

**COLLABORATION WITH SKILL N DEPTH** 

# Now Live – ADCI's Online Diver Certificate Verification Tool

This tool eliminates fraud, provides faster access, and improves trust and compliance.



# Validate certificate

Visit the ADCI website and navigate to Certifications > Validate Certificate.

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	About ADCI	Membership	Resources	Certifications	Store	Careers					
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# Validate certificate

You can verify a certificate in two ways:
By certificate number or by uploading a
clear photo of the certificate.



Check certificates



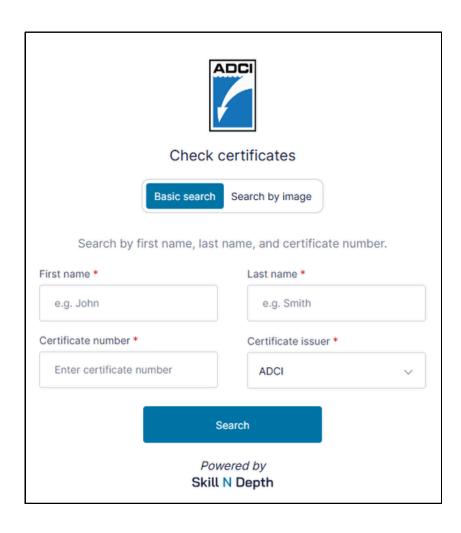
Search by first name, last name, and certificate number.

First name *	Last name *	
e.g. John	e.g. Smith	
Certificate number *	Certificate issuer *	
Enter certificate number	ADCI	~
	Search	
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# Validate certificate

O3 Verify a certificate By Certificate Number



## Sample ADCI diver certification card



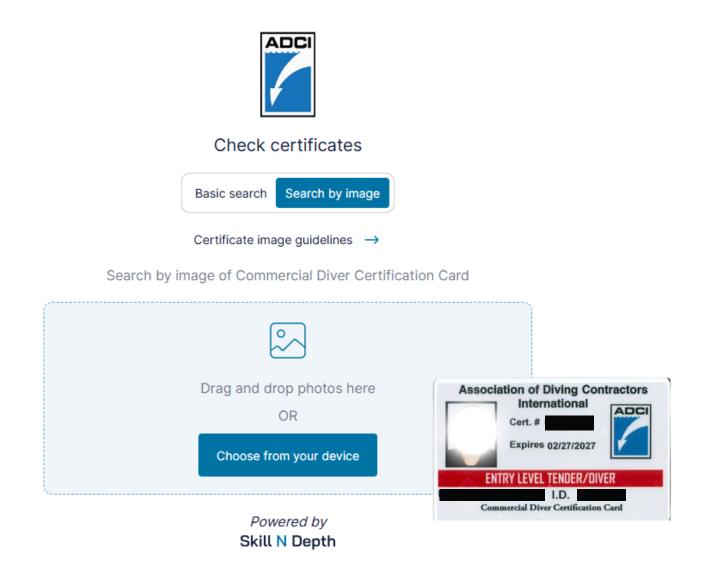
## Sample ADCI supervisor certification card





