



EXPANSIONS DOCUMENTATION CHECK LIST
Form 12.6.5

Please complete this form and return it with the required documentation to the IBOC Office.

Please type or print.

My name: _____

My address: _____

Telephone: Home _____ Work _____

Email: _____

I am a (*please check*): ___ PTSTA ___ TSTA

I enclose the following documents:

Prior to CTA oral exam:

- An intention to apply for an expansion giving reasons for the request
- 3000 word document as per requirements listed in 6.9.3, step 2

After successful CTA oral exam:

- 6000 word document as per requirements listed in 6.9.3, step 3
- A letter of support from a TSTA in the expanded field
- A copy of my certification as a TSTA or of my TSTA contract(s)
- A copy of my CTA certification in the additional field
- Proof of payment of the expansion registration fee