Certification and Training Program
for
Archeological Technicians

A Program of the
Archeological Society of Maryland, Inc.

With Support from the
Maryland Historical Trust,
Department of Planning

Council for Maryland Archaeology, Inc.

Candidate’s name & date of registration

Revised Dec 3, 2014


(The current version of this document will be available on the ASM, Inc. Web Site)
CERTIFICATION AND TRAINING PROGRAM
FOR ARCHEOLOGICAL TECHNICIANS

Introduction

PURPOSE: This Certification and Training Program for Archeological Technicians (CAT program) has been developed to give members of the Archeological Society of Maryland (ASM) an opportunity to obtain recognition for formal and extended training in the techniques and goals of archeology without having to participate in a formal academic degree program. Participants are provided technical training in both the field and laboratory in conjunction with rotational lecture/workshop series and required reading materials. The ASM acknowledges significant contributions from similar programs sponsored by The Archeological Society of Virginia, The Council of Virginia Archeologists, The Virginia Department of Historic Resources, and the Oklahoma Anthropological Society.

SPONSORING ORGANIZATIONS: The Archeological Society of Maryland, Inc., The Maryland Historical Trust (Department of Planning), and The Council for Maryland Archeology, Inc. Individual field schools and training opportunities may be co-sponsored by individuals, historic sites, museums, and other institutions throughout Maryland.

GENERAL PARTICIPANT REQUIREMENTS: There are no academic or degree requirements for participation in this program. Candidates will avail themselves of lectures, workshops, and field and laboratory opportunities throughout Maryland, under the supervision of one or more mentors of their choosing. Candidates may avail themselves of mentors and opportunities outside of Maryland, but shall formally request prior permission to do so from the Certification Committee (see below) or its designee. ASM will not offer formal courses regionally or statewide that candidates are required to attend; however, participation in college and university courses is strongly encouraged. The Certification Committee will assist in the identification and publicizing of suitable opportunities.

Each certification candidate must be a current member of the Archeological Society of Maryland, Inc. A completed registration form and registration fee of $50.00 must be received by the Secretary of the Society prior to admission to the program. The fee includes the following:

- Admission to program lectures and workshops
- Basic materials and handouts
- Certificate upon completion of the program

Additional fees may be required for specific courses and purchases of supplementary supplies and materials.

Each participant must abide by the attached STATEMENT OF ETHICS.
SPECIFIC REQUIREMENTS: The CAT Program covers three areas of study:

1. Laboratory Techniques,
2. Field Survey, and
3. Excavation.

Requirements for each area of study are described in this Guide. For each area of study there are required readings, required workshops and required practical experience. For each area, there are also optional readings and/or workshops.

Upon petition to the CAT Committee, credit for readings, workshops and practical experience may be given for experience prior to joining the Program.

Each CAT Candidate must also: (i) maintain an Archeological Log Book containing detailed activity logs on all training completed (see the Forms section in this Guide); and (ii) maintain a personal journal. It is the participant’s responsibility to obtain written verification by a supervisor for all hours logged in the program.

QUALIFICATION AND CERTIFICATION: A candidate may be designated as Qualified in one or two of the study areas, or maybe designated as Certified Archeological Technician.

To become Qualified in a particular area of study, the candidate must complete the required readings, workshops, practical experience and all optional requirements (e.g., optional readings and optional workshops).

To become a Certified Archeological Technician, the candidate must complete the required readings, workshops and practical experience for all three areas of study.

Once a candidate has completed the requirements for either qualification or certification, a Review Meeting will be held by the CAT Committee with the candidate. At the Review Meeting, the candidate will present the Archeological Log Book and personal journal for inspection. Only after the Review Meeting may the candidate be designated as Qualified or Certified Archeological Technician.

GETTING STARTED: Persons interested in becoming a CAT Candidate should first complete the Registration Form in this Guide and send it (and a check for $50) to the ASM Secretary at the address shown on the Registration Form.

