



NCPCCI

National Certification Program for Construction Code Inspectors Candidate Information Bulletin

FREQUENTLY ASKED QUESTIONS

1. **HOW DO I REGISTER TO TEST?** To register and schedule for testing, go to: <https://www.provexam.com/register>.

You may also call us toll-free at 801-733-4455. [Click here](#) for more information about registering.
2. **WHERE CAN I TEST?** You may test at any one of Prov's testing centers, or you may test at home using the Examroom.ai™ remote proctoring system.
3. **HOW MUCH DOES IT COST?** Each written exam has a fee of **\$130**. This fee is the same whether you are testing for the first time or are retaking an exam.
4. **WHEN DO I GET MY TEST RESULTS?** The results from your written exam will automatically be emailed to you within minutes of completing your examination. If you are testing in-person, you will also be given your results upon test completion.
5. **WHAT IS ON THE TEST?** [Click here](#) for information about the available exams.

MORE QUESTIONS

Please read through this bulletin completely for answers to your questions. If you still have unanswered questions, you may contact us at the following:

For program related questions, please contact:

Prov
150 West Civic Center Drive, Suite 601
Sandy, Utah 84070
Phone: (801) 733-4455
www.provexam.com
Hours: 6 a.m. to 10 p.m. ET.

GENERAL PROGRAM INFORMATION

The National Certification program for Construction Code Inspectors (NCPCCI) examinations has been developed in conjunction with a national model code organization, national code enforcement organization, and representatives of state and municipal code enforcement jurisdictions. These groups have joined to establish nationally recognized examinations which provide evidence of a candidate's competency and professionalism in construction code knowledge.

Each examination has been designed to assess the minimally acceptable threshold of technical knowledge necessary to be deemed qualified as a specific Construction Code Inspector or Plan Reviewer. Note that scores are not intended as a means to create an employment ranking.

EXAM CATEGORIES & FEES

There are fifteen (15) individual examinations plus one jurisdiction-specific exam that make up the NCPCCI testing program:

1A Building Inspector One- and Two-Family Dwellings
1B Building Inspector General
1C Building Inspector - Plan Review
2A Electrical Inspector One- and Two-Family Dwellings
2B Electrical General
2C Electrical Plan Review
3B Fire Protection General
3C Fire Protection Plan Review
4A Mechanical Inspector One- and Two-Family Dwellings
4B Mechanical Inspector General
4C Mechanical Inspector - Plan Review
5A Plumbing Inspector One- and Two-Family Dwellings
5B Plumbing Inspector General
5C Plumbing Inspector Plan Review
6B Elevator General
*NJ Hotel and Multiple Dwelling Inspector

Each examination has a fee of **\$130**.

Most jurisdictions use these examinations as either standalone exams or as one of several exams necessary to achieve a specific license/certification level. Please make sure you confer with your local jurisdiction regarding the specific exam or sets of exams you must take to be deemed qualified (licensed or certified) to meet your local licensing requirements.

*This is a State-specific examination. Please see exam description on page 7 for more information.

EXAM PRE-QUALIFICATIONS

There are no pre-qualifications to take an examination, however, each jurisdiction may have its own experience qualifications. Passing an exam or exams does not by itself guarantee licensure/certification by your specific jurisdiction. Please make sure to verify if there are any experience requirements prior to testing. There are several states listed in this bulletin that do have experience or other qualification requirements. Please make sure to check these requirements as you embark on your testing process.

PARTNERING ORGANIZATIONS

The following states and/or organizations are working with Prov to administer the NCPCCI examinations and recognize the results of the individual exams towards certification and/or licensing. Candidates may contact each of the following states or organizations for information regarding the licensing and certification rules and regulations.

State Partners	Contact Info
Indiana Department of Homeland Security, Fire & Building Safety Division	(317) 232-1407
Commonwealth of Kentucky, Department of Housing, Buildings and Construction	(502) 573-0365
Commonwealth of Massachusetts, Board of Building Regulations and Standards	(617) 727-7532
New Jersey Department of Community Affairs	(609) 984-7834
Ohio Board of Building Standards	(614) 644-2613
Oklahoma Construction Industries Board Office	(405) 271-5217
Virginia Department of Housing & Community Development Training & Certification Office	(804) 371-7180
	Contact Info
International Association of Plumbing and Mechanical Officials (IAPMO)	(877) IAPMO-01 (877) 427-6601

Information about each of these organizations and their specific requirements for certification and/or licensing will be found later in this bulletin.

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TESTING WITH PROV

The written exam is a computer-based written exam that will be administered at one of Prov's testing centers. Prov's testing system is easy to use and requires no specific computer experience to take the test.

The following link will take you to a short video that demonstrates Prov's testing system:

<https://youtu.be/h3T9svnldLY>.

WHERE TO TAKE YOUR EXAM

The NCPCCI examinations may be taken in a variety of **physical testing centers** located across the country. These in-person testing centers are typically located at university or college testing centers. Please check the available locations when registering for your examination.

The examinations may also be taken at home using the **Examroom.ai remote proctoring** tool. You may select Examroom as an option when scheduling your examination. There is a further description of remote proctoring later in this document.

HOW TO REGISTER ONLINE

1. To schedule online, go to:

<https://provexam.com/scheduler/>

From the box titled Self-Registration, select **Start Scheduling**.

2. Use the Dropdown menu under “Select Certifying Body”, and select:

NCPCCI

3. Under “Select a License/certificate”, choose the examination you are seeking (**choose one of the following**):

- 1A Building Inspector One- and Two-Family Dwellings
- 1B Building Inspector General
- 1C Building Inspector - Plan Review
- 2A Electrical Inspector One- and Two-Family Dwellings
- 2B Electrical General
- 2C Electrical Plan Review
- 3B Fire Protection General
- 3C Fire Protection Plan Review
- 4A Mechanical Inspector One- and Two-Family Dwellings
- 4B Mechanical Inspector General
- 4C Mechanical Inspector - Plan Review
- 5A Plumbing Inspector One- and Two-Family Dwellings
- 5B Plumbing Inspector General
- 5C Plumbing Inspector Plan Review
- 6B Elevator General
- NJ Hotel and Multiple Dwelling Inspector

Then press:

NEXT

Note: The process for selecting additional tests will be covered later in this bulletin.

