PSI's website and create an account. Please enter your email address and first and last name. This information must match exactly with the information the Board has provided to PSI. Be sure to check the box next to "*Check here to attempt to locate existing records for you in the system*"
2. You will enter your social security number. Your record will be found and you will now be ready to pay and schedule for the exam. Enter your zip code and a list of the testing sites closest to you will appear. Once you select the desired test site, available dates will appear. If you have problems contact PSI at (800) 733-9267 for help.

TELEPHONE

The second fastest method of scheduling is via the telephone with PSI's Interactive Voice Response system (IVR) during non-business hours or through live registrars during business hours. For telephone registration, you will need a valid VISA or MasterCard. Call (800) 733-9267, 24 hours a day and register using the Automated Registration System. Otherwise, PSI registrars are available Monday through Friday, between 6:30 am and 7:00 pm and Saturday, between 10:00 am and 4:00 pm, Central Time, to schedule an appointment for the test.

RESCHEDULING/CANCELING AN EXAMINATION APPOINTMENT

You may cancel and reschedule an examination appointment without forfeiting your fee if your *cancellation notice is received 2 days before the scheduled examination date*. For example, for a Monday appointment, the cancellation notice would need to be received on the previous Saturday. You may call PSI at (800) 733-9267. Please note that you may also use the automated system, using a touch-tone phone, 24 hours a day in order to cancel and reschedule your appointment.

Note: A voice mail message is not an acceptable form of cancellation. Please use the Internet, automated telephone system (IVR), or call PSI and speak to a Customer Service Representative.

MISSED APPOINTMENT OR LATE CANCELLATION

If you miss your appointment, you will not be able to take the examination as scheduled, further you will forfeit your examination fee, if you:

- Do not cancel your appointment 2 days before the scheduled examination date;
- Do not appear for your examination appointment;
- Arrive after examination start time;
- Do not present proper identification when you arrive for the examination.

SPECIAL EXAMINATION ARRANGEMENTS

All examination centers are equipped to provide access in accordance with the Americans with Disabilities Act (ADA) of 1990, and every reasonable accommodation will be made in meeting a candidate's needs. Applicants with disabilities or those who would otherwise have difficulty taking the examination must fill out the Special Arrangement Request form at the end of this Candidate Information Bulletin and fax to PSI (702) 932-2666.

EXAMINATION SITE CLOSING FOR AN EMERGENCY

In the event that severe weather or another emergency forces the closure of an examination site on a scheduled examination date, your examination will be rescheduled. PSI personnel will attempt to contact you in this situation. However, you may check the status of your examination schedule by calling (800) 733-9267. Every effort will be made to reschedule your examination at a convenient time as soon as possible. You will not be penalized. You will be rescheduled at no additional charge.

EXAMINATION SITE LOCATIONS

Birmingham
100 Centerview Drive, Suite 121
Birmingham, AL 35216
After you exit I-65 at Hwy 31, turn North on Highway 31 toward Vestavia Hills. Turn right at first traffic light onto Vestavia Parkway. Turn right at first street onto Centerview Drive. Turn left into the first parking lot.

Huntsville
4900 University Square, Suite 4
Huntsville, AL 35816

From Memorial Parkway (US-431/231), take the University Dr (US-72 W) exit. Turn right on The Boardwalk. You will come to a dead end, facing 4900 University Square.

Mobile
6051 - B Airport Blvd.
Mobile, AL 36660

From East or West, take I-10 to I-65. From I-65 take Airport Blvd West exit. The site is approximately 3 miles on Airport Blvd. Look for a small red brick office complex, on the left side of the road called the Reynold's Place. You have to make a U-turn at the next traffic light to get to the complex. Office is in the corner of the "L".

Montgomery
500 Interstate Park Drive
Suite 530
Montgomery, Alabama, 36104

From I-85, take the Perry Hill Road exit (#4). Proceed north on Perry Hill Road for little less than ¼ mile. Interstate Park Drive is located on the right (east) side of Perry Hill Road. Turn right on Interstate Park Road and proceed east for approximately ¼ mile. The office is located on the main road.

Additionally, PSI has examination centers in many other regions across the United States. You may take this examination at any of these locations by filling out the special accommodation form found at the end of this Candidate Information Bulletin.

