



**Certification Request Form
Fire Certifications
Transition from National Board of Fire Service
Professional Qualifications Accredited Programs**



Note: Fire Transition Applications are available for purchase on the ICC storefront.

Paper applications will incur an additional \$25 fee per application for processing.

Please allow 3 - 5 business days to process application.

Name: _____ Jurisdiction: _____
 Mailing Address: _____
 City: _____ State: _____ ZIP: _____
 Home Phone: _____ Work Phone: _____ Fax: _____
 Email: _____ Last four digits of Social Security Number: _____

Enclose \$100 for each certification category and a copy of your current Fire Inspector certificate.

All certifications that are more than three years old must also meet the requirements found in the Code Council Renewal Bulletin, which can be found at www.iccsafe.org/renewals.

Fire Inspector I **Fire Inspector II**

Total Amount \$ _____

CONDITIONS OF ACCEPTANCE:

1. Certification will be achieved by submitting this form, appropriate fees, evidence of successful completion of written examinations, a copy of the certificate, and CEUs if certificates are not current and are more than three years old.
2. Signature of affidavit on this application is required.
3. Submittal of this form establishes the applicant as a candidate for certification and implies no assurance that certification will be listed.

Affidavit of Applicant

By signing this form, I confirm that all of the information provided above is accurate and true, and I understand that supporting documentation must be retained for three years.

I have received training and meet the requirements set forth in the NFPA 472 Professional Competence of Responders to Hazardous Materials Incidents, Chapter 4, Competencies for the First Responder at the Awareness Level.

Signature: _____ Date: _____

Printed Name: _____

Mail completed application to:
 International Code Council
 Assessment Center
 900 Montclair Road
 Birmingham, AL 35213

For more information, call 888-422-7233, ext. 5524

OFFICE USE ONLY

Candidate ID: _____ Requirements met: _____ Date processed: _____ Initials: _____

ICC Continuing Education Requirements

Please provide continuing education information if your ProBoard pass score report is more than 3 years old. Applicant must comply with ICC Continuing Education requirements (see www.iccsafe.org/renewals for more information on the ICC Certification Renewals program).

Attach a sheet of paper for additional listings, if necessary.

Documentation must be retained for three (3) years from date of request and submitted upon an audit request. Do NOT submit documentation with this form.

Options for CEU Accrual		
Part 1: Options that qualify for the minimum percentage (40%) of ICC or PPN Training (these options can be used for up to 100% of CEUs if desired)		
Option	Activity	CEUs
1	Participation as a student or instructor in an on-site seminar or technical session delivered by ICC, including programs presented at ICC Institutes, ICC Open Enrollment locations, Annual Conferences, and other locations; credit can only be counted once in a three-year period for the same seminar or technical session.	0.1 for each clock hour of attendance or delivery
2	Successful completion of an eLearning program delivered by ICC, including ICC Online Campus offerings, approved webinars and other approved electronic-based training.	0.1 for each clock hour of participation
3	Participation as a student or instructor in an on-site seminar or technical session delivered by an ICC Preferred Provider; credit can only be counted once in a three-year period for the same seminar or technical session.	0.1 for each clock hour of attendance or delivery
4	Successful completion of an eLearning program delivered by an ICC Preferred Provider, including those available on the ICC Online Campus, as well as other webinars and other electronic-based training presented by the Preferred Provider.	0.1 for each clock hour of attendance

Part 2: Options that qualify for the remaining percentage of CEUs		
Option	Activity	CEUs
5	Participation as a student or instructor in a seminar or technical session delivered by an ICC Chapter, related professional association, state code enforcement licensing agency, standards writing organization, or any related federally sponsored program. Credit is only provided for classes in an academic program that are related to code, building design/construction and support activities.	0.1 for each clock hour of attendance
6	Participation or attendance at ICC code development hearings; can acquire up to 10 clock hours maximum per year. Participation or attendance at ICC code development hearings through the cdpACCESS program under your log-in; can acquire up to 30 clock hours maximum per year. Total credit for participation in code hearings not to exceed 3.0 CEUs in a three-year period.	0.1 for each clock hour of attendance at hearings; 0.1 for each 3 hours of participation through cdpACCESS
7	Obtaining a new ICC certification by taking and passing the proctored exams. Special Inspectors may receive credit for passing certifications that are sponsored by ACI, ASNT, ASW, or NICET within the previous three years.	0.5 per certification

Part 2: Options that qualify for the remaining percentage of CEUs (continued)		
Option	Activity	CEUs
8	Instruction of a code-related or building design/construction-related course for an accredited academic institution*; courses can be counted twice per three-year period. Multiple offerings of same course can be counted twice.	1.0 for each academic credit hour
9	Participation in a formal in-house training program during employment as a code official, plans examiner, permit technician, or inspector.	1.0 per three-year period
10	Committee or board service to ICC or ICC chapter for one full year, not to exceed 1.0 CEUs annually.	0.5 per committee
11	Participation as a student in an accredited academic institution*; not to exceed 3.0 CEUs in a three-year period. Credit is only provided for classes in an academic program that are related to code, building design/construction and support activities.	1.0 for each academic credit hour
12	Publication of a paper, book, or technical article for an academic institution, professional trade journal, or ICC journal, not to exceed 3.0 CEUs in a three-year period. Credit is only provided for classes in an academic program that are related to code, building design/construction and support activities.	1.0 per publication type
13	Completion of evaluation in role as an IAS Building Department Evaluator.	1.0 per three-year period

*An accredited institution is a high school, community college, junior college, university, technical or vocational school, or any private educational agency accredited by the International Association of Continuing Education and Training (IACET).

Number of Pro Board Certifications Being Transitioned	Total Number of CEUs Required	Min. Number of CEUs Required Through ICC or PPN Training (40% of total)
1	1.5	0.6
2	3.0	1.2