4. Enter the following information into the fields that are provided.

- Name (First and Last)
- Social Security Number
- Street Address
- City, State, ZIP Code
- Email Address
- Telephone Number

Then select:

SAVE CHANGES

5. Select a date, time and location for your exam by using the link labeled:



Find suitable time and venue

6. Prov's scheduling system will search for the closest testing centers to the address you entered. Select the **SCHEDULE** link to check the calendar for a specific testing center. Note that the Examroom (remote testing) option will always appear first on the list.
7. Select a test **date** and **time** from the calendar that matches your schedule. Confirm your selected date and time, and select **Add to Cart**.
8. If you want to register for a **second exam**, select the **New Exam Registration** hyperlink on the upper left-hand side of the browser screen, and follow steps 5-7 as shown above; otherwise move to step 9 below.
9. Proceed to payment. Please enter your form of electronic payment (e.g. MasterCard, Visa, AMEX). If you have provided an email address, the invoice for your exam payment will be automatically emailed to you. This invoice will include information regarding your scheduled date/time.

If you have any problems with online scheduling, you may contact us at (801) 733-4455.

SCHEDULING BY PHONE

To schedule for an exam by phone, candidates should contact Prov toll free at (801) 733-4455. Prov scheduling staff is available 8:00 a.m. through 12:00 a.m. ET, Monday through Friday.

Candidates should be prepared to provide the Prov scheduling staff with their name, social security number and their address. Once registered in the database, Prov staff will search for the next available testing session at the candidate's preferred testing location and will provide candidates with any alternate locations that may be in close proximity to their address. Once candidates are scheduled, Prov staff will email a confirmation.

CANCEL/RESCHEDULING POLICY

If you need to change or cancel your scheduled exam appointment, you must contact Prov at least **three (3) business days** prior to your scheduled test date. Rescheduling is free if Prov is notified by the deadline.

If you fail to reschedule or cancel your testing session by the close of business three (3) days prior to your scheduled test date, you will forfeit your exam fees. Any no-show to a scheduled exam will also forfeit exam fees.

PREPARING FOR YOUR EXAMS

The licensing exams that you will take have been designed to test minimum competency in the various inspection fields. The test questions and projects have been prepared and reviewed by subject matter experts in collaboration with the NCPCCI Exam Committee members.

Prov recommends that you prepare for your exam by familiarizing yourself with the subject areas listed in each exam description along with the associated reference materials. You are encouraged to prepare your test materials by highlighting text or placing permanent tabs on important pages.

WRITTEN EXAM DESCRIPTIONS

The following are descriptions of each NCPCCI examination. Following each description you will also find a list of approved references which may be brought into the testing center during the examination. Note that the primary reference sources for each examination are those that are listed below each examination. If a conflict exists between the primary code cited and another reference source, the code source shown below each examination will prevail as the correct source for grading.

1A Building Inspector One- and Two-Family Dwellings (2017 Code)

Number of Questions 50
Time allowed (hours) 2

Subject Area	# Quest.
Final Inspections	19
Footings and Foundation Inspections	13
Framing Inspections	18

References

- **International Residential Code**, 2018. International Code Council, 4051 West Flossmoor Road, Country Club Hills, IL 60478. Available @iccsafe.org

1A Building Inspector One- and Two-Family Dwellings (2021 Code)

Number of Questions 50
Time allowed (hours) 2

Subject Area	# Quest.
Final Inspections	19
Footings and Foundation Inspections	13
Framing Inspections	18

References

- **International Residential Code**, 2021. International Code Council, 4051 West Flossmoor Road, Country Club Hills, IL 60478. Available @iccsafe.org

1B Building Inspector General (2017 Code)

Number of Questions 50
Time allowed (hours) 2

Subject Area	# Quest.
Fire Safety Inspections	13
Footings and Foundation Inspections	12
Life Safety Inspections	13
Structural Inspections	12

References

- **International Building Code**, 2018. ISBN: 978-1-60983-735-8. International Code Council, 4051 West Flossmoor Road, Country Club Hills, IL 60478. Available at @iccsafe.org.

1B Building Inspector General (2021 Code)

Number of Questions 50
Time allowed (hours) 2

Subject Area	# Quest.
Fire Safety Inspections	13
Footings and Foundation Inspections	12
Life Safety Inspections	13
Structural Inspections	12

References

- **International Building Code**, 2021. International Code Council, 4051 West Flossmoor Road, Country Club Hills, IL 60478. Available at @iccsafe.org.

1C Building Inspector - Plan Review (2017 Code)

Number of Questions 50
Time allowed (hours) 2

Subject Area	# Quest.
Building Classification and Structure	13
Fire Safety	19
Life Safety	18

References

- **International Building Code**, 2018. ISBN: 978-1-60983-735-8. International Code Council, 4051 West Flossmoor Road, Country Club Hills, IL 60478. Available at @iccsafe.org.

1C Building Inspector - Plan Review (2021 Code)

Number of Questions	50
Time allowed (hours)	2
Subject Area	# Quest.
Building Classification and Structure	13
Fire Safety	19
Life Safety	18

References

- **International Building Code**, 2021. International Code Council, 4051 West Flossmoor Road, Country Club Hills, IL 60478. Available at @iccsafe.org.

2A Electrical Inspector One- and Two-Family Dwellings (2017 Code)

Number of Questions	50
Time allowed (hours)	2
Subject Area	# Quest.
Cabinets, Panelboards, Switchboards, Boxes, and Conduit Bodies	6
Calculations of Load	2
Calculations of Wire Size	2
Conductors and Overcurrent Protection on the Load Side of the Service	8
Lighting and Utilization Equipment	6
Service Equipment and Conductors on the Supply Side of the Service	9
Special Installations or Constructions	5
Switches, Disconnects and Controllers	3
Wiring Methods	9

References

- **International Residential Code**, 2018. International Code Council, 4051 West Flossmoor Road, Country Club Hills, IL 60478. Available @iccsafe.org
- **NFPA 70 - National Electric Code 2017**, 2017. ISBN: 978-145591277-3. National Fire Protection Association, 1 Batterymarch Park, Quincy, MA 02169-7471. Available at www.nfpa.org.