After completing the registration process, CAT candidates should then:

- Set up an Archeological Log Book. Place in the Log Book (this is usually a 3-ring binder) this Guide and all the accompanying forms. In order to track your progress, be sure to make extra copies of the Activity Records and the Verification of Attendance: Field Session;
- Establish a personal journal. This is usually a bound laboratory notebook or similar;
• Obtain the Required Readings. Many of the readings are available on the internet; others can be obtained from your mentor, through your chapter, or through ASM. Most CAT Candidates keep a few written notes for each reading and place these in the Log Book.
• Choose a mentor. Mentors are listed on the ASM website. If you do not know any of the mentors, talk to other CAT Candidates or the CAT Committee Chair for suggestions. Candidates do not need a mentor right away, but should have one by the end of their first year in the Program. The Committee can also assign a mentor for you. Be sure to let the CAT Committee Chair know who your mentor is.
• Attend the Annual Field Session and Workshops. Check the ASM website for the dates of the annual field session and for the next CAT workshops and plan to attend as many as you can.
• Contact the CAT Committee Chair and/or your Mentor with any questions. The current CAT Committee Chair is: Alexander McPhail, 4524 17th Street, NW, Washington, DC 20011. Phone: 202 413-7584. E-mail: amcphail@worldbank.org

Program Management and Administration

CERTIFICATION COMMITTEE: The Certification Committee (Committee) will consist of five ASM members in good standing nominated by the President and ratified by the Board of the Archeological Society of Maryland (Board), and one representative for the Maryland Historical Trust and one for the Council for Maryland Archeology, nominated by those organizations and approved by the ASM President. At least four of the members must meet the standards for professional archaeologists as defined below. Committee members shall serve three–year terms and shall be eligible to serve additional terms without limitation. The ASM President shall serve as an alternate Committee Member in the absence of a quorum. The ASM Board shall appoint Society members to the Committee to complete unexpired terms. The Committee has the following responsibilities:

• Oversight of program including any recommended changes or additions to the program;
• Promotion and administration of lectures and workshops;
• Development of criteria for recognition of prior experience; and
• Review of candidate records and approval of certification applications.

No Committee member shall be paid through the program for their participation in the Committee, although provisions may be made to reimburse expenses incurred in the course of Committee business. Members of the Committee need not be Certified Archeological Technicians.

CERTIFICATION COMMITTEE COORDINATOR: The Certification Committee Chair shall be an ASM member in good standing, nominated by the President and ratified by the Board. The Chair shall serve for a two year term and the incumbent shall be eligible to serve additional terms without limitation. The responsibilities of the Chair shall include:
• Promoting regional lectures and workshops, including distribution of schedules of field and laboratory opportunities available to participants; and

• Delegating tasks within the Committee membership including answering inquiries, distributing program information, reporting to the President, and maintaining student records.

**PROFESSIONAL ARCHEOLOGIST:** A professional archeologist meets criteria established by the Secretary of the Department of the Interior (an advanced degree in anthropology, archaeology, American Studies, history, or related field, and relevant supervisory experience) or equivalency, as recognized by the ASM Board of Trustees.

**MENTORS:** The CAT Committee will select CAT Mentors. CAT Mentors shall be a professional archeologist or an Archeological Society of Maryland Certified Archeological Technician. Mentors have the responsibility to train, supervise, and mentor candidates. Mentors shall also attest to a candidate’s completion of the CAT Program requirements.
REQUIRED READINGS, WORKSHOPS AND PRACTICAL EXPERIENCE
I. ETHICS-ALL CANDIDATES

REQUIRED READINGS AND WORKSHOPS

Objectives: Candidates will develop an understanding of the complexities of the moral, legal, and research considerations that underlie current professional practice, including the often competing demands of descendant communities, neighborhoods, artifact collectors, colleagues, and public institutions. Reading guidelines adopted by professional and avocational societies will prepare candidates for an introduction to archaeological ethics, followed by participation in lively discussions of hypothetical situations in which the needs of competing interests can be weighed, but seldom resolved.

