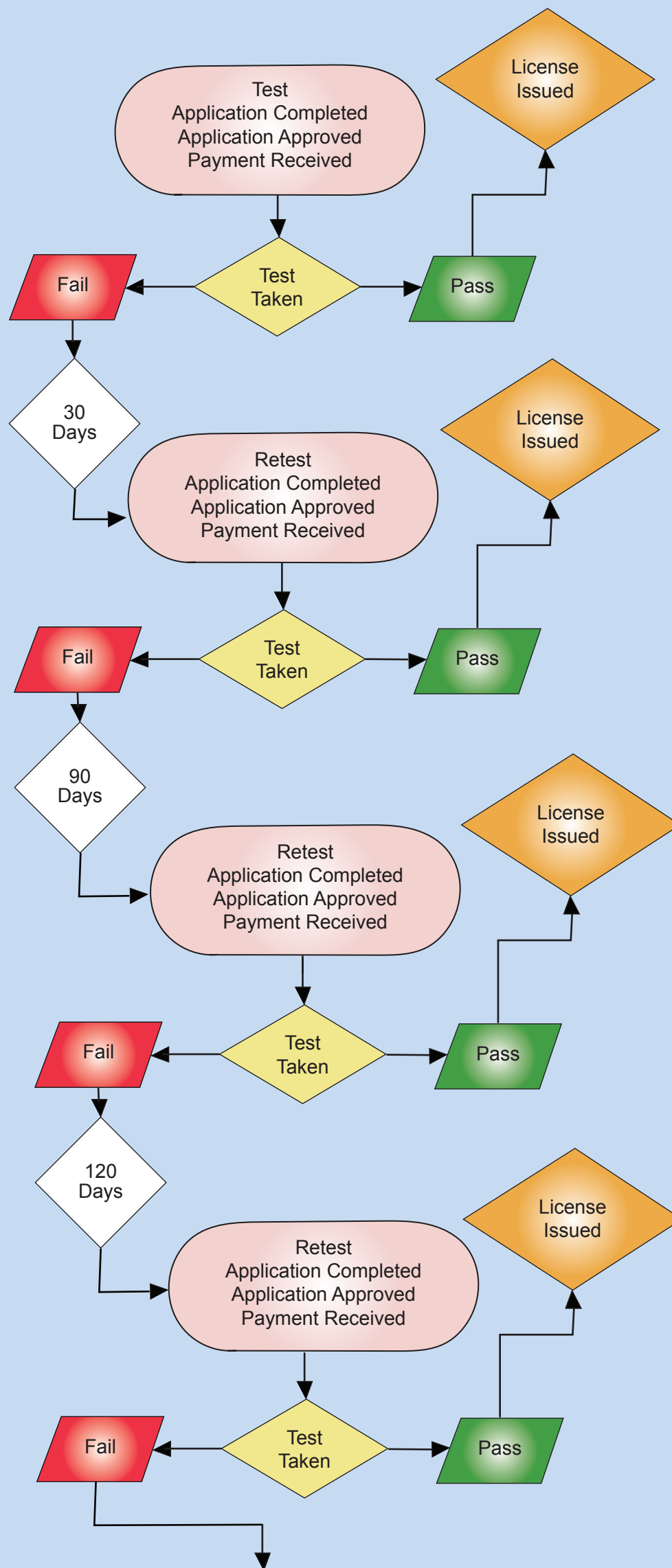


ASOPE® TESTING FLOW CHART FOR FAILURE



ASOPE® OPERATION GUIDELINE 020406-4
 Subject: ASOPE® Examination Retest Operation Guideline

The following is a guideline to be used when rescheduling a retest for failed examinations.

- Upon failure of an examination, the National Office will notify a person that a retest is available within the following time limits after the failed examination:
- 1) 1st retest 30 days after first failed examination for same grade and class.
 - 2) 2nd retest 90 days after second failed examination for same grade and class.
 - 3) 3rd retest 120 days after third failed examination for same grade and class.
 - 4) 4th retest should recommend to person that possibly needs to change class and/or grade or both.

The time limits are guidelines to be followed. The time may deviate by 7 days dependent on examination schedules. Additionally, if a person needs to have the examination for his/her employment and the employer only gives the person 90 days to get the license, the second retest may be given at 60 days rather than 90 days.

All fees for retests of an examination will be charged at the same rate as the initial examination.

Guideline Approved by: ASOPE® Executive Board of Directors