2A Electrical Inspector One- and Two-Family Dwellings (2021 Code)

Number of Questions	50
Time allowed (hours)	2
Subject Area	# Quest.
Cabinets, Panelboards, Switchboards, Boxes, and Conduit Bodies	6
Calculations of Load	2
Calculations of Wire Size	2
Conductors and Overcurrent Protection on the Load Side of the Service	8
Lighting and Utilization Equipment	6
Service Equipment and Conductors on the Supply Side of the Service	9
Special Installations or Constructions	5
Switches, Disconnects and Controllers	3
Wiring Methods	9

References

- **International Residential Code**, 2021. International Code Council, 4051 West Flossmoor Road, Country Club Hills, IL 60478. Available @iccsafe.org
- **NFPA 70 - National Electric Code 2017**, 2020. ISBN: 978-145592297-0. National Fire Protection Association, 1 Batterymarch Park, Quincy, MA 02169-7471. Available at www.nfpa.org.

2B Electrical General (2017 Code)

Number of Questions	50
Time allowed (hours)	2
Subject Area	# Quest.
Cabinets, Panelboards, Switchboards, Boxes, and Conduit Bodies	4
Calculations of Load	3
Calculations of Wire Size	3
Conductors and Overcurrent Protection on the Load Side of the Service	4
Generators other than Dwellings	1
Lighting and Utilization Equipment	4
Motors other than Dwellings	5
Service Equipment and Conductors on the Supply Side of the Service	5
Special Installations or Constructions	8
Special Occupancies	5
Switches, Disconnects and Controllers	3
Wiring Methods	5

References

- **NFPA 70 - National Electric Code 2017**, 2017. ISBN: 978-145591277-3. National Fire Protection Association, 1 Batterymarch Park, Quincy, MA 02169-7471. Available at www.nfpa.org.

2B Electrical General (2020 Code)

Number of Questions	50
Time allowed (hours)	2
Subject Area	# Quest.
Cabinets, Panelboards, Switchboards, Boxes, and Conduit Bodies	4
Calculations of Load	3
Calculations of Wire Size	3
Conductors and Overcurrent Protection on the Load Side of the Service	4
Generators other than Dwellings	1
Lighting and Utilization Equipment	4
Motors other than Dwellings	5
Service Equipment and Conductors on the Supply Side of the Service	5
Special Installations or Constructions	8
Special Occupancies	5
Switches, Disconnects and Controllers	3
Wiring Methods	5

References

- **NFPA 70 - National Electric Code 2020**, 2020. ISBN: 978-145592297-0. National Fire Protection Association, 1 Batterymarch Park, Quincy, MA 02169-7471. Available at www.nfpa.org.

2C Electrical Plan Review (2017 Code)

Number of Questions 50
Time allowed (hours) 2

Subject Area	# Quest.
Cabinets, Panelboards, Switchboards, Boxes, and Conduit Bodies	4
Calculations of Load	6
Calculations of Wire Size	3
Conductors and Overcurrent Protection on the Load Side of the Service	4
Generators other than Dwellings	1
Lighting and Utilization Equipment	4
Motors other than Dwellings	4
Service Equipment and Conductors on the Supply Side of the Service	6
Special Installations or Constructions	7
Special Occupancies	4
Switches, Disconnects and Controller	4
Wiring Methods	3

References

- **NFPA 70 - National Electric Code 2017**, 2017. ISBN: 978-145591277-3. National Fire Protection Association, 1 Batterymarch Park, Quincy, MA 02169-7471. Available at www.nfpa.org.

2C Electrical Plan Review (2020 Code)

Number of Questions 50
Time allowed (hours) 2

Subject Area	# Quest.
Cabinets, Panelboards, Switchboards, Boxes, and Conduit Bodies	4
Calculations of Load	6
Calculations of Wire Size	3
Conductors and Overcurrent Protection on the Load Side of the Service	4
Generators other than Dwellings	1
Lighting and Utilization Equipment	4
Motors other than Dwellings	4
Service Equipment and Conductors on the Supply Side of the Service	6
Special Installations or Constructions	7
Special Occupancies	4
Switches, Disconnects and Controller	4
Wiring Methods	3

References

- **NFPA 70 - National Electric Code 2020**, 2020. ISBN: 978-145592297-0. National Fire Protection Association, 1 Batterymarch Park, Quincy, MA 02169-7471. Available at www.nfpa.org.

3B Fire Protection General

This exam covers inspection requirements for building structure and fire protection systems according to the 2018 edition of the International Building Code, the 2016 edition of NFPA 13, and the 2016 edition of NFPA 72.

Number of Questions 50
Time allowed (hours) 2

Subject Area	# Quest.
Building Structure	25
Fire Protection Systems	25

References

- **International Building Code**, 2018. ISBN: 978-1-60983-735-8. International Code Council, 4051 West Flossmoor Road, Country Club Hills, IL 60478. Available at @iccsafe.org.
- **NFPA 13 - Standard for the Installation of Sprinkler Systems**, 2016. ISBN: 978-0064641791. National Fire Protection Association, 1 Batterymarch Park, Quincy, MA 02169-7471.
- **NFPA 72 - National Fire Alarm and Signaling Code**, 2016. ISBN: 978-1455911646. National Fire Protection Association, 1 Batterymarch Park, Quincy, MA 02169-7471. www.nfpa.org

3B Fire Protection General (2021 IBC)

This exam covers inspection requirements for building structure and fire protection systems according to the 2021 edition of the International Building Code, the 2019 edition of NFPA 13, and the 2019 edition of NFPA 72.

Number of Questions 50
Time allowed (hours) 2

Subject Area	# Quest.
Building Structure	25
Fire Protection Systems	25

References

- **International Building Code**, 2021. International Code Council, 4051 West Flossmoor Road, Country Club Hills, IL 60478. Available at @iccsafe.org.
- **NFPA 13 - Standard for the Installation of Sprinkler Systems**, 2019. National Fire Protection Association, 1 Batterymarch Park, Quincy, MA 02169-7471.
- **NFPA 72 - National Fire Alarm and Signaling Code**, 2019. National Fire Protection Association, 1 Batterymarch Park, Quincy, MA 02169-7471. www.nfpa.org

3C Fire Protection Plan Review

This exam covers inspection requirements for fire protection plan reviews according to the 2018 edition of the International Building Code, the 2016 edition of NFPA 13, and the 2016 edition of NFPA 72.