Required Readings:

1. Register of Professional Archaeologists (http://www.rpanet.org)
   a. Code of Conduct
   b. Standards of Performance

2. Ethical Principles of the Society for Historical Archaeology (http://www.sha.org/About/ethics.cfm)

3. Guidelines published by at least one metal detecting organization; e.g., http://www.metaldetectingworld.com/code_of_ethics.shtml

Law

4. Bell, Charlotte R.
   Note #1: Available through Marina, Maryland statewide interlibrary loan system.
5. Didion, Joan
Note: Reprinted edition and other editions (e.g., 3rd ed. (1992), 6th ed. (2006) and 8th ed. (2008)) are available through Marina, Maryland statewide interlibrary loan system.

6. Johnson, Samuel
Note: Reprinted edition and other editions (e.g., 3rd ed. (1992), 6th ed. (2006) and 8th ed. (2008)) are available through Marina, Maryland statewide interlibrary loan system.

Archaeological Ethics

7. Hollowell, Julie
Note: Available from University of Maryland at College Park (UMCP) McKeldin Library.

8. Groarke, Leo, and Gary Warrick
Note: Available from UMCP McKeldin Library.

Required Workshop:

Archeological Ethics and Preservation Laws. This workshop is offered during the annual field session and one other time during the year.
II. PREHISTORY OF MARYLAND-ALL CANDIDATES

REQUIRED READINGS AND WORKSHOPS

Objectives: Candidates are expected to have an understanding of (1) the classification of prehistoric materials and cultures as practiced in the Eastern United States, (2) the chronological framework and cultural classification of prehistoric cultures in Maryland, as currently applied, (3) the changes in environment, technology, settlement and subsistence that accompany that chronological/cultural classification. CAT candidates will achieve this understanding primarily through readings:

Required Readings:

Classification of Prehistoric Cultures

1. Willey, Gordon R. and Philip Phillips
   Note: Available through Marina, Maryland statewide interlibrary loan system.

Environment of the Middle Atlantic Pleistocene and Holocene

2. Dent, Richard J., Jr.
   Chapter 3. Natural History of the Chesapeake Region: Past and Present.
   Note: Available through Marina, Maryland statewide interlibrary loan system.

Chronological sequence in Eastern United States/Maryland

3. Griffin, James B.

4. Dragoo, Don W.
   Note: Available from Jefferson Patterson Park & Museum (JPPM) Research Library.
   Articles on Eastern woodlands prehistory:
   Funk, Robert E. Post-Pleistocene Adaptations, pp. 16-27.
   Tuck, James A. Regional Cultural Development, 3000 to 300 BC, pp. 28-43.
   Fitting, James E. Regional Cultural Development, 300 BC to AD 1000, pp. 44-57.
   Snow, Dean. Late Prehistory of the East Coast, pp. 58-69.
   Griffin, James B. Late Prehistory of the Ohio Valley, pp. 547-559.
   *Note: Available through Marina, Maryland statewide interlibrary loan system.*

Technology, Settlement and Subsistence in Maryland Prehistory

   Chapter 4: The Paleoindian Period: Deep Time and the Beginning of Prehistory.
   Chapter 5: The Archaic: Adjustment and Experiment.
   *Note: Available through Marina, Maryland statewide interlibrary loan system.*

7. Gardner, W.M.
   *Note: Available from JPPM Research Library.*

**Required Workshop:**

Prehistoric Overview. A two-part workshop, the first part covering the development of prehistoric archeology in Maryland, and the second part presenting a survey of Maryland prehistory.
III. HISTORICAL ARCHEOLOGY—ALL CANDIDATES

REQUIRED READINGS AND WORKSHOPS

Objectives: Candidates will gain a basic understanding of the history, methods, and theories of Historical Archaeology, with an emphasis on the Chesapeake region. Required readings coupled with the Historical Overview Workshop will educate the candidate on the general practice of Historical Archaeology in North America and the foundation of Historical Archaeology in Maryland.