REPORTING TO THE EXAMINATION SITE

On the day of the examination, you should arrive 30 minutes before your appointment. This extra time is for sign-in, identification, and familiarizing you with the examination process. *If you arrive late, you may not be admitted to the examination site and you will forfeit your examination registration fee.*

You must provide 2 forms of identification. One must be a VALID form of government issued identification (driver's license, state ID, passport), which bears your signature and has your photograph. The second ID must have your signature and preprinted legal name.

PRIMARY IDENTIFICATION (with photo) - Choose One

- State issued driver's license
- State issued identification card
- US Government Issued Passport
- US Government Issued Military Identification Card
- US Government Issued Alien Registration Card
  NOTE: ID must contain candidate's photo, be valid and unexpired.

SECONDARY IDENTIFICATION - Choose One

- Credit Card (must be signed)
- Social Security Card

If you cannot provide the required identification, you must call (800) 733-9267 at least 3 weeks prior to your scheduled appointment to arrange a way to meet this security requirement. *Failure to provide all of the required identification at the time of the examination without notifying PSI is considered a missed appointment, and you will not be able to take the examination.*

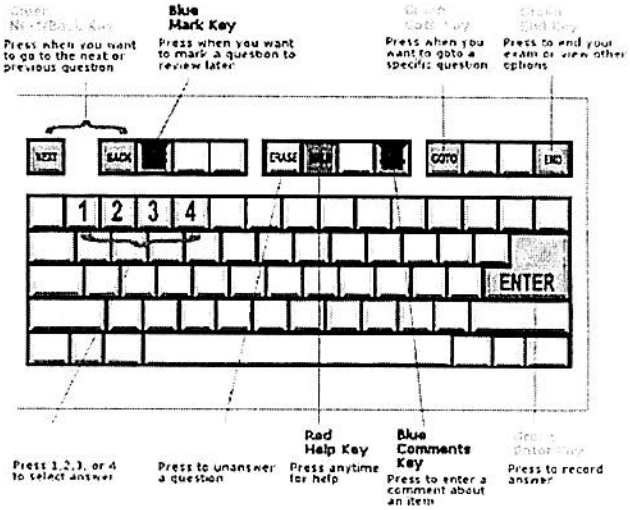
SECURITY PROCEDURES

The following security procedures apply during examinations:

- All examinations are open book.
- You will have access to an online calculator.
- You will be given a piece of scratch paper and a pencil. Both will be returned to the proctor at check-out.
- No children, notes, briefcases, backpacks, hats, cellular telephones, or pagers are allowed in the examination area. (Note: There is no space to store these materials at the examination center.) Small purses (size of a wallet) will be permitted. Larger purses cannot be taken to the candidate's seat.
- No smoking, eating, or drinking is allowed in the examination center.
- Once you have been seated and the examination begins, you may leave the examination center only to use the restroom, and only after obtaining permission from the proctor. You will not receive extra time to complete the examination.
- Any candidate seen giving or receiving assistance, found with unauthorized materials, or who violates any security regulations will be asked to surrender all examination materials and to leave the examination center. All such instances will be reported to the Board and you may be denied licensure.
- Copying or communicating examination content is a violation of security regulations and may result in the cancellation of your examination results or legal action taken under copyright laws.

TAKING THE EXAMINATION BY COMPUTER

Taking the PSI examination by computer is simple. You do not need any computer experience or typing skills. You will use fewer keys than you use on a touch-tone telephone. All response keys are colored and have prominent characters. An illustration of the special keyboard is shown here. You may also use the mouse.



IDENTIFICATION SCREEN

You will be directed to a semiprivate testing station to take the examination. When you are seated at the testing station, you will be prompted to confirm your name, identification number, and the examination for which you are registered.