Number of Questions 50
Time allowed (hours) 2

Subject Area	# Quest.
Building Structure	20
Fire Protection Systems	30

References

- **International Building Code**, 2018. ISBN: 978-1-60983-735-8. International Code Council, 4051 West Flossmoor Road, Country Club Hills, IL 60478. Available at @iccsafe.org.
- **NFPA 13 - Standard for the Installation of Sprinkler Systems**, 2016. ISBN: 978-0064641791. National Fire Protection Association, 1 Batterymarch Park, Quincy, MA 02169-7471.
- **NFPA 72 - National Fire Alarm and Signaling Code**, 2016. ISBN: 978-1455911646. National Fire Protection Association, 1 Batterymarch Park, Quincy, MA 02169-7471. www.nfpa.org

3C Fire Protection Plan Review (2021 IBC)

This exam covers inspection requirements for building structure and fire protection systems according to the 2021 edition of the International Building Code, the 2019 edition of NFPA 13, and the 2019 edition of NFPA 72.

Number of Questions 50
Time allowed (hours) 2

Subject Area # Quest.
Building Structure 20
Fire Protection Systems 30

References

- **International Building Code**, 2021. International Code Council, 4051 West Flossmoor Road, Country Club Hills, IL 60478. Available at @iccsafe.org.
- **NFPA 13 - Standard for the Installation of Sprinkler Systems**, 2019. National Fire Protection Association, 1 Batterymarch Park, Quincy, MA 02169-7471.
- **NFPA 72 - National Fire Alarm and Signaling Code**, 2019. National Fire Protection Association, 1 Batterymarch Park, Quincy, MA 02169-7471. www.nfpa.org

4A Mechanical Inspector One- and Two-Family Dwellings

50

Number of Questions 50
Time allowed (hours) 2

Subject Area # Quest.
Appliances, Equipment and Distribution Systems 20
Chimneys, Vents and Air Combustion 17
Fuel Systems 13

References

- **International Residential Code**, 2018. International Code Council, 4051 West Flossmoor Road, Country Club Hills, IL 60478. Available @iccsafe.org

4B Mechanical Inspector General

Number of Questions 50
Time allowed (hours) 2

Subject Area # Quest.
Air Distribution Systems, Piping Systems 15
Appliances and Equipment 14
Venting Systems, Combustion Air, and Fuel Systems 21

References

- **International Fuel Gas Code - 2018**, 2018. ISBN: 978-1-60983-741-9. International Code Council, 4051 West Flossmoor Road, Country Club Hills, IL 60478. available @iccsafe.org
- **International Mechanical Code 2018**, 2018. ISBN: 978-1-60983-743-3. International Code Council, 4051 West Flossmoor Road, Country Club Hills, IL 60478. available @iccsafe.org

4C Mechanical Inspector - Plan Review

Number of Questions 50
Time allowed (hours) 2

Subject Area # Quest.
Air Distribution Systems, and Piping Systems 18
Appliances and Equipment 16
Venting Systems, Combustion Air, and Fuel Systems 16

References

- **International Fuel Gas Code - 2018**, 2018. ISBN: 978-1-60983-741-9. International Code Council, 4051 West Flossmoor Road, Country Club Hills, IL 60478. available @iccsafe.org
- **International Mechanical Code 2018**, 2018. ISBN: 978-1-60983-743-3. International Code Council, 4051 West Flossmoor Road, Country Club Hills, IL 60478. available @iccsafe.org

5A Plumbing Inspector One- and Two-Family Dwellings

Number of Questions 50
Time allowed (hours) 2

Subject Area # Quest.
Final Inspections 12
Rough-in Inspections 24
Underground Piping Inspections 14

References

- **International Residential Code**, 2018. International Code Council, 4051 West Flossmoor Road, Country Club Hills, IL 60478. Available @iccsafe.org

5A Plumbing Inspector One- and Two-Family Dwellings (2021 code)

This exam uses the 2021 editions of International Residential Code, International Plumbing Code, Uniform Plumbing Code and National Standard Plumbing Code.

Number of Questions 50
Time allowed (hours) 2

Subject Area # Quest.
Final Inspections 10
Rough-in Inspections 24
Underground Piping Inspections 16

References

- **International Residential Code**, 2018. International Code Council, 4051 West Flossmoor Road, Country Club Hills, IL 60478. Available @iccsafe.org
- **International Plumbing Code 2021**, 2021. ISBN: 978-1-609839628. International Code Council, 4051 West Flossmoor Road, Country Club Hills, IL 60478.
- **International Residential Code**, 2021. International Code Council, 4051 West Flossmoor Road, Country Club Hills, IL 60478. <https://shop.iccsafe.org/2021-international-residential-coder.html>
- **National Standard Plumbing Code, 2021**, 2021. Plumbing Heating Cooling Contractors, PO Box 6808, Falls Church, VA 22046.
- **Uniform Plumbing Code, 2021**, 2021. ISBN: 9781944366476. International Association of Plumbing and Mechanical Officials, 5001 E

Philadelphia St., Ontario, CA 91761.
<https://www.iapmo.org/publications/read-uniform-codes-online/>

5B Plumbing Inspector General

Number of Questions 50
Time allowed (hours) 2

Subject Area	# Quest.
Final Inspections	13
Rough-in Piping Inspections	20
Underground Piping Inspections	17

References

- **Accessible and Usable Buildings and Facilities**, 2017. American National Standards Institute, 25 West 43rd Street, 4th floor, New York, NY 10036.
- **International Plumbing Code 2018**, 2018. ISBN: 978-1-60983-745-7. International Code Council, 4051 West Flossmoor Road, Country Club Hills, IL 60478. available @iccsafe.org
- **National Standard Plumbing Code, 2018**, 2018. Plumbing Heating Cooling Contractors, PO Box 6808, Falls Church, VA 22046.
- **Uniform Plumbing Code, 2018**, 2018. International Association of Plumbing and Mechanical Officials, 5001 E Philadelphia St., Ontario, CA 91761.

5B Plumbing Inspector General (2021 Code)

Number of Questions 50
Time allowed (hours) 2

Subject Area	# Quest.
Final Inspections	13
Rough-in Piping Inspections	20
Underground Piping Inspections	17

References

- **International Plumbing Code 2021**, 2021. ISBN: 978-1-60983-962-8. International Code Council, 4051 West Flossmoor Road, Country Club Hills, IL 60478. available @iccsafe.org
- **National Standard Plumbing Code, 2021**, 2021. Plumbing Heating Cooling Contractors, PO Box 6808, Falls Church, VA 22046.
- **Uniform Plumbing Code, 2021**, 2021. ISBN: 978-1-94436647-6 International Association of Plumbing and Mechanical Officials, 5001 E Philadelphia St., Ontario, CA 91761.