Required Readings:

History of the Field

1. Orser, Charles E.
   Chapter 2: A Brief History of Historical Archaeology.
   Note: The 2004 edition is available from UMCP McKeldin Library. Also, an earlier edition (1995) is available from UMCP McKeldin Library and JPPM Research Library.

Method

2. Deetz, James
   Note: The 1977 edition and later edition (1996) are available through Marina, Maryland statewide interlibrary loan system.

3. Gibb, James G. (Editor)
   1999 A Layperson’s Guide to Historical Archaeology in Maryland: Examples from The Lost Towns of Anne Arundel Project. Archeological Society of Maryland, Crownsville, Maryland.
   Note: Available through Marina, Maryland statewide interlibrary loan system.

Theory and Topics

4. Little, Barbara J.
   2007 Historical Archaeology: Why the Past Matters. Left Coast Press, Inc.
   Note #1: A list of further readings for each chapter/topic is provided in the back of the book.
   Note #2: Available through Marina, Maryland statewide interlibrary loan system.

Required Workshop:

Historic Overview.
Objectives: To train candidates in the identification, survey and excavation of archaeological sites, including a basic knowledge of archaeological methods and techniques. The training will include the usage of appropriate field equipment, recognition of Native American and historic artifacts, thorough recordation and an understanding of the importance of provenience and context. This training will enable candidates to perform competently, under supervision, within the framework of a professional program.

There are a total of six required readings for the Field Survey and Excavation Objectives. Three readings satisfy both objectives, two satisfy the Field Survey objectives and one satisfies the Excavation objectives.

There are a total of seven required readings for the Field Survey and Excavation objectives. Four satisfy the Field Survey objectives and three satisfy the Excavation objectives. The chapters on understanding stratigraphy (Thomas, Chapter 8 and Hester, et al., Chapter 10) and the Maryland Historical Trust’s Standards and Guidelines web site are required readings for meeting both the Field Survey and Excavation objectives.

**Four required readings for both the Field Survey and Excavation Objectives:**

1. Shaffer, Gary D. and Elizabeth J. Cole  

2. Maryland Archeological Site Survey Instructions and Maryland Archeological Site Survey Form.  
   [http://mht.maryland.gov/archeology.html](http://mht.maryland.gov/archeology.html)

3. Gibb, James G. (Editor)  
   *Note: Available through Marina, Maryland statewide interlibrary loan system or through the ASM Web book store.*
And read either Thomas or Hester, et al.:

4. Thomas, David Hurst
   Chapter 8: Chronology Building: How to Understand Stratigraphy, pp. 205-228.
   Note: Earlier editions are available through Marina and from UMCP McKeldin Library, ASM Library Collection at MHT Library, and JPPM Research Library.

**OR**

5. Hester, Thomas R. Hester, Harry J. Shafer and Kenneth L. Feder
   Chapter 10: Stratigraphy, pp. 236-252.
   Note: Various editions are available through Marina and from UMCP McKeldin Library and MHT Library.

Two required reading for the Field Survey Objectives:

1. Gibb, James G. (Editor)
   1999 *A Layperson’s Guide to Historical Archaeology in Maryland: Examples from The Lost Towns of Anne Arundel Project*. Archaeological Society of Maryland, Crownsville, Maryland.
   Chapter 4: Exploring a Site, pp. 34-43.
   Note: Available through Marina, Maryland statewide interlibrary loan system.

And read either Thomas or Hester, et al.:

2. Thomas, David Hurst
   Chapter 4: Doing Fieldwork: Surveying for Archaeological Sites, pp. 95-127.
   Note: Earlier editions are available through Marina and from UMCP McKeldin Library, ASM Library Collection at MHT Library, and JPPM Research Library.

**OR**

3. Hester, Thomas R., Harry J. Shafer and Kenneth L. Feder
   Chapter 4: Site Survey, pp. 41-68.
   Chapter 6: Data Preservation and Collecting, pp. 113-142.
   Chapter 9: Archaeological Mapping, Site Grids, and Surveying, pp. 177-234.
   Note: Various editions are available through Marina and from UMCP McKeldin Library and MHT Library.
Two required readings for the Excavation Objectives.

