



Department  
of Commerce

Division of State Fire Marshal

John R. Kasich, Governor  
Jacqueline T. Williams, Director



## 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.

1. **AUTOMATIC SPRINKLER AND STANDPIPE SYSTEMS:** NFPA 13 – 2016 edition; NFPA 14 – 2016 edition; NFPA 13R – 2016 EDITION; NFPA 13D – 2016 edition; NFPA 25 – 2014 edition
2. **FIRE SERVICE MAINS:** NFPA 24 – 2013 edition; NFPA 25 – 2014 edition
3. **FIRE PUMPS:** NFPA 20 – 2016 edition; NFPA 25 – 2014 edition
4. **FIRE ALARM AND DETECTION EQUIPMENT:** NFPA 72 – 2016 edition
5. **PORTABLE FIRE EXTINGUISHERS:** NFPA 10 – 2013 edition
6. **ENGINEERED EXTINGUISHING EQUIPMENT OTHER THAN WATER:** NFPA 11 – 2016 edition; NFPA 12A – 2015 edition; NFPA 12 – 2015 edition; NFPA 16- 2015 edition; NFPA 17 – 2017 edition; NFPA 2001-2015 edition
7. **PRE-ENGINEERED EXTINGUISHING EQUIPMENT OTHER THAN WATER:** NFPA 17 – 2017 edition; NFPA 17A – 2017 edition; NFPA 2001 - 2015 edition
8. **HOUSEHOLD FIRE WARNING EQUIPMENT ONLY:** NFPA 72 – chapter 29 ONLY – 2016 edition
9. **AEROSOL EXTINGUISHING EQUIPMENT:** NFPA 2010 - 2015 edition
10. **DIESEL FIRE PUMP TECHNICIAN:** NFPA 25 - chapter 8 ONLY – 2014 edition, NFPA 20 - chapter 3, 11, &14 ONLY – 2016 edition

**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](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](mailto: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).  
[https://www.com.ohio.gov/documents/fire\\_com5028.pdf](https://www.com.ohio.gov/documents/fire_com5028.pdf)
- 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:

[https://candidate.psiexams.com/bulletin/display\\_bulletin.jsp?ro=yes&actionname=83&bulletinid=837&bulletinurl=.pdf](https://candidate.psiexams.com/bulletin/display_bulletin.jsp?ro=yes&actionname=83&bulletinid=837&bulletinurl=.pdf)



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## APPLICATION FOR INDIVIDUAL FIRE PROTECTION CERTIFICATION

### FOR OFFICE USE ONLY

54-	CANDIDATE ID#	ELIGIBILITY DATE
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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	<input type="checkbox"/>	<input type="checkbox"/>
2. FIRE SERVICE MAINS	<input type="checkbox"/>	<input type="checkbox"/>
3. FIRE PUMPS	<input type="checkbox"/>	<input type="checkbox"/>
4. FIRE ALARM AND DETECTION EQUIPMENT (Residential and Commercial)	<input type="checkbox"/>	<input type="checkbox"/>
5. PORTABLE FIRE EXTINGUISHERS	<input type="checkbox"/>	<input type="checkbox"/>
6. ENGINEERED EXTINGUISHING EQUIPMENT (OTW)	<input type="checkbox"/>	<input type="checkbox"/>
7. PRE-ENGINEERED EXTINGUISHING EQUIPMENT (OTW)	<input type="checkbox"/>	<input type="checkbox"/>
8. HOUSEHOLD FIRE WARNING EQUIPMENT ONLY (Residential)	<input type="checkbox"/>	<input type="checkbox"/>
9. AEROSOL EXTINGUISHING EQUIPMENT	<input type="checkbox"/>	<input type="checkbox"/>
10. DIESEL FIRE PUMP TECHNICIAN	<input type="checkbox"/>	<input type="checkbox"/>

TOTAL \$ \_\_\_\_\_

APPLICANT'S SIGNATURE \_\_\_\_\_ DATE: \_\_\_\_\_



Department of Commerce  
Division of State Fire Marshal  
Bureau of Testing and Registration  
8895 East Main Street - P.O. Box 529  
Reynoldsburg, Ohio 43068  
(614) 752-7126 Fax (614) 995-4206 TTY/TDD 800-750-0750  
www.com.ohio.gov

## IRREVOCABLE CONSENT TO LEGAL SERVICE

I, \_\_\_\_\_, whose residence is at  
(Name)

\_\_\_\_\_ in \_\_\_\_\_,  
(Street Address) (City) (State)

after full disclosure of the intended use hereof do hereby consent irrevocably to service of process from any and all courts, administrative agencies and administrative boards having competent subject matter jurisdiction over any and all activities which I may undertake as a (please select applicable box)

☐ **installer/inspector of underground storage tank**      ☐ **certified installer of fire protection**

equipment in Ohio. I also hereby irrevocably waive any and all rights I may otherwise have to challenge the jurisdiction over my person of all such courts, administrative agencies and administrative boards.

Applicant Signature \_\_\_\_\_ Date \_\_\_\_\_

Witness \_\_\_\_\_

Witness \_\_\_\_\_

State Of \_\_\_\_\_ County of \_\_\_\_\_

Before me appeared the above named person who after producing proper identification, acknowledges that they signed the foregoing instrument and that their signing was their free act. In testimony whereof, I have hereto subscribed my name and affixed by seal this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_ at \_\_\_\_\_. County of \_\_\_\_\_, and State of \_\_\_\_\_.

Signature of Notary

Official Title

**THIS FORM MUST BE NOTORIZED TO BE VALID.**