INDIVIDUAL FIRE PROTECTION CERTIFICATION APPLICATION

REFERENCE MATERIALS FOR FIRE PROTECTION CERTIFICATION EXAMS

The exams are prepared from the Ohio Administrative Code section 1301:7-7-09 (Ohio Fire Code), 2017 edition, Ohio Building Code Chapter 9, 2017 edition, and the referenced editions of the National Fire Protection Association Standards as listed below.


You must supply your own reference material. All exams are closed book and you will have two hours to take the exam. Exams are administered by PSI Services.

To obtain copies of the NFPA Standards, call (800) 344-3555 or https://www.NFPA.org/freeaccess?order_src=D524. To obtain copies of the Codes, call (888) 422-7233 EXT. 33801 or http://codes.ohio.gov/oac/1301:7-7-09v1, http://codes.ohio.gov/orc/3737.
FILING INSTRUCTIONS FOR INDIVIDUAL CERTIFICATION APPLICATION

A. Applications must be typewritten or neatly printed.
B. **Application fee is $35.00 per category.** Make check(s) or money order(s) payable to Treasurer, State of Ohio. Application fee(s) are non-refundable. Once you are approved to take the exam, eligibility to test is valid for 90 days. Submit page (3) of this application to:
   
   **Division of State Fire Marshal**  
   **Testing & Registration Bureau**  
   **8895 E. Main St.**  
   **Reynoldsburg, OH 43068**  
   **Phone # (614)752-7126 or 1(877)264-0023**  
   **Fax to (614)995-4206**  
   **Email address: webfmtr@com.state.oh.us**

C. Pursuant to Ohio Administrative Code Section 1301.7-7-09(P)(9), OFC 916.9 “an individual must be a company certified pursuant to paragraph (P)(4)(OFC 916.4) of this rule or must be associated with a certified company when such individual engages in the business of servicing, testing, repairing or installing fire protection or firefighting equipment for profit.”

D. **Non-Ohio residents must submit a notarized irrevocable consent to service form** (your application cannot be processed until the State Fire Marshal (SFM) has received this form).

E. If you check **categories 6, 7, or 9** you must submit at least one of the following to be approved for examination:
   
   1. Proof from the manufacturer of training or approval to work on the manufacturer’s engineered or pre-engineered systems.
   2. Inspection Reports demonstrating that the applicant has witnessed the code compliant installation/major repairs of ten (10) engineered or pre-engineered systems within two (2) years immediately prior to making application.
      
      The documentation shall include:
      
      a) The name and license number of the individual performing such installation/major repairs
      b) Type of systems observed/installed (kidde, ansul, etc.)
      c) Date and location of installation/major repairs

F. Exams are administered by PSI Services. Once approved for testing by SFM, you will receive a confirmation email with instructions on how to contact PSI to schedule your exam. You will not be able to schedule examinations until SFM has approved you for testing.

G. There is an additional fee to PSI to take the exam. See the Candidate Information Bulletin (CIB) for additional fees and exam locations.

Link to PSI Candidate Information Bulletin:

APPLICATION FOR INDIVIDUAL FIRE PROTECTION CERTIFICATION

FOR OFFICE USE ONLY

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<th>54-</th>
<th>CANDIDATE ID#</th>
<th>ELIGIBILITY DATE</th>
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INDIVIDUAL INFORMATION:

NAME: ___________________________ DATE OF BIRTH: ____________

(Legal Name as appears on Government Issued I.D.)

ADDRESS: ___________________________ SSN ____________

CITY: ___________________________ STATE: ___________ ZIP: ___________

PHONE: ___________________________ FAX: ___________ COUNTY: ___________

EMAIL ADDRESS: ___________________________

(EXAM APPROVAL NOTICE WILL BE EMAILED)

COMPANY NAME: ___________________________ COMPANY LICENSE#: ___________

CATEGORIES FOR TESTING, $35.00 per category

1. AUTOMATIC SPRINKLER AND STANDPIPE SYSTEMS
2. FIRE SERVICE MAINS
3. FIRE PUMPS
4. FIRE ALARM AND DETECTION EQUIPMENT (Residential and Commercial)
5. PORTABLE FIRE EXTINGUISHERS
6. ENGINEERED EXTINGUISHING EQUIPMENT OTHER THAN WATER (OTW)
7. PRE-ENGINEERED EXTINGUISHING EQUIPMENT OTHER THAN WATER (OTW)
8. HOUSEHOLD FIRE WARNING EQUIPMENT ONLY (Residential)
9. AEROSOL EXTINGUISHING EQUIPMENT
10. DIESEL FIRE PUMP TECHNICIAN

TOTAL $___________

________________________________ DATE: ____________________