1. Gibb, James G. (Editor)  
1999 *A Layperson’s Guide to Historical Archaeology in Maryland: Examples from The Lost Towns of Anne Arundel Project*. Archaeological Society of Maryland, Crownsville, Maryland.  
Chapter 5: Site Excavation, pp. 44-51.  
*Note: Available through Marina, Maryland statewide interlibrary loan system.*

And read either Thomas or Hester, et al:

2. Thomas, David Hurst  
*Note: Earlier editions are available through Marina and from UMCP McKeldin Library, ASM Library Collection at MHT Library, and JPPM Research Library.*

**OR**

3. Hester, Thomas R., Harry J. Shafer and Kenneth L. Feder  
Chapter 5: Methods of Excavation, pp. 69-112.  
*Note: Various editions are available through Marina and from UMCP McKeldin Library and MHT Library.*

Required field survey practical experience:

At least 80 hours of supervised field survey, including transect interval sampling. Students must demonstrate the ability to document their findings by recording data from STPs and Exploratory Test Units and completing two standard MHT site survey forms.

Required excavation practical experience:

At least 80 hours of supervised excavation as a crew member on a professionally run archeological excavation, including at least 30 hours each of excavation on historic and prehistoric sites. A minimum of 24 hours must be completed at an approved field school.
Objectives: To train participants in basic laboratory procedures including artifact washing, sorting, labeling, and packaging as well as in basic artifact identification and analysis. This training will enable candidates to do basic laboratory processing, competently, under supervision, within the framework of a professional program.

Required Readings:

Basic Lab Procedures

1. Dance, Patricia N.
   *Note: Available through Marina, Maryland statewide interlibrary loan system.*

2. Seiffert, Betty
   1999 Technical Update No. 1, Collections and Conservation Standards, and the January 2005 Revisions to the Technical Update, Maryland Historical Trust.

3. Moeller, Roger
   *Note: Available from JPPM Research Library.*

4. Moeller, Roger
   *Note: Available from JPPM Research Library.*

Artifact Conservation


Artifact Identification

8. *Artifact Gallery.*  
   [http://www.marylandarcheology.org/Arch_Month_2009/Artifact_Gallery.htm](http://www.marylandarcheology.org/Arch_Month_2009/Artifact_Gallery.htm)

9. Noël Hume, Ivor
   
   *Note: Various editions are available through Marina and from MHT Library, JPPM Research Library and UMCP McKeldin Library.*

**Required Laboratory Practical Experience:**

At least 80 hours of supervised laboratory experience involving at least 30 hours each in historic and Native American artifact processing. Laboratory experience must include at least two different archeological projects.

**Required Workshops:**

1) Basic laboratory procedures (including cataloging)  
2) Native American ceramics identification  
3) Historic ceramics identification  
4) Lithic identification

**Optional Workshops:**

1) Faunal identification (to Class; i.e., fish, reptile, bird, mammal)  
2) Glass identification  
3) Metal artifact identification  
4) Flotation and fraction separation  
5) Artifact conservation  
6) Computer-assisted data entry  
7) Artifact illustration (drawing & photography)  
8) Vesselization (identifying ceramic & glass vessel forms & minimum numbers)
OPTIONAL READINGS
I. ETHICS

Lynott, Mark J., and Alison Wylie
Note: Series of papers addressing various facets of ethics in professional archaeology.

Pojman, Louis P.
Note: Excellent reader in general ethics, especially Part IV on applied ethics.

II. PREHISTORIC

Note: Each candidate, in consultation with their mentor, will select and read materials indicated from at least one of the following four areas: Peopling of the New World, Paleoindian, Archaic, or Woodland.

Peopling of the New World (Pre-Clovis/Solutrean Hypothesis)

Carr, Kurt W.

Fiedel, Stuart J.

Stanford, Dennis, and Bruce Bradley

Straus, Lawrence G.
Paleoindian

Ebright, Carol A.