# Validate certificate

O4 By Uploading a Clear Photo of the Certificate

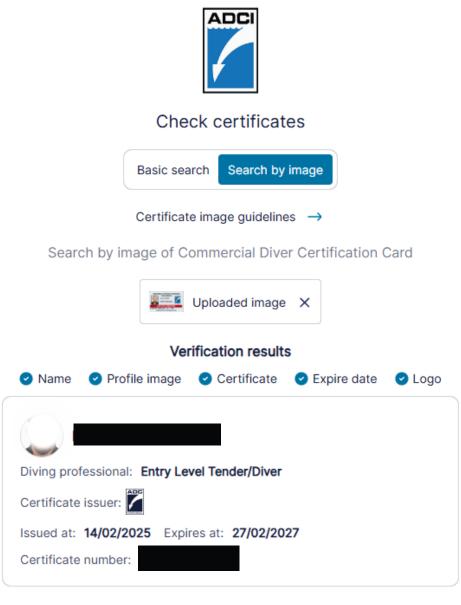


Or, drag and drop the image over the highlighted area



# Validate certificate

**05** Receive results.

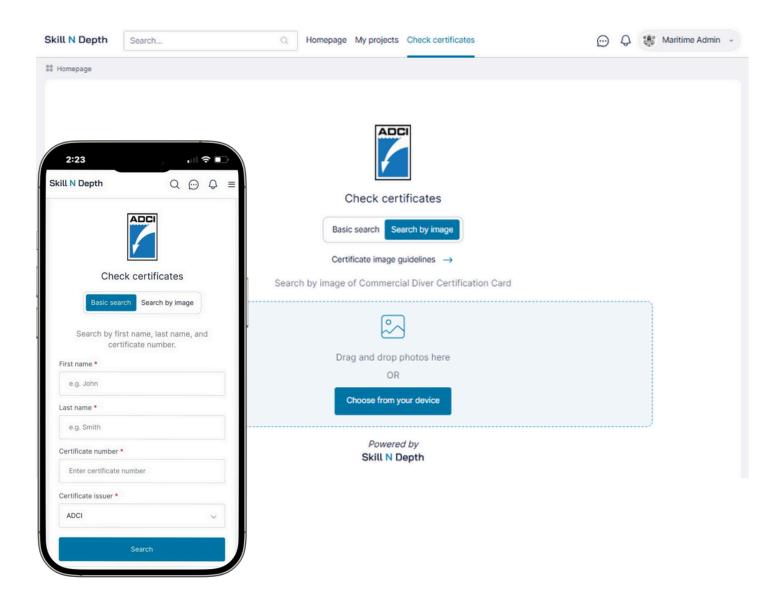


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# INTEGRATED ACCESS For ADCI Members

ADCI members participating in Skill N Depth pilot program now can access the certificate validation tool directly from within the platform-no need to switch systems or re-enter data.





# NEED HELP?

# Certificate Support



#### **Skill N Depth Technical Support**

If you experience any issues using the certificate validation tool - such as trouble accessing the tool, uploading errors, or unexpected search results -please contact:

#### support@skillndepth.com

SND team will assist you promptly and escalate the matter if needed.



#### **ADCI Certification Oversight**

If your concern relates to certification record accuracy or remains unresolved after contacting Skill N Depth, please reach out to:

#### Nancy Vu at ADCI - nancy@adc-int.org

For any clarification on ADCI certification records or unresolved validation cases concerns, Nancy Vu will be available to assist.



# **QUICK HELP**

# Certificate Validation – FAQ & Support Guide

#### Q1: Why can't I find my certificate in the system?

A: The certificate database is currently updated weekly. If your certificate does not appear during a search, it may simply be scheduled for inclusion in the next update.

#### **Resolution:**

Please try again after the next weekly update. If the issue continues, email **support@skillndepth.com** with your full name, certificate number, and a photo of your certificate for manual review.

# Q2: My certificate says "Not Validated," but I hold a valid ADCI certification. What should I do?

A: In some cases, valid certificates may be marked as "Not Validated" due to syncing discrepancies-particularly for legacy certifications.

#### **Resolution:**

Don't worry. Contact support@skillndepth.com with the certificate details. Our support team will investigate and correct the issue promptly.

You may also contact Nancy Vu at ADCI directly for assistance related to certification records and official verification.

Phone: +1 (281) 893-8388 Email: nancy@adc-int.org



# **QUICK HELP**

# Certificate Validation – FAQ & Support Guide

#### Q3: How long will validation issues last?

A: While most certificates are syncing correctly, some users may experience intermittent validation issues for the next 30 days as we complete the transition of legacy records and address all edge cases.

#### **Resolution:**

Check back after a weekly update. If your certificate is still missing or flagged incorrectly, contact support for a manual lookup and resolution.

#### Q4: When will real-time validation be available?

A: We are actively working on system automation and real-time synchronization. This upgrade will eliminate the weekly delay and ensure immediate validation for new and updated records.

#### **Resolution:**

Until then, weekly updates remain in place. We will notify all members when the real-time system goes live.



# **QUICK HELP**

# Certificate Validation – FAQ & Support Guide

#### Q5: Who can I contact for urgent certification support?

Technical issues or feedback: support@skillndepth.com

Our team can assist with system errors, missing entries, and validation discrepancies.

Certification status or official confirmation:

Nancy Vu, ADCI +1 (281) 893-8388 nancy@adc-int.org

For cases involving certificate eligibility, issuance errors, or ADCI records, Nancy is available to help.

#### Reminder:

The verification tool is part of ADCI's mission to ensure safety, professionalism, and data integrity across the commercial diving industry. Your feedback helps us improve.

We appreciate your patience and support during this transition. Together, we're building a stronger and more accountable industry.





We thank you for your continued support in our efforts to contribute to the safety and prosperity of the diving industry.



#### Contact

ASSOCIATION OF DIVING
CONTRACTORS INTERNATIONAL

5206 Cypress Creek Parkway Ste. 202

Houston, TX 77069

Phone: +1 (281) 893-8388 Toll Free: (888) 718-4531

https://www.adc-int.org/