



# ACTION FORM FOR INSPECTION MECHANIC CERTIFICATION/RENEWAL

NEW LICENSE

PREDETERMINATION HEARING (\$45)

LICENSE RENEWAL

CHANGE (Employer, Name, Etc.)

**PLEASE TYPE OR PRINT LEGIBLY. ILLEGIBLE FORMS WILL NOT BE PROCESSED.**

## INSPECTION MECHANIC'S INFORMATION *(Name must be as it appears on Driver License.)*

DRIVER LICENSE NUMBER \_\_\_\_\_

LICENSE STATE \_\_\_\_\_

DATE OF BIRTH \_\_\_\_\_

LAST NAME \_\_\_\_\_

FIRST NAME \_\_\_\_\_

MIDDLE NAME \_\_\_\_\_

NCID – USER ID (Web Station Users Only) \_\_\_\_\_

It is the responsibility of the inspector mechanic to create an NCID at [www.ncid.nc.gov](http://www.ncid.nc.gov).

N.C.G.S § 93B-2 requires the Division to track and report to the Secretary of State, the Attorney General, Military & Veteran's Affairs, and the Joint Legislative Administrative Procedure Oversight Committee, an annual report containing the following information:

Are you active-duty military, a military veteran, or a military spouse? If yes, complete the below information. If this section is not applicable, do not fill out the below information.

Active-Duty Military \_\_\_\_\_

Military Veteran \_\_\_\_\_

Military Spouse \_\_\_\_\_

Your signature below authorizes any information related to the mechanic's attendance, grades, or other records to be released and provided to the N.C. Division of Motor Vehicles.

INSPECTION MECHANIC'S SIGNATURE \_\_\_\_\_

DATE \_\_\_\_\_

## EMPLOYER INFORMATION

STATION NUMBER \_\_\_\_\_

PHONE NUMBER \_\_\_\_\_

COUNTY \_\_\_\_\_

STATION NAME / STATION ADDRESS \_\_\_\_\_

PRINT / SIGN *(Owner Partner or Officer)* \_\_\_\_\_

DATE \_\_\_\_\_

By signing above, the station representative is attesting to the fact that the inspector mechanic meets all statutory requirements including, but not limited to, those detailed on page 2.

## DO NOT WRITE IN THIS SECTION – FOR OFFICIAL USE ONLY

SI INITIAL/ RECERTIFICATION \_\_\_\_\_

DATE ATTENDED COLLEGE \_\_\_\_\_

Test Version \_\_\_\_\_

Pass  Fail

COMMUNITY COLLEGE INSTRUCTOR (Print and Sign) – NAME OF COLLEGE \_\_\_\_\_

INST. NUMBER \_\_\_\_\_

OBD II INITIAL/ RECERTIFICATION \_\_\_\_\_

DATE ATTENDED COLLEGE \_\_\_\_\_

Test Version \_\_\_\_\_

Pass  Fail

COMMUNITY COLLEGE INSTRUCTOR (Print and Sign) – NAME OF COLLEGE \_\_\_\_\_

INST. NUMBER \_\_\_\_\_

**College Instructors:** By signing above, in the area of course certification, you attest to the fact that the technician appeared before you during instruction, completed the course requirements and scored at a minimum 80 on the written test.

INSPECTION MECHANIC LAST NAME

INSPECTION MECHANIC FIRST NAME

MIDDLE NAME

The station representative's signature on page 1 certifies the mechanic named in this application meets all of the necessary qualifications to include being of good character and having a reputation for honesty, has adequate knowledge of the equipment requirements of the Motor Vehicle Laws of North Carolina, ***has general knowledge of motor vehicles sufficient to recognize a mechanical condition which is not safe***, and will be able to satisfactorily conduct the mechanical and/or emissions inspection as required by the Safety and Emissions Program.

Furthermore, I understand N.C.G.S § 20-183.7A(c) and § 20-183.8B(c) state that it is the responsibility of the owner of an inspection station to supervise the inspection mechanics employed by the station. A violation by an inspection mechanic is considered a violation by the station or self-inspector for whom the mechanic is employed. Confirmed violations by an inspection mechanic may result in monetary penalties and suspension of the station and inspection mechanic's license.

The Division may deny the application where the specific owner or applicant lack either good character or a reputation for honesty. In reviewing an application, the Division may deny an application pursuant to a prior conviction only upon compliance with the requirements of Article 3A of Chapter 20 and N.C.G.S. § 93B-8. Upon review of the application where an owner or inspection mechanic has a criminal conviction, the Division shall consider:

- (1) The level and seriousness of the crime.
- (2) The date of the crime.
- (3) The age of the person at the time of the crime.
- (4) The circumstances surrounding the commission of the crime, if known.
- (5) The nexus between the criminal conduct and the prospective duties of the applicant as a licensee.
- (6) The prison, jail, probation, parole, rehabilitation, and employment records of the applicant since the date the crime was committed.
- (6a) The completion of, or active participation in, rehabilitative drug or alcohol treatment.
- (6b) A Certificate of Relief granted pursuant to N.C.G.S. § 15A-173.2.
- (7) The subsequent commission of a crime by the applicant.
- (8) Any affidavits or other written documents, including character references.

The specific owner or inspection mechanic may attach any information relevant for the Division to consider in reviewing the application for the station or inspection mechanic. Such information can include, but not be limited to, the considerations listed above in (1) through (8) that the Division shall consider.

In reviewing an application, the Division may deny the application where the specific owner or applicant lack either good character or a reputation for honesty. As with a prior conviction, the specific owner or inspection mechanic may attach any information relevant for the Division to consider in reviewing the application.

If the Division denies an application for an owner or inspection mechanic based on a conviction, the applicant may appeal the denial under the procedures set forth under Article 4 of Chapter 150B. If the Division denies an application on other grounds listed under Article 3A of Chapter 20, the applicant may appeal the denial under the procedures set forth under N.C.G.S. § 20-183.8G.