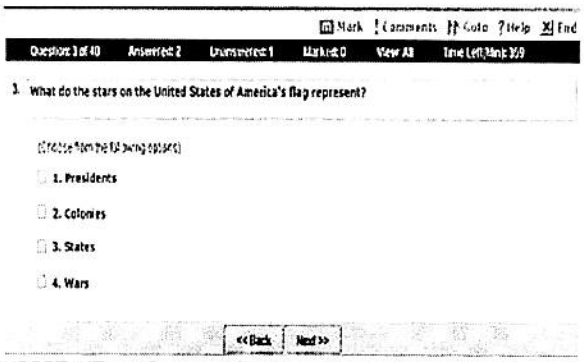
TUTORIAL

Before you start your examination, an introductory tutorial to the computer and keyboard is provided on the computer screen. The time you spend on this tutorial, up to 15 minutes, DOES NOT count as part of your examination time. Sample questions are included following the tutorial so that you may practice using the keys, answering questions, and reviewing your answers.

One question appears on the screen at a time. During the examination, minutes remaining will be displayed at the top of the screen and updated as you record your answers.

EXAMINATION QUESTION EXAMPLE

You will begin with an Examination Tutorial to practice answering questions and review the computer examination process. The "Function Bar" at the top of the screen provides mouse-click access to the features available on the current examination. These also are available by using the labeled keys on the keyboard.



IMPORTANT: After you have entered your responses, you will later be able to return to any question(s) and change your response, provided the examination time has not run out.
candidate comments

CANDIDATE COMMENTS

While taking the examination, examinees will have the opportunity to provide comments on any questions, by using the comments key on the keyboard. These comments will be analyzed by PSI examination development staff. PSI does not respond to individuals regarding these comments.

EXAMINATION REVIEW

Failing candidates will have the option of reviewing their examination in a secure environment and challenging any questions or answers that they feel should be eliminated, changed, or given credit.

The fee for reviewing your examination is $98. You may register for the examination review via IVR, Telephone, Internet, Mail or Fax. If you would like to register by Mail or Fax, please fill out the Registration form found on the last page of this bulletin. You may pay with Money Order, Cashier's Check, Company Check, VISA or MasterCard. Personal checks are not accepted.

During the review candidates will be presented with the questions the candidate incorrectly answered during the examination. The purpose of the review is to allow the candidate to self-research the question to determine why the answer they selected was incorrect. If the candidate feels that there is an error in the question, the candidate may comment about the question during the review.

You may not be permitted to take any notes out of the review sessions. The examination review fee is $98. The length of the examination review is one hour.

SCORE REPORTING

Your score will be given to you immediately following completion of the examination. The following summary describes the score reporting process:

- On screen - your score will appear immediately on the computer screen. This will happen automatically at the end of the time allowed for the examination;
  - If you pass, you will immediately receive a successful notification.
  - If you do not pass, you will receive a diagnostic report indicating your strengths and weaknesses by examination type with the score report.
- On paper - a score report will be printed at the examination site.

DUPLICATE SCORE REPORTS

You may request a duplicate score report after your examination by emailing scorereport@psionline.com or call 800-733-9267.

EXPERIMENTAL QUESTIONS

In addition to the number of examination items specified, a small number of 5 to 10 "pretest" questions may be administered during the examinations. **These questions will not be scored and the time taken to answer them will not count against examination time.** The administration of such non-scored experimental questions is an essential step in developing future licensing examinations.

TIPS FOR PREPARING FOR YOUR LICENSE EXAMINATION

The following suggestions will help you prepare for your examination.

- Only consider the actual information given in the question, do not read into the question by considering any possibilities or exceptions.
- Planned preparation increases your likelihood of passing.
- Start with a current copy of this Candidate Information Bulletin and use the examination content outline as the basis of your study.
- Read study materials that cover all the topics in the content outline.

- Take notes on what you study. Putting information in writing helps you commit it to memory and it is also an excellent business practice.
- Discuss new terms or concepts as frequently as you can with colleagues. This will test your understanding and reinforce ideas.
- Your studies will be most effective if you study frequently, for periods of about 45 to 60 minutes. Concentration tends to wander when you study for longer periods of time.

EXAMINATION CONTENT OUTLINES AND REFERENCE MATERIALS

MASTER PLUMBER

Scope - A "Master Plumber" is any person engaged in or proposing to engage in the business of contracting to do, or of superintending the installation, maintenance, or repair of plumbing, or both. The individual shall qualify to be a certified master plumber. If the business is a firm or corporation, at least one active employee of the firm or corporation shall be a duly registered and certified master plumber, actively, continuously connected with the conduct of the business. The master plumber shall have in his or her possession a current annual certificate issued by the board. The certificate shall be available for inspection on request.