Gardner, W. M.

Gardner, W. M.
1983 Stop Me If You’ve Heard This One Before: The Flint Run Paleoindian Complex Revisited. Archaeology of Eastern North America 11:49-64.

Archaic

Custer, Jay F.

Custer, Jay F.

LeeDecker, Charles H. and Cheryl A. Holt
1991 Archaic Occupations at the Indian Creek V Site (18PR94), Prince Georges County, Maryland. Journal of Middle Atlantic Archaeology 7:67-90.

Wall, Robert D.

Wesler, Kit W.
Woodland

Boyce-Ballweber, Hettie

Curry, Dennis C.
1999 Feast of the Dead: Aboriginal Ossuaries in Maryland. Archeological Society of Maryland and Maryland Historical Trust Press.

Curry, Dennis C. and Maureen Kavanagh

Curry, Dennis C. and Maureen Kavanagh

Dent, Richard J., Jr.

Egloff, Keith T., and Stephen R. Potter

Ford, T. Latimer, Jr

Gardner, W. M.

Griffith, Daniel R.

Potter, Stephen R.
Stephenson, R., and Alice Ferguson

Stewart, R. Michael

Stewart, R. Michael

Wall, Robert D.
2001 Late Woodland Ceramics and Native Populations in the Upper Potomac Valley. *Journal of Middle Atlantic Archaeology* 17:15-37.

Wall, Robert D.

*Contact Period*


Wall, Robert D. and Heather Lapham

Kent, Barry C.
III. HISTORICAL ARCHEOLOGY

Colonial Landscape, Architecture, and Town Development


African American Studies


Samford, Patricia M. 2007 *Subfloor Pits and the Archaeology of Slavery in Colonial Virginia*. University of Alabama Press.

Thomas, David Hurst  
Chapter 19: *Historical Archaeology: Digging Up African America*, pp. 531-554.  

**Material Culture**  

Barker, David and Teresita Majewski  

Cochran, Matthew D. and Mary C. Beaudry  

Miller, George L., Olive R. Jones, Lester A. Ross and Teresita Majewski, Compilers  
1991  *Approaches to Material Culture Research for Historical Archaeologists*. Society for Historical Archaeology Reader.  

**IV. FIELD SURVEY AND EXCAVATION**  

**Field Survey**  

Stewart, Michael R.  
Chapter 7: An Introduction to Sediments, Soils, Stratigraphy and Geomorphology, pp. 161-204.  

**Excavation**  

Stewart, Michael R.  
Chapter 9: Subsurface Investigations, pp. 239-318.
V. LABORATORY TECHNIQUES

Chronology & Typology

Deetz, James
1968 Invitation to Archaeology. The Natural History Press, Garden City, New York.

Lithic Identification

Andrefsky, William

Bordes, François

Carr, Kurt W.
1986 Core Reconstruction and Community Patterning at the Fifty Site. Journal of Middle Atlantic Archaeology 2:79-92.

Custer, Jay F.

Funk, Robert E.

Justice, Noel D.

Odell, George H.
2003 Lithic Analysis. Springer.

Odell, George H.

Ritchie, William A.
Stewart, R. Michael

Stewart, R. Michael

Sutton, Mark Q. and Brooke Arkush

Wall, Robert D.

Wall, Robert D.

Whittaker, John C.

Native American Ceramics Identification

Egloff, Keith T., and Stephen R. Potter

Griffith, Daniel R.

Stewart, R. Michael

Human Osteology

Bass, William M.
Faunal Identification

Bowen, Joanne

Bowen, Joanne

Cohen, Alan, and Dale Serjeantson

Gilbert, B. Miles
1993  *Mammalian Osteology*.

Guilday, John E.

Hillson, Simon

Klein, Richard G. and Kathryn Cruz-Uribe

Olsen, Stanley

Post, Lee
*Bone Building Books.*  
Separate volumes for reconstructing animal skeletons including “The Bone Builder’s Notebook.” [http://www.theboneman.com](http://www.theboneman.com)

Todd, Larry.
Laboratory of Human Paleoeconomy (web site). Colorado State University, Department of Anthropology.

