



## AMERICAN METEOROLOGICAL SOCIETY

### New Applicants

Applicants for the CBM must have a BS degree or higher in meteorology, atmospheric sciences or the equivalent. Please see the guidelines for a Bachelor's degree in meteorology at <https://www.ametsoc.org/ams/index.cfm/education-careers/ams-professional-certification-programs/certified-broadcast-meteorologist-program-cbm/eligibility-applications/>. Applicants must pass a 100 question written examination (the passing score is 75) before they will be eligible to submit weathercasts to the Board of Broadcast Meteorology for review. The AMS has hired a testing company to administer the examinations at their test centers. They have 700 test centers throughout North America. You will receive information on how to register for the exam once you apply. The fee for AMS members is \$300 and the fee for non-members is \$600. You may pay the member rate if you submit a membership application found at <https://www.ametsoc.org/ams/index.cfm/membership/join-ams/new-member-apps/2017-apps/2017-individual-member-application/> at the same time. This fee does not include a separate examination charge of \$60 that will be paid when scheduling your exam. There is no limit to the number of times you may take the exam. If you would like to retake the test, please contact AMS Headquarters before you re-register at PSI. The \$60 examination fee must be paid each time you take the test. The AMS accepts checks/money orders, Visa, Mastercard, and American Express for payment of the \$300/\$600 fee. If you are using a credit card, please indicate the credit card information on a separate cover sheet.

There is no sample CBM test available. However, a study guide may be found at the following URL address: <https://www.ametsoc.org/ams/index.cfm/education-careers/ams-professional-certification-programs/certified-broadcast-meteorologist-program-cbm/application-process/cbm-study-guide/>.

You may download the CBM application [here](#) and mail or fax it to the AMS with the appropriate fee.

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Once you have been approved, you are responsible for scheduling an appointment to take the examination.

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### TELEPHONE REGISTRATION

To schedule an examination by phone, please call 800-733-9267. The times of operation for live operators are as follows:

Time Zone	Monday - Friday	Saturday - Sunday
Eastern Time	7:30am - 10:00pm	9:00am - 5:30pm
Central Time	6:30am - 9:00pm	8:00am - 4:30pm
Mountain Time	5:30am - 8:00pm	7:00am - 3:30pm
Pacific Time	4:30am - 7:00pm	6:00am - 2:30pm

### CANCELING AN EXAMINATION APPOINTMENT

You may cancel and reschedule an examination appointment without forfeiting your fee if your *cancellation notice is received 24 hours before the scheduled examination date*.

**Note:** A voice mail message is not an acceptable form of cancellation. Please use the telephone system and speak to a Customer Service Representative.

### MISSED APPOINTMENT OR LATE CANCELLATION

Your registration will be invalid, you will not be able to take the examination as scheduled, and you will forfeit your examination fee, if you:

- Do not cancel your appointment 24 hours before the schedule examination date;
- Do not appear for your examination appointment;
- Arrive after examination start time;
- Do not present proper identification.

### SECURITY PROCEDURES

The following security procedures will apply during the examination:

- While at an examination site, you are considered to be a professional and shall be treated as such. In turn, you must conduct yourself in a professional manner at all times. While at the site, you shall not use words or take actions that are vulgar, obscene, libelous, or that would denigrate the staff or other candidates.

- NO conversing or any other form of communication among candidates is permitted once you enter the examination area.
- Cell phones, pagers, and children are not allowed in the examination center. **NO personal items are to enter the testing center.** Candidates are encouraged to leave all personal belongings except their keys in their car.
- No smoking, eating, or drinking will be allowed at the examination site.
- Copying or communicating examination content is a violation of security policy. Either one may result in the disqualification of examination results and may lead to legal action.

### TESTING SITES

There are nationwide examination centers. You will be provided with the locations upon scheduling for your examination.



## MAIL OR FAX PAYMENT FORM

(Please print all information clearly)

If all information is not completed and legible, your check and form will be returned to you.

\*Indicates **REQUIRED** information

\*Legal Last Name \_\_\_\_\_ \*Legal First Name \_\_\_\_\_

\*Home Address \_\_\_\_\_

\*City \_\_\_\_\_ \*State \_\_\_\_\_ \*Zip \_\_\_\_\_

\*Daytime Phone # (\_\_\_\_\_) \_\_\_\_\_ - \_\_\_\_\_

Email Address (For registration confirmation) \_\_\_\_\_ @ \_\_\_\_\_

\*Examination Title \_\_\_\_\_

\*Total Fee \$ \_\_\_\_\_. You may pay by credit card, money order, personal check, company check, or cashier's check. Make your check or money order payable to PSI. (If you are faxing this form you must pay by credit card.)

If paying by credit card, check one:  VISA  MasterCard  American Express  Discover

Card Number: \_\_\_\_\_ Exp. Date: \_\_\_\_\_

Card Verification No: \_\_\_\_\_

*The card verification number may be located on the back of the card (the last three digits on the signature strip) or on the front of the card (the four digits to the right and above the card account number).*

Billing Street Address: \_\_\_\_\_ Billing Zip Code: \_\_\_\_\_

Cardholder Name (Print): \_\_\_\_\_ Signature: \_\_\_\_\_

When you have finished this form in its entirety, please mail the form, along with the appropriate fees, to:

**PSI \* ATTN: Examination Registration - AMS**  
**3210 E Tropicana \* Las Vegas, NV \* 89121**  
**Fax (702) 932-2666 \* (800) 733-9267 \* TTY (800) 735-2929**  
[www.psiexams.com](http://www.psiexams.com)

A Customer Service Representative will contact you when your payment has been received and processed.  
Please allow a minimum of 10 days for processing.

**FAXED FORMS MUST INCLUDE CREDIT CARD INFORMATION FOR EXAMINATION PAYMENT**