# of Questions	Required to Pass	Time Allowed
100	70% (70 correct)	4 Hours

CONTENT OUTLINE

Subject Area	# of Items
Plumbing Fixtures and Terminology	10
Plumbing Fundamentals	8
Traps, Cleanouts, and Interceptors	11
Drainage Requirements	17
Vent Requirements	15
Water Distribution	10
Plan and Analysis	21
Laws and Rules	8

REFERENCE LIST

The reference material listed below was used to prepare the questions for this examination. The examination may also contain questions based on trade knowledge or general industry practices. **Except for Code books**, you can base your answers on later editions of references as they become available. For Code questions, the examinations will be based **only** on the edition of the Code book that is listed.

Candidates may use a silent, nonprinting, non-programmable calculator in the examination center.

This examination is OPEN BOOK.

The following reference materials are allowed in the examination center:

International Plumbing Code, 2009, International Code Council, 5203 Leesburg Pike, Suite 600, Falls Church, VA 22041, (800) 786-4452, http://shop.iccsafe.org/2009-international-plumbing-code.html

Mathematics for Plumbers and Pipefitters, 8th Edition, 2012, Delmar/Thomson Learning, (800) 347-7707, http://www.cengage.com/search/productOverview.do?Ntt=1713975955849637609100107786724122 81&N=14+4294922323+4294962446&Ntk=P_EPI

Alabama Code: Plumbers and Gas Fitters, Chapter 37, http://codes.lp.findlaw.com/alcode/34/37

Rules of the Alabama Plumbers and Gas Fitters Examining Board, 720-x, http://pgfb.state.al.us/rules.aspx

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JOURNEYMAN PLUMBER

Scope - A "Journeyman Plumber" is a person who engages in or works at the actual installation, repair, or replacement of plumbing systems, who has successfully fulfilled the examination requirements of the board, has been issued a journeyman plumber certificate by the board, and possesses a valid and current annual certificate issued by the board. The certificate shall be available for inspection on request.

# of Questions	Required to Pass	Time Allowed
70	70% (49 correct)	3 Hours

CONTENT OUTLINE

Subject Area	# of Items
Plumbing Fixtures and Terminology	5
Plumbing Fundamentals	6
Traps, Cleanouts, and Interceptors	10
Drainage Requirements	12
Vent Requirements	11
Water Distribution	6
Plan and Analysis	20

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Scope - A "Master Gas Fitter" is any person engaged in or proposing to engage in the business of contracting to do, or of superintending the installation, maintenance, or repair of gas systems or gas work, either or both. The individual shall qualify to be a certified master gas fitter. If the business be a firm or corporation, at least one active employee of the firm or corporation shall be a duly registered and certified master gas fitter, actively and continuously connected with the conduct of said business. The master gas fitter shall have in his or her possession a current annual certificate issued by the board. The certificate shall be available for inspection on request.

# of Questions	Required to Pass	Time Allowed
75	(70%) 53 correct	3 Hours

CONTENT OUTLINE

Subject Area	# of Items
Terminology and Fundamentals	5
Theory and Principles	5
Materials	5
Appliances	10
Pipe Sizing and Installation	12
Venting	8
Combustion Air	10
Special Requirements	4
Plan and Analysis	8
Laws and Rules	8

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# of Questions	Required to Pass	Time Allowed
50	70% (35 correct)	2 Hours

CONTENT OUTLINE

Subject Area	# of Items
Terminology and Fundamentals	3
Theory and Principles	3
Materials	4
Appliances	6
Pipe Sizing and Installation	10
Venting	6
Combustion Air	8
Special Requirements	2
Plan and Analysis	8

REFERENCE LIST

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ALABAMA PLUMBERS AND GAS FITTERS EXAMINING BOARD
EXAMINATION REVIEW REQUEST

Before you begin. . .

Read the Candidate Information Bulletin before filling out this registration form. You must provide all information requested and submit the appropriate fee. PLEASE TYPE OR PRINT LEGIBLY. Registration forms that are incomplete, illegible, or not accompanied by the proper fee will be returned unprocessed. Registration fees are not refundable or transferable.