For a free look at bison bones (similar to deer and elk), see Larry Todd’s web site [http://humanpaleo.org](http://humanpaleo.org)
Glass Identification

Glass Bottle Identification – on Society for Historical Archaeology website
http://www.sha.org/bottle/index.htm

Jones, Olive R.

Jones, Olive R. and Catherine Sullivan
1985  The Parks Canada glass glossary for the description of containers, tableware, flat glass, and closures. Parks Canada.
Note: Available through SHA and CNEHA.

Archaeobotany

Delcourt, Hazel R. and Paul A. Delcourt

Dickens, Roy S., Jr.

Artifact Conservation


Leigh, David Leigh
1998  First Aid for Finds written as a practical guide for archaeologists. Printed in Great Britain.
Computer–Assisted Data Entry

ArchComp-L (archcomp-l@listserv.buffalo.edu)
An electronic discussion group dedicated to computational archaeology, specifically all aspects of computing and archaeology: database design, software and hardware concerns, GIS, CAD, Web applications, and multimedia.


Vesselization

Beaudry, Mary C., Janet Long, Henry M. Miller, Fraser D. Neiman, and Garry Wheeler Stone

Gibb, James G., and Wesley J. Balla

Griffith, Dorothy
FORMS
CERTIFIED ARCHEOLOGICAL TECHNICIAN PROGRAM
REGISTRATION FORM

NAME:
________________________________________________________________________________________

ADDRESS:
________________________________________________________________________________________

CITY: __________________________________________STATE: ______ ZIP: ____________- _________

TEL: _________________________________________ (HOME) _________________________________________
e-mail: _________________________ Goal: _________________________________________

MENTOR: __________________________________

START DATE: ______________________ ANTIipated DATE OF COMPLETION: _________________
Month/Year       Month/Year

(3-5 years is suggested)

STATEMENT OF ETHICS
The Certification and Training Program for Archeological Technicians offers a curriculum for members
of the Archeological Society of Maryland interested in learning about scientific archeology and cultural
resource management. The program will facilitate and encourage participation in the study of Maryland’s
past and the protection and management of increasingly threatened cultural resources. The following
ethical standards shall serve as a basis for this program:

1. Participants shall strive for the highest methodological standards to ensure the most
complete and highest quality results from their work.
2. Participants shall conduct themselves in such a manner as to bring credit to the sponsoring
agencies and their activities. Participants found to be buying, selling, exchanging artifacts,
or collecting artifacts in an unscientific manner are subject to dismissal from the program
or revocation of certification.
3. In the interest of ensuring high standards of research, archeological work by participants
shall be conducted under the supervision of a professional archeologist.
4. Participants shall report any archeological information to an appropriate staff member of
the Maryland Historical Trust.

I understand that my participation in this program is subject to policies of the
Archeological Society of Maryland, Inc., the Council for Maryland Archeology, Inc., the
Maryland Historical Trust, and other participating agencies or institutions. I agree with
and subscribe to the Statement of Ethics printed above.

__________________________________________________ ______________________________
(SIGNATURE)       (DATE)

Send completed application and check for $50.00 (payable to “ASM”) to:
CAT Secretary, Archeological Society of Maryland, 550 Carla Drive, Huntingtown, MD 20639

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**CERTIFIED ARCHEOLOGICAL TECHNICIAN PROGRAM**

**ACTIVITY RECORD: GENERAL ACTIVITIES**

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<th>Activity Description</th>
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* Make copies as required and place in Archeological Log Book
**CERTIFIED ARCHEOLOGICAL TECHNICIAN PROGRAM**

