



INTERNATIONAL  
CODE  
COUNCIL®

# California Self Certification Program Information

**PUBLISHED 05/22/2025**

*This edition supersedes all previous editions*

*This booklet answers most questions raised by examination candidates. Please read it carefully.  
You will find it a useful reference throughout your registration and examination process.*

## **International Code Council Vision**

Creating safe, affordable, and sustainable buildings and communities.

## **International Code Council Mission**

Provide the codes, tools, and resources that members rely on,  
building safety professionals turn to, and manufacturers and the public trust.

***Information contained in this bulletin is deemed accurate as of the time of posting.***

***Contents are subject to change at any time.***

***For the most updated information, visit the [Exam Catalog](#).***

1-888-ICC-SAFE (422-7233), ext. 0

customersuccess@iccsafe.org

www.iccsafe.org

## SUMMARY OF CHANGES

Date of Change	Section Affected	Revision

**Besure to completely read this bulletin before scheduling your examination. You are responsible for following all policies and regulations found in this document. Not reading this bulletin does not release your responsibility for following these procedures.**

COPYRIGHT © 2025

by

INTERNATIONAL CODE COUNCIL, INC.

ALL RIGHTS RESERVED. This is a copyrighted work owned by the International Code Council, Inc. Without advance permission from the copyright owner, no part of this book may be reproduced, distributed, or transmitted in any form or by any means, including, without limitation, electronic, optical, or mechanical means (by way of example and not limitation, photocopy or recording by or in an information storage retrieval system). For information on permission to copy material exceeding fair use, please contact: International Code Council, Publications, 4051 West Flossmoor Road, Country Club Hills, IL 60478. Phone: 1-888-ICC-SAFE (422-7233).

Trademarks: "International Code Council" and the "International Code Council" logo are trademarks of the International Code Council, Inc.

## About the Code Council Certification Program

The Code Council certification program is the oldest, largest, and most prestigious credentialing program for construction code administration and enforcement professionals in the United States. Code Council certification examinations are maintained to the highest standards and include continuous review by committees of experienced professionals.

Becoming Code Council-certified is a significant personal and professional accomplishment and is a key step toward enhanced professional stature. Code Council certificate holders demonstrate a confirmed commitment to protect the public health, safety, and welfare.

Many building departments and state agencies that regulate code enforcement personnel recognize Code Council certification. However, the Code Council cannot guarantee that a specific governmental agency will accept or recognize a Code Council certification. You should first contact the applicable agency regarding specific licensing and employment requirements.

Certification and examination information, including registration/scheduling requirements, dates, locations, fees, and references, are subject to change.

Candidates should make sure they have the most current information before registering for or scheduling a Code Council examination by going to the [Exam Catalog](#).

## Testing Information and Frequently Asked Questions

All candidates are required to adhere to all ICC Council Policies and ICC Credentialing rules and policies provided in the [Administrative Rules and Procedures](#).

### What examination do I need to take?

As requirements for employment differ from jurisdiction to jurisdiction, the Code Council cannot recommend specific examinations to you. We strongly encourage you to contact the jurisdiction in which you wish to work for more information on their specific exam requirements for licensure.

### How do I find out examination specific information?

Visit the [Exam Catalog](#) for the following information for each exam:

- Content outline,
- Approved references,
- Open/Closed book,
- Length of exam
  - Number of items
  - Time Limit
- Passing score, and
- Link to purchase the exam.

**Note:** A myICC account is required to purchase the exam. You can register for an account at [www.iccsafe.org/register](http://www.iccsafe.org/register).

### When can I test?

Testing is immediately available upon purchase of the exam—24 hours a day, 7 days a week, 365 days a year.

## How do I schedule/register for an exam?

The California self-certification examinations are administered through PRONTO.



## What is PRONTO?

The International Code Council is proud to offer our proctored-remote online testing option (PRONTO). Through PRONTO, you can take your exam at your convenience on your home or office computer through a cloud-based testing system, offering secured online proctored exams. You will need a webcam and computer with working audio quality.



All PRONTO testing is delivered on the Guardian Secure Proctoring Browser. Learn more [here](#).

For more information on PRONTO, go to [www.iccsafe.org/meetPRONTO](http://www.iccsafe.org/meetPRONTO).