1. **Name:** First Name ____ Last Name ____ M.I. ____

2. **Social Security:** ___ - __ - ____ *(FOR IDENTIFICATION PURPOSES ONLY)*

3. **Mailing Address:** Number, Street ____ Apt/Ste ____

   City ____ State ____ Zip Code ____ - ____

4. **Telephone:** Home ___ ___ - ____ Office ___ ___ - ____

5. **Email:** _____@_____

6. **Examination:** ☐ Examination Review Fee $98

7. **Total Fee Included for Examination Review ONLY: $98** (MasterCard, VISA, Money Order, Cashier's Check, and Company Check only. Personal checks are not accepted.)

Credit card (MasterCard or VISA) payment accepted for phone or fax review registrations only. (Check One): ☐ MC ☐ VISA

Card No:_____ Exp. Date:_____

Card Verification No:_____ *For your security, PSI requires you to enter the card identification number located on your credit card. The card identification number is located on the back of the card and consists of the last three digits on the signature strip.*

Cardholder Name (Print):_____ Signature:_____

8. ***I am faxing the Special Arrangement Request Form (on the next page) and required documentation.*** ☐ Yes ☐ No

9. **Affidavit:** *I certify that the information provided on this registration form (and/or telephonically to PSI) is correct. I understand that any falsification of information may result in denial of licensure. I have read and understand the examination information bulletin.*

Signature:_____ Date:_____

IF YOU ARE REGISTERING BY MAIL OR FAX, SIGN AND DATE THIS REGISTRATION FORM ON THE LINES PROVIDED.

Complete and forward this registration form with the applicable examination fee to:

PSI Services LLC * ATTN: Examination Registration AL PLUMB
3210 E Tropicana * Las Vegas * NV * 89121
Fax (702) 932-2666 * (800) 733-9267 * TTY (800) 735-2929
www.psiexams.com

SPECIAL ARRANGEMENT REQUEST FORM
ADA OR OUT-OF-STATE TESTING REQUEST

All examination centers are equipped to provide access in accordance with the Americans with Disabilities Act (ADA) of 1990. Applicants with disabilities or those who would otherwise have difficulty taking the examination may request special examination arrangements.

Candidates who wish to request special arrangements because of a disability should fax this form and supporting documentation to PSI at (702) 932-2666.

Requirements for special arrangement requests

You are required to submit documentation from the medical authority or learning institution that rendered a diagnosis. Verification must be submitted to PSI on the letterhead stationary of the authority or specialist and include the following:

- Description of the disability and limitations related to testing
- Recommended accommodation/modification
- Name, title and telephone number of the medical authority or specialist
- Original signature of the medical authority or specialist

Date_____

Legal Name: _____
Last Name First Name

SS#: _____

Address: _____
Street City, State, Zip Code

Telephone : (_____) _____ - _____ (_____) _____ - _____
Home Work

Email Address: _____

Check any special arrangements you require (requests must concur with documentation submitted):

- ☐ Reader (as accommodation for visual impairment or learning disability)
- ☐ Extended Time (Additional time requested:_____)
- ☐ Large-Print written examination
- ☐ Other_____
- ☐ Out-of-State Testing Request (this request does not require additional documentation)

  Site requested:_____

- Complete and fax this form, along with supporting documentation, to (702) 932-2666.
- After 4 business days, please call (702) 939-6750 and leave a voice message.
- PSI Special Accommodations will call you back to schedule the examination within 48 hours.

DO NOT SCHEDULE YOUR EXAMINATION UNTIL THIS DOCUMENTATION HAS BEEN RECEIVED AND PROCESSED BY PSI SPECIAL ACCOMMODATIONS.

PSI Services LLC
3210 E Tropicana
Las Vegas, NV 89121

STATE OF ALABAMA
PLUMBERS & GAS FITTERS
EXAMINING BOARD

11 WEST OXMOOR RD.
SUITE 104
BIRMINGHAM, AL 35209
PHONE (205) 945-4857
FAX (205) 945-9915
www.pglb.alabama.gov

David H. Wilcox
Executive Director

Declaration of U.S. Citizenship or Lawful Presence of an Alien

With certain exceptions, *Code of Alabama § 31-13-7* prohibits aliens unlawfully present in the United States from receiving state or local benefits. Every U.S. citizen applying for a state or local public benefit must sign a Declaration of Citizenship, and the lawful presence of an alien in the U.S. must be verified by the Federal Government pursuant to 8 U.S.C. §§ 1373(c), 1621, and 1625.