5C Plumbing Inspector Plan Review

Number of Questions 50
Time allowed (hours) 2

Subject Area	# Quest.
DWV/Storm Systems	19
Fixtures and Special Systems	12
Water Service and Distribution	19

References

- **International Plumbing Code 2018**, 2018. ISBN: 978-1-60983-745-7. International Code Council, 4051 West Flossmoor Road, Country Club Hills, IL 60478. available @iccsafe.org

- **National Standard Plumbing Code, 2018**, 2018. Plumbing Heating Cooling Contractors, PO Box 6808, Falls Church, VA 22046.
- **Uniform Plumbing Code, 2018**, 2018. International Association of Plumbing and Mechanical Officials, 5001 E Philadelphia St., Ontario, CA 91761.

5C Plumbing Inspector Plan Review (2021 Code)

Number of Questions 50
Time allowed (hours) 2

Subject Area	# Quest.
DWV/Storm Systems	19
Fixtures and Special Systems	12
Water Service and Distribution	19

References

- **International Plumbing Code 2021**, 2021. ISBN: 978-1-60983-962-8. International Code Council, 4051 West Flossmoor Road, Country Club Hills, IL 60478. available @iccsafe.org
- **National Standard Plumbing Code, 2021**, 2021. Plumbing Heating Cooling Contractors, PO Box 6808, Falls Church, VA 22046.
- **Uniform Plumbing Code, 2021**, 2021. ISBN: 978-1-94436647-6. International Association of Plumbing and Mechanical Officials, 5001 E Philadelphia St., Ontario, CA 91761.

6B Elevator General (2017)

Uses the 2017 edition of NFPA 70 – National Electrical Code

Number of Questions 50
Time allowed (hours) 2

Subject Area	# Quest.
Acceptance Tests (electrical elevators, hydraulic elevators, escalators and moving walkways, platform lifts and stairway chair lifts; and other equipment	22
General Requirements and Reading Construction Documents	6
Periodic, Periodic CAT1, Periodic CAT3, and Periodic CAT5 Inspections	22

References

- **ASME A17.1 Safety Code for Elevators and Escalators (2016)**, 2016. American Society of Mechanical Engineers, Three Park Avenue, New York, NY 10016-5990. Available at www.ASME.org
- **ASME A17.2 Guide for Inspection of Elevators, Escalators, and Moving Walks (2017)**, 2017. American Society of Mechanical Engineers, Three Park Avenue, New York, NY 10016-5990.
- **ASME A18.1 Safety Standard for Platform Lifts and Stairway Chairlifts (2017)**, 2017. ISBN: 9780791871614. American Society of Mechanical Engineers, Three Park Avenue, New York, NY 10016-5990. <https://www.asme.org/codes-standards/find-codes-standards/a18-1-safety-standard-platform-lifts-stairway-chairlifts>
- **NFPA 70 - National Electric Code 2017**, 2017. ISBN: 978-145591277-3. National Fire Protection Association, 1 Batterymarch Park, Quincy, MA 02169-7471. Available at www.nfpa.org.

6B Elevator General (2020)

Based on the 2020 edition of NFPA 70 - National Electrical Code, the 2019 edition of ASME A17.1 Safety Code for Elevators and Escalators, the 2020 edition of ASME A17.2 Guide for Inspection of Elevators, Escalators, and Moving Walks and the 2020 edition of ASME 18.1 - Safety Standard For Platform Lifts And Stairway Chairlifts.

Number of Questions 50
Time allowed (hours) 2

Subject Area	# Quest.
Acceptance Tests (electrical elevators, hydraulic elevators, escalators and moving walkways, platform lifts and stairway chair lifts; and other equipment	22
General Requirements and Reading Construction Documents	6
Periodic, Periodic CAT1, Periodic CAT3, and Periodic CAT5 Inspections	22

References

- **ASME A17.1 Safety Code for Elevators and Escalators (2019).** 2019. American Society of Mechanical Engineers, Three Park Avenue, New York, NY 10016-5990. Available at www.ASME.org
- **ASME A17.2 Guide for Inspection of Elevators, Escalators, and Moving Walks (2020).** 2020. American Society of Mechanical Engineers, Three Park Avenue, New York, NY 10016-5990.
- **ASME A18.1 Safety Standard for Platform Lifts and Stairway Chairlifts (2020).** 2020. American Society of Mechanical Engineers, Three Park Avenue, New York, NY 10016-5990. <https://www.asme.org/codes-standards/find-codes-standards/a18-1-safety-standard-platform-lifts-stairway-chairlifts>
- **NFPA 70 - National Electric Code 2020.** 2020. ISBN: 978-14559229-0. National Fire Protection Association, 1 Batterymarch Park, Quincy, MA 02169-7471. Available at www.nfpa.org.

Additional Exam

The New Jersey Hotel and Multiple Dwelling Inspector exam provides an evaluation of minimum competency of inspectors of hotels and multiple dwellings. The exam is based on the New Jersey Hotel and Multiple Dwelling statute and rules and the New Jersey Uniform Fire Code. It is available for other jurisdictions that might want to use it. In the event that other jurisdictions are interested in this test, rules and regulations used in this jurisdictions could be included in future test revisions.

NJ Hotel and Multiple Dwelling Inspector

Number of Questions 50
Time allowed (hours) 3

Subject Area	# Quest.
Fire Code	20
Law	5
Life Safety (other than fire code)	10
Non-Life Safety (other than fire code and life safety)	15

References

- **Code of Federal Regulation Title 42, Chapter 132, Section 13031: Child Abuse Reporting, 2006.** Occupational Health and Safety Administration.

- **New Jersey Hotel and Multiple Dwelling Regulations (NJAC 5:10).** State of New Jersey, NJ. https://www.nj.gov/dca/divisions/codes/codereg/pdf_regs/njac_5_10.pdf
- **New Jersey Hotel and Multiple Dwelling Law, N.J.S.A. 55:13A-1 / 13A-28.** State of New Jersey, NJ.
- https://www.nj.gov/dca/divisions/codes/codereg/pdf_regs/55_13A.pdf
- **New Jersey Uniform Fire Code - Subchapter 4.** State of New Jersey, NJ.

NOTE ON REFERENCES

When checking in for your examinations the proctor or on-boarding agent (for remote testing) will permit your use of the references shown for each examination. You may use any version of the reference as long as the title of the reference is the same. Note that the answers to the questions will be based on the references outlined in this bulletin.

