

**PERSONAL TRAINING ACADEMY GLOBAL  
CERTIFICATION BOARD**

**PROCTOR APPLICATION FORM  
DISTANCE LEARNING EXAM**

To be completed by the Proctor at least ninety (90) days prior to requested exam date.  
Please submit this form in its entirety to the PTA Global Certification Board, along with copy of valid photo ID, current resume, and a detailed explanation of qualifications.

Proctor Name (as shown on valid photo ID):  
Proctor Email:  
Candidate Name as shown on valid photo ID):  
Candidate Email:  
Testing Site Name:  
Testing Site Address:

Please read the requirements below and initial:

I agree to proctor the PTA Global Certified Personal Trainer Exam for the candidate named above.

I agree to follow the policies and procedures found in the *PTA Global Exam Candidate Handbook* and *PTA Global Policies and Procedures Manual*.

I agree to accept the exam booklet and blank answer form from PTA Global via mail. To ensure exam security, all exams will remain confidential throughout the entire exam process, and all exam items will be returned to PTA Global upon exam completion.

I agree that I am not related to, employed by, employed with, employer of, or hold any vested interest in any candidate(s).

I understand if found in violation of this agreement, certification(s) are considered null and void and I will not be able to proctor future exams.

I have read and completed this form in its entirety. I will submit this form and a copy of my valid photo ID, current resume, and qualifications via mail, fax, and email to the PTAG CB.

Signature:

Date:

To submit this form mail, fax, or email documents to:  
PTA Global CB  
1774 Platte Street  
Denver, CO 80202  
Fax: 720.633.8712  
Email: [certificationboard@ptaglobal.com](mailto:certificationboard@ptaglobal.com)