## PRONTO Quick Links

### PRONTO Exam Administration:

Please visit our [Exam Day Administration](#) page for more information on PRONTO exam administration such as:

- How to register for a PRONTO exam
- Exam Day Video
- Equipment Requirements
- Allowed/Prohibited Items
- Tips and tricks for your PRONTO exam
- ICC Administrative Rules and Policies

**PRONTO System Requirements:** Please utilize the [TEST IT OUT](#) feature to run a full system diagnostic test through the link provided.

## How often can I test?

In any six (6) month period, you may take an exam up to six (6) times, if necessary, to pass.

## What if I have special needs?

Please visit our [Candidate Services](#) page to learn more on the process of PRONTO testing accommodations and to download the ADA accommodation request form.

## What type of question format will be included in the examination?

Test questions are in multiple-choice format, with one answer on each question scored as correct. Due to the rigorous psychometric processes used by the Code Council in exam development, questions do not follow patterns (e.g., "the most common answer is 'B'").

### **Can't I just look up all of the answers in the books?**

Because of the time constraints, you will not have time to look up all of the answers. For those answers you must look up, you must be VERY familiar with the references to avoid wasting time searching for information. First impressions are often the most accurate, but you may change your answers if time allows.

### **Should I guess if I don't know the answer to a question?**

There is no guessing penalty, so it is to your advantage to answer every question. Remember to base your answers on the listed references for each exam, not solely on long-time field practices.

### **When will I receive my results?**

Results for examinations taken electronically are available immediately after completion of the examination.

### **How do I make comments about an exam I took?**

If you have concerns about the content of your exam, you may submit comments to ICC for review. Please complete this [form](#).

For more information on the technical challenge process, please visit [here](#).

### **How do I request a duplicate pass letter?**

Please complete the [Replacement Result Letter Request](#) form.

### **How do I renew my ICC certification?**

In most cases, you will need to have a certain number of continuing education credits (CEUs) to renew your certification. For more information on keeping your certification current, go to our renewal [webpage](#).

### **How do I change my name and address?**

Candidate Demographics (Primary Address, Phone Number, Email, and Legal Name) can be updated in myICC. Login to your [myICC Dashboard](#) > **Update Profile** > **Update Personal Information**. Click [here](#) for additional information.

# Examination Information

Please visit the Exam Catalog for the most up-to-date information. Outlines are subject to change.

CA Self Certification - Residential Code Plan Review		
<b>\$240 Member Pricing</b> <b>\$305 Non-Member Pricing</b>		<b>50 Questions</b> <b>2.5 Hours/Open Book</b>
Content Area	%	Reference
<b>Administrative</b>	<b>10%</b>	2022 California Residential Code
<b>Permits</b> Determine if a permit is required and if the submittal is complete and meets the scope of the One- and Two-Family Dwelling Code.	6%	
<b>Project Administration</b> Communicate with the applicant any need for further information, alerting them of deficiencies in their submittal or of their approval to start work; mark the official approved sets of drawings after approval.	4%	
<b>Site</b>	<b>10%</b>	
<b>Site Plan</b> Verify from the site plan that the building or structure location is in compliance with the requirements of the local ordinances, fire separation regulations, fire access, flood-hazard areas, setbacks, encroaching on any legal easement, wetland, right of way, or neighboring property.	6%	
<b>Final Grade</b> Verify that final grade will provide the required slope away from the footing or foundation wall and will not adversely affect neighboring property.	4%	
<b>Architectural and Life Safety</b>	<b>80%</b>	
<b>Room Sizes</b> Verify adequate room sizes, ceiling heights, heat, light, and ventilation are provided.	8%	
<b>Means of Egress</b> Verify adequate means of egress, with proper widths, stairs, guards, rails, and openings.	8%	
<b>Fire Protection</b> Verify fire protection through rated walls, draft stopping, fire-blocking, smoke detectors, and sprinklers.	20%	
<b>Glazing</b> Verify safety requirements for glazing and foam plastic elements.	8%	
<b>Exterior</b> Verify that exterior veneers and siding have correct anchorage, support, and backing. Verify that a weather-resistant barrier is correctly specified for all walls and around all wall openings. Verify that exterior sheathing materials are correctly sized and specified. Verify that plaster, stucco, and metal lath have correct thickness and fasteners.	8%	
<b>Specialty</b> Verify unique requirement compliance for specialty, detached, and accessory structures such as fireplaces, and storage buildings.	8%	
<b>Wildfire Hazard Zone</b> Verify material and construction methods for exterior wildfire exposure.	20%	