Additionally, you are permitted to bring in the following if applicable to your specific examination. Some of the additional publications that may be brought into the exam room include:

1. **National Electrical Code Handbook Illustrated**, National Fire Protection Association, 617.770.3000, www.nfpa.org.
2. **ICC Commentaries, (including IBC, IFC, IFGC, IRC, IPC, IMC and IPMC)**, IAPMO, 800.85.IAPMO, www.iapmo.org.
3. **ICC Expandex**, IAPMO, 800.85.IAPMO, www.iapmo.org.
4. **NFPA 13 Handbook, Standard for the Installation of Sprinkler Systems**, National Fire Protection Association, 617.770.3000, www.nfpa.org.
5. **National Standard Plumbing Illustrated**, Plumbing-Heating-Cooling Contractors-National Association (PHCC), 800.533.7694, www.phccweb.org.

TEST DAY RULES AND PROCEDURES**Check-in Deadline**

The doors to each **in-person testing center** will open at least 15 minutes before all scheduled testing appointments in order to check candidates into the testing center. You should plan to arrive early to make sure you are seated by the time the testing begins. If you arrive late, AND the testing session has already begun, YOU WILL BE TURNED AWAY, will forfeit your exam fees, and will be required to reschedule for a future testing date.

For each **Examroom.ai (remote proctoring) test session**, please plan on being online ready for check-in by your appointment time. It is not necessary to log in early.

Permitted Items

Candidates are permitted to use the following items during their written or code examinations:

- **Reference Books.** Please refer to the reference list beneath each examination description for the books or materials that may be used during the test.
- **Calculator.** You will be provided with a simple calculator on-screen that you can use during testing. The calculator has add, subtract, multiply, divide, and square root functions.

Proof of Identity

Upon arriving at the testing center, you will be required to show government-issued, photo identification. The photo ID must be current and valid. Valid forms of photo ID's are: a state issued driver license, passport, or military ID. You will also be required to sign a test center log, and will be photographed by the test center staff. If you cannot produce a valid government-issued photo ID, if you refuse to participate in signing the test center log, or if you refuse to be photographed, you will be dismissed from the testing center and forfeit all testing fees for that testing session.

Prohibited Items

No cameras, recorders, cell phones, computers, pagers, tablet computers, music players, smart watches, radios, electronic games, speed square, or any other electronic devices are allowed in the testing room. Talking and smoking are not allowed in the testing room.

Additionally, other personal items such as purses, notebooks, references or study materials, briefcases, backpacks, wallets, pens, pencils, other writing devices, food or any other items should be placed in secure storage at the testing facility.

For exam security you may also be **asked to remove** articles of clothing that may pose a security risk such as the following:

- Bulky clothing, scarves, hoodies, shawls, vests, jackets, coats, and so forth.
- Hats or headgear not associated with religious reasons.
- Any other clothing or device that may be interpreted as having the potential to compromise the testing process.

We ask that you leave all unauthorized materials in your car or vehicle. If you are caught using unauthorized materials during testing, these materials will be confiscated, your testing will be terminated with fees forfeited, and the Division will be notified of your dismissal from the exam.

Visitor Policy

No one other than the candidate will be allowed in the testing room. Non-testing visitors are NOT permitted to wait in the lobby while candidates test.

Unethical Conduct Policy

Any individual caught giving or receiving assistance during or after the exam, or caught using unauthorized materials during the exam will be reported directly to the Division. Those caught in the act of cheating will be dismissed from the exam and their testing results will be frozen. Furthermore, the candidate will forfeit the exam fees paid. Anyone caught with test questions in their possession, either during or following the exam will be prosecuted by Prov for theft of copyrighted testing materials.

Candidate Civility Expectations

We understand that taking a test can be stressful. Sometimes this stress may cause someone to visibly show their frustration during or after the testing event. While we understand the sources of the stress, we find any action that threatens our proctors or examiners to be unacceptable. If a candidate verbally or physically threatens or assaults any of our proctors or examiners, that candidate may be banned from testing for a time. The candidate's actions will be reported to the licensing board or agency. If any physical harm occurs, civil action may also be taken against the candidate.

RESULTS REPORTING

Upon completion of the written exam you will be provided with results while at the testing center.

The written exam is scored and graded against a cut-score of 70.

RETESTING POLICY

If you fail one or more of the exams, you must wait **thirty (30)** days before retaking the failed exam.

PROV'S NON-DISCRIMINATION STATEMENT

Prov provides equal access to its exams and testing programs for all eligible persons. Although individual jurisdictions that Prov represents are wholly responsible for determining eligibility of candidates, it is the policy of Prov to maintain an environment free of discrimination and to prohibit discrimination and harassment against any person on the basis of race, color, national origin, gender, religion, age, disability, political beliefs, sexual orientation, and veteran, marital or family status. Harassment of Prov program participants, proctors, staff or candidates will not be tolerated. If candidates wish to express concerns about discrimination, they should contact Prov at 801-733-4455 or write to: Prov, Inc., 150 W Civic Center Drive, Suite 601, Sandy, UT 84070.

SPECIAL ACCOMMODATIONS

Prov complies with the Americans with Disabilities Act (ADA) in providing special accommodations for candidates that require additional assistance during the testing process. If candidates feel that they qualify for a special

accommodation during testing, they should contact Prov at (801) 733-4455. Prov will require written documentation from a licensed physician or psychologist documenting the disability and further require a request describing the requested remedy. Prov will then work directly with the candidates to make the accommodations they will need in order to complete their exam.

WRITTEN EXAM TEST SITE AVAILABILITY

You may take your written exam at any one of Prov's testing centers located across the country or you may take the tests at home using Prov's Examroom® service.

What is Examroom?

Examroom is a remote test monitoring service that allows you to take your test on your own computer at your home. You schedule the test the same way you would an in-person testing site; by selecting your preferred test date and time. Then, on test day, you log into the Examroom website and request to start your exam. A test proctor will greet you over your computer, will verify your identity, take your picture, and observe you throughout the testing process.

How to decide whether to use Examroom? **Not every computer system is capable of taking a test on Examroom.** The following are the **MINIMUM** requirements that your computer system would need to meet in order to qualify to take your test using the Examroom service:

- Operating system on computer needs to be recent (less than 3-4 years old)
- Works on a MAC, PC, or Chromebook
- Need either a Chrome or Firefox browser (Chrome works best)
- Need a functioning computer web-camera and microphone
- Need a good consistent Internet connection capable of **uploading** files in excess of 3 Mbps

Please use the following links to do a system check **before you schedule** your exam to make sure your computer system will allow you to take a test using this system.

