

References:	PRO BOARD CRITERIA: PA1, PA3 NFPA PREREQUISITE REQUIREMENTS NFPA 1500, CANDIDATE GUIDEBOOK	
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1.0 GENERAL INFORMATION

- 1.1. **PURPOSE:** To provide a written, formal policy regarding the eligibility of candidates for training, testing and evaluation.
- 1.2. **RESPONSIBILITY:** It is the responsibility of the registrar to be familiar with this guideline to ensure proper screening of potential candidates is conducted. It is the responsibility of the Academy to ensure adequate instruction and guidelines are given to the registrars to conduct the screenings.

2.0 PROCEDURES

- 2.1. Registrars must ensure that candidates registering for all Pro Board approved programs meet the NFPA Prerequisite Requirements. Any prerequisite standard levels must be accredited certifications by The Pro Board or IFSAC.
- 2.2. Candidates registering for a course, written evaluation or practical skills evaluation must meet the minimum physical requirements as referenced in NFPA 1500 and/or the authority having jurisdiction.
- 2.3. The Academy and registrars will only allow individuals to advance to the next level of certification once the individual produces a copy of the certificate or produces evidence that he/she has met the prerequisite requirements through prior training and experience which satisfies the Academy.
- 2.4. Candidates that meet the criteria and prerequisites are then eligible to register for a scheduled course, written exam, practical skills evaluation or scheduled challenge evaluation. If the candidate cannot make the date(s) he/she registered for they can transfer to a future date but may be subject to a transfer fee.

3.0 FIRE INVESTIGATOR (NFPA 1033)

- 3.1 Due to the sensitive nature of the NFPA 1033 Fire Investigator curriculum content and for security reasons, the Academy has elected that candidates wanting to register for NFPA 1033 training and/or certification must be currently employed in an approved related investigation field to be eligible.



Karen Fry
Academy Director

April 18, 2019
Date