

**Competency & Credentialing Institute
Willingness-to-Serve Form**

Name: _____

Home Address: (include city, state, zip) _____

Work Address: (include city, state, zip) _____

Phone: _____ Alternate Phone: _____

Email: _____ Alternate Email: _____

Statement of Understanding

I _____ understand the requirements of the position I seek. I further understand the time commitment and confidentiality requirements to serve as a volunteer with CCI.

Applicant Name: _____ Date: _____

Applicant Signature: _____ Date: _____

After signing the Statement of Understanding below, return this form to the Executive Department, at executive@cc-institute.org.

NCCA Application for Accreditation

PUBLIC MEMBER DECLARATION

The **public member** preferably should be a consumer or potential consumer of the certificant's skills. Because the certification program may serve various public groups and/or interests, a rotating system may be established to ensure that these interests are fairly represented by the public or consumer member role over time.

I, _____, understand that for NCCA to acknowledge me as a public member on the governing body of _____, I must meet the NCCA definition of a public member. (name of certification program)

Check the statements below which are true and explain why an exception should be made when a statement cannot be checked as true. **Please note:** Keep a copy of this form for your records.

I attest that neither I nor my immediate family:

- are current or previous members of the profession, occupation, role, or specialty area encompassed by the certification programs of the certification organization.
- are supervisors, managers, direct co-workers, or an employee or subordinate of individuals in the profession encompassed by the certification programs of the certification organization.
- are employees of an individual certified by the certification organization or of an employer of individuals in the profession encompassed by the certification programs of the certification organization.
- are currently deriving income from the profession encompassed by the certification programs of the certification organization.
- have derived in any of the five years preceding my appointment as a public member on the governing body of our total income from the profession encompassed by the certification programs of the certification organization.

Exception explanations:

Occupation and discipline (If retired from the work force, state what was true just prior to retirement):

Indicate the public/consumer perspective you bring to the governing body:

Signature: _____

Date: _____

Print Full Name: _____