<https://examroom.ai/systemtest/>

When prompted "Permission to access camera and microphone", you must click "Allow".

If your system does not allow you to test at home, don't worry, we have some great testing locations that are not too far away.

PARTICIPATING ORGANIZATIONS

The following organizations or states are working with Prov to administer the NCPCCI examinations and recognize the results of the individual exams towards certification and licensing. Candidates may contact the individual states or organizations regarding their rules which are described below.

INDIANA

State of Indiana Department of Homeland Security Fire and Building Safety Division

Indiana Government Center South
302 West Washington Street, Room E241
Indianapolis, IN 46204
Phone: 317.232.1407
Fax: 317.233.0307
Web site: www.in.gov/dhs



The Fire and Building Safety Division (FBSB) contains several agencies, including the Office of the State Building Commissioner and the Office of the State Fire Marshal. These two offices are charged with building safety and fire prevention. Also the Division of Technical Services/Research (TSR) and the Division of Education and Information (E&I) are a part of FBSB. TSR is responsible for all code adoption statewide; E&I is responsible for providing education for building and fire officials, both state and local.

Current Indiana law does not mandate certification for fire and building inspectors.

Indiana has a Grant Program to reimburse approved local departments for education. This fund is supported from fees collected from applications for State Design Releases. The Division of Education and Information has introduced a new program, which is supported by Grant Funds, to encourage the national certification of inspectors. The program materials include code books, commentaries, and workbooks. Upon completion, the jurisdiction is reimbursed the total cost of the materials. The inspector is encouraged to become certified. The cost of the certification exam may be reimbursed in full or part, depending on availability of funds.

Voluntary NCPCCI certifications are as follows:

Voluntary Certification Classifications	Examinations Required
Building Inspector - Class 1 Structures	1B, 2B, 4B, 5B
Building Inspector - Class 2 Structures (One- and Two-Family Dwellings)	1A, 2A, 4A, 5A
Structural Inspector	1A, 1B, 1C
Plan Review	1C, 2C, 3C, 4C, 5C
Electrical Inspector	2A, 2B, 2C
Fire Inspector/Plan Review	3B, 3C
Mechanical Inspector	4A, 4B, 4C
Plumbing Inspector	5A, 5B, 5C
Elevator Inspector	6B

KENTUCKY

Commonwealth of Kentucky
Department of Housing, Buildings and
Construction

101 Sea Hero Road, Suite 100

Frankfort, KY 40601-5405

Phone: 502.573.0365

Web site: www.ohbc.ky.gov/

The certification of building inspectors in the state of Kentucky is mandated by KRS 198B.090(1)(a), which was created and designed to ensure uniform statewide enforcement of applicable state building codes. This administrative regulation establishes the testing, training, and continuing education requirements for qualifying persons to become inspectors for the enforcement of the Kentucky Building Code and to identify the level of their responsibilities for this enforcement.

An applicant seeking certification in the Kentucky Certified Building Inspectors Program shall submit a completed HBC BC/CP-1, Initial Application Form, a \$50 application fee, and written proof that the applicant has met the education/experience requirements.

An applicant shall have: Graduated from high school or earned a general education diploma; **and** three years' experience in a responsible, directly related construction position, such as a foreman, which required the ability to effectively read and interpret building plans and specifications; **or** three years' experience in an architect's or engineer's office performing building design or drafting duties; graduated from a college or university with an associate degree in a design, building technology or construction-related subject; **or** graduated from a college or university with a bachelor's degree in architecture, engineering, fire science, or building technology. An applicant shall pass an exam and furnish a copy of the certification for the appropriate test module as issued by Prov.

Upon achieving the desired or required level of certification, applicants shall attend orientation training provided or approved by the Department. Once certified, inspectors and trainees shall annually complete 12 hours of continuing education training programs approved by the Department. An inspector shall provide the Department with verification of the required continuing education on form HBC BC/CE-1, Continuing Education Verification Form. A certified inspector or trainee shall be required to pay an annual renewal fee of \$50 no later than June 30 of each year in order to maintain certification and continue to be registered.

Application or registration information may be obtain from the Office.

Certification Classifications	Examinations Required
One- and Two-Family Dwelling Inspector	1A, 4A
Building Inspector - Level I	1A, 4A, 1B, 3B
Building Inspector - Level II	1A, 4A, 1B, 3B, 4B
Building Inspector - Level III	1A, 4A, 1B, 3B, 4B, 1C, 3C, 4C
Mechanical Inspector - One- and Two-Family Dwellings	4A
Mechanical Inspector, General	4B
Mechanical Inspector and Plan Reviewer	4A, 4B, 4C

MASSACHUSETTS

Commonwealth of Massachusetts
Department of Public Safety
Board of Building Regulations and
Standards

1000 Washington Street, Suite 710

Boston, MA 02118

Phone: 617.727.7532

Fax: 617.227.1754

Web site: www.mass.gov/dps



Massachusetts General Law (MGL) Chapter 143 § 3 establishes minimum qualifications for inspector of buildings, building commissioners and local inspectors recognized in the Commonwealth. The inspector of buildings/building commissioner is the lead person in a municipal building department. An inspector of buildings/building commissioner may appoint as many local inspectors as he/she deems necessary to fulfill inspection duties of the department. Each local inspector is required to meet minimum qualifications defined by the general law prior to appointment, and each is required to be certified (if not already) within a 12-month period following initial appointment.

A candidate for certification as a **Local Inspector** must attain passing scores in all examinations required for certification (see chart below) under the National Certification Program for Construction Code Inspector (NCPCCI). A candidate for certification as an **Inspector of Buildings/Building Commissioner** must attain passing scores in all examinations required for certification as a Local Inspector **and** additionally, he/she must attain passing scores in all examinations required for certification as a Certified Building Official under the Certified Building Officials Program of the International Code Council (ICC).