Code of Alabama § 31-13-7(i) The verification that an alien seeking state or local public benefits is an alien lawfully present in the United States shall be made through the Systematic Alien Verification for Entitlements (SAVE) program, operated by the United States Department of Homeland Security. If for any reason the verification of an alien's lawful presence through the SAVE program is delayed or inconclusive, the alien shall be eligible for state or local public benefits in the interim period if the alien signs an declaration that he or she is an alien lawfully present in the United States. The penalties under subsection (h) shall apply to any false, fictitious, or fraudulent statement or representation made in a declaration.

Section I – Applicant Information

Name (Print or type) _____
(Last) (First) (M.I.)

Social Security Number: XXX-XX-_____

Section II – U.S. Citizenship or National Status

Are you a citizen or national of the United States? (Check one) ☐ Yes ☐ No

If you checked **YES, skip Section III, complete Section IV, and provide one of the documents listed on the reverse side as evidence of United States citizenship.**

If you check **NO,** complete Section III.

Section III – ALIEN Status

If not a citizen or nation of the United States, are you lawfully present in the United States? ☐ Yes ☐ No

Section IV – Declaration

I declare under penalty of perjury under the laws of the State of Alabama that the answers I have provided are true and correct to the best of my knowledge.

_____ Print Name

___/___/___ Date

_____ Signature

PROOF OF CITIZENSHIP

Code of Alabama 1975, Section 31-1329(g)
From Act 2012-491

1. A driver's license or nondriver's identification card issued by the Alabama Department of Public Safety or the equivalent governmental agency of another state within the United States, provided that the governmental agency of another state within the United States requires proof of lawful presence in the United States as a condition of issuance of the driver's license or nondriver's identification card.

2. A birth certificate indicating birth in the United States or one of its territories.

3. Pertinent pages of a United States valid or expired passport identifying the person and the person's passport number, or the person's United States passport.

4. United States naturalization documents of the number of the certificate of naturalization.

5. Other documents or methods of proof of United States citizenship issued by the federal government pursuant to the Immigration and Nationality Act of 1952, as amended.

6. Bureau of Indian Affairs card number, tribal treaty card number, or tribal enrollment number.

7. A consular report of birth abroad of a citizen of the United States of America.

8. A certificate of citizenship issued by the United States Citizenship and Immigration Services.

9. A certification of report of birth issued by the United States Department of State.

10. An American Indian card, with KIC classification, issued by the United States Department of Homeland Security.

11. Final adoption decree showing the person's name and United States birthplace.

12. An official United States military record of service showing the applicant's place of birth in the United States.

13. An extract from a United States hospital record of birth created at the time of the person's birth indicating the place of birth in the United States.

14. AL-verity.

15. A valid Uniformed Services Privileges and Identification Card.

16. Any other form of identification that the Alabama Department of Revenue authorizes, through an administrative rule promulgated pursuant to the Alabama Administrative Procedure Act, to be used to demonstrate or confirm a person's United States citizenship or lawful presence in the United States, provided that the identification requires proof of lawful presence in the United States as a condition of issuance.

PROOF OF LAWFUL PRESENCE OF NON-CITIZEN

Code of Alabama 1975, Section 31-13-(10) [LawDesk]

1. A valid, unexpired Alabama driver's license.

2. A valid, unexpired Alabama nondriver's identification card.

3. A valid tribal enrollment card or other form of tribal identification bearing a photograph or other biometric identifier.

4. Any valid United States federal or state government issued identification document bearing a photograph or other biometric identifier, if issued by an entity that requires proof of lawful presence in the United States before issuance.

5. A foreign passport with an unexpired United States Visa and a corresponding stamp or notation by the United States Department of Homeland Security indicating the bearer's admission to the United States.

6. A foreign passport issued by a visa waiver country with the corresponding entry stamp and unexpired duration of stay annotation or an I-94W form by the United States Department of Homeland Security indicating the bearer's admission to the United States.