**ACTIVITY RECORD: FIELD SURVEY**

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**TOTAL HOURS**

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## CERTIFIED ARCHEOLOGICAL TECHNICIAN PROGRAM

### ACTIVITY RECORD: EXCAVATION: HISTORIC SITES*

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### CERTIFIED ARCHEOLOGICAL TECHNICIAN PROGRAM

**ACTIVITY RECORD: EXCAVATION: PREHISTORIC SITES**

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CERTIFIED ARCHEOLOGICAL TECHNICIAN PROGRAM

FIELD SESSION: VERIFICATION OF ATTENDANCE*

To: Archeological Project Directors

From: Certification Committee Chair, Archeological Society of Maryland
Alexander McPhail
4524 17th Street NW
Washington, DC 20011-4222
202-458-2125 (office) 202-413-7584 (cell) amcphail@worldbank.org

The presenter of this form is a participant in the Maryland Certification Program for Archeological Technicians. Please complete this form to verify both the experience gained and the length of time this candidate participated in your project. Should you have any questions concerning the program, please contact the Certification Committee Coordinator. Thank you for helping make this program a success.

I certify that ____________________________ attended the ______________________
____________________________________ Field Session, sponsored by ___________________
____________________________________ on this (these) date (s) _______________________

Topics of instruction included in the Field Session included:

____________________________________________________________________________________

____________________________________________________________________________________

____________________________________________________________________________________

____________________________________________________________________________________

Total Hours: ___________

Signature        Date

* Make copies as required and place in Archeological Log Book.
CERTIFIED ARCHEOLOGICAL TECHNICIAN PROGRAM

CONFIRMATION FORM: ETHICS & OVERVIEWS

READINGS:

SUPERVISOR/INSTRUCTOR/DATE

1. Archeological Ethics and Preservation Laws

2. Maryland Archeology:
   a) Prehistoric Overview
   b) Historic Overview

REQUIRED WORKSHOPS:

SUPERVISOR/DATE

1. Archeological Ethics and Preservation Laws

2. Maryland Archeology:
   a) Prehistoric Overview*
      i) Part I
      ii) Part II
   b) Historic Overview†

* A credit college course of 10–hour non–credit course in prehistory may fulfill this requirement, subject to Committee approval.
† A credit college course of 10–hour non–credit course in historical archaeology may fulfill this requirement, subject to Committee approval.
CERTIFIED ARCHEOLOGICAL TECHNICIAN PROGRAM

CONFIRMATION FORM: FIELD SURVEY

PRACTICA:

Required

1. Archeological survey

2. Archeological site form preparation

3. Transit gridding in field surveys

4. Maintain a journal and log of all field activities

Optional

1. Topographic mapping

2. Aerial photograph reading or geophysical survey

3. Advanced Sampling

4. Archival Research

LOG BOOK AND JOURNAL

I certify that fulfilled all of the above requirements for certification in the area of archeological field survey.

____________________________________________   _____________________
Mentor        Date
CERTIFIED ARCHEOLOGICAL TECHNICIAN PROGRAM

CONFIRMATION FORM: EXCAVATION

PRACTICA:

Required
1. Feature definition
2. Stratigraphic and feature excavation
3. Planning, profiling, & mapping
4. Record keeping
5. Gridding & recording elevations with a transit
6. Maintain a journal and log of all field activities

Optional
1. Pollen/phytolith sampling
2. Collecting radiocarbon samples
3. Topographic mapping
4. Preparation of unit summaries
5. Geomorphology

LOG BOOK AND JOURNAL

I certify ___________________________ that ___________________________
fulfilled all of the above requirements for certification in the area of archeological excavation.

______________________________  ____________________
Mentor                        Date
## CONFIRMATION FORM: LABORATORY TECHNIQUES: WORKSHOPS

**Required Workshops**

1. Basic laboratory procedures
2. Native American ceramics identification
3. Historic ceramics identification
4. Lithics identification

**Optional Workshops**

1. Faunal identification
2. Glass identification
3. Metal artifact identification
5. Artifact conservation
6. Computer–assisted data entry
7. Artifact illustration
8. Vesselization
9. __________________
10. Specialized analyses in any of the above

**INSTRUCTOR/SUPERVISOR/DATE**