Examinations Required to Become Certified as a Local Inspector:

Local Inspector	Examination Required
One- and Two-Family Dwelling General Exam	1A
Building General	1B
Fire Protection General	3B

Examinations Required to Become Certified as an Inspector of Buildings/Building Commissioner:

Inspectors of Buildings/ Building Commissioners	Examination Required
One- and Two-Family Dwelling General Exam	1A
Building General	1B
Fire Protection General	3B
Certified Building Official Technology Module	Contact ICC
Certified Building Official Legal/Management Module	Contact ICC

Once a candidate accomplishes these goals, he/she may apply to the Board of Building Regulations and Standards. Certification status must be maintained through continuing education.

NEW JERSEY

State of New Jersey
Department of Community Affairs
Division of Codes and Standards
Bureau of Code Services

101 South Broad Street, P.O. Box 816
 Trenton, New Jersey 08625-0816
 Phone: 609.984.7834

Fax: 609.984.7972

Web site:

www.state.nj.us/dca/codes/licensingunit/index.shtml

Email: codeslicensing@dca.state.nj.us



The Code Officials Licensing Unit within the Bureau of Code Services is responsible for the licensing and education of individuals as Uniform

Construction Code (UCC) officials and inspectors. The unit coordinates training programs and distributes information concerning the requirements to be a licensed code official within the State of New Jersey.

A candidate for a license of any type issued pursuant to the UCC shall submit a licensing application to the Unit accompanied by the required nonrefundable application fee. The NCPCCI examination registration form should not be construed as any part of the license application, as examinations are just one element of the overall licensing process.

In general, an applicant for licensure must satisfy three elements: background experience in the area of licensure sought; an educational component; and the relevant examination(s). There are variables in the experience and educational requirements based upon a given applicant's background. Therefore, interested parties should contact the Unit directly for more detailed information concerning licensing as a construction code official.

The following is a list of examinations required for licensure by the State of New Jersey:

New Jersey License	Examinations Required
Building Inspector RCS	1A and 4A
Building Inspector ICS	1B and 4B
Building Inspector HHS	1C
Electrical Inspector ICS	2A and 2B
Electrical Inspector HHS	2C
Fire Protection Inspector ICS	3B and 4A
Fire Protection Inspector HHS	3C
Plumbing Inspector ICS	4B and 5B
Plumbing Inspector HHS	5C
Elevator Inspector HHS	6B
Mechanical Inspector One- and Two-Family	4A and 4B
Inplant Inspector	1A, 2A, 4A and 5A

OHIO

State of Ohio

Ohio Board of Building Standards
 6606 Tussing Road • P.O. Box 4009
 Reynoldsburg, OH 43068-9009
 Phone: 614.644.2613

Fax: 614.995.0080

FaxBack: 614.728.1244

E-mail: dic.bbs@com.state.oh.us

Web Site:

www.com.state.oh.us/dico/BBS.aspx



The certification of building department personnel in the State of Ohio is administered by the Ohio Board of Building Standards.

An applicant for certification must: complete experience requirements in the area of certification sought; complete the Ohio Building Code Academy; and pass the required examinations. In addition, an applicant for a plan examiner certification must also meet professional licensing requirements. For residential certification, attending the Ohio Building Code Academy is not required.

In accordance with Section 103.3.4 of the Ohio Building Code, an applicant for non-residential and residential building department personnel certification shall pass an examination and shall furnish a copy of the certification for the appropriate class as issued by a national model code organization, or by a certification testing agency approved by the Board. An applicant may take the required examinations prior to filing an application with the Board. Applicants for Electrical Safety Inspector must receive authorization from the Board prior to taking the required examinations. If an applicant for Electrical Safety Inspector fails the examination twice, the applicant must enter into the Electrical Safety Inspector Training Program.

A candidate for a building department personnel certification shall submit an Application for Certification of Building Department Personnel – Form B, to the Ohio Board of Building Standards, accompanied by the appropriate fee. Applications may be obtained on the BBS Web Site, by calling the Board, or by calling the Board's Fax Back Service and requesting document number 102 for non-residential or document number 152 for residential.

Certification Classifications	NCPCCI Examinations Required
Master Plans Examiner	1C, 2C, 3C, 4C, 5C
Building Inspector	1A, 1B, 3B, 4B
Industrialized Unit Inspector	1A, 1B, 3B, 4B
Mechanical Inspector	4A, 4B
Fire Protection Inspector	1B, 3B
Plumbing Inspector	5A, 5B
Plumbing Plans Examiner	5C
Electrical Safety Inspector	2A, 2B
Electrical Plans Examiner	2C
Residential Building Official	1A, 4A and 2A or 5A
Residential Plans Examiner	1A and 4A or 2A or 5A
Residential Building Inspector	1A
Residential Plumbing Inspector	5A

OKLAHOMA

State of Oklahoma

Oklahoma Construction Industries Board

2401 N.W. 23rd Street, Suite 5 Oklahoma
City, OK 73107

Phone: 405.271.5217

Web site: www.cib.state.ok.us



The licensing of municipal Building and Construction Inspectors in the State of Oklahoma is administered by the Construction Industries Board.

Applicants for certification and license shall:

- Show proof of certification or licensing by a program or governmental entity approved by the Construction Industries Board and, if applying as a Plumbing or Electrical Inspector, must meet the experience provisions and trade licensure requirements of the applicable trade statutes; and/or
- Have been certified by the Committee as having passed the required examination(s). The Board shall issue a license to any person who has met the requirements of paragraph 1 and/or 2 of this subsection and who has paid the fees required by the Oklahoma Inspectors Act and has otherwise complied with the applicable requirements of the Oklahoma Inspectors Act. Provided, the Board may issue a provisional license limited to two years to enable an applicant to meet the certification requirements of this subsection. Inspector licensing fee is \$35. Penalty fee for late renewal is \$70.

Examinations shall be uniform and shall be practical in nature but shall be sufficiently strict to test the qualifications and fitness of the applicant as a building and construction inspector. The examination shall be in whole or in part in writing and shall be administered by a national certification and testing organization as approved by the Committee of Inspector Examiners.

Application forms are available by contacting the Board office or on the Board's Web site at www.cib.state.ok.us.

Licensing Categories	Examinations Required
Building Inspector – Unlimited	1A, 1B, 3B
Building Inspector – Residential	1A
Electrical Inspector – Unlimited	2A, 2B
Electrical Inspector – Residential	2A
Mechanical Inspector – Unlimited	4A, 4B
Mechanical Inspector – Residential	4A
Plumbing Inspector – Unlimited	5A, 5B
Plumbing Inspector – Residential	5A

VIRGINIA

Commonwealth of Virginia
Virginia Department of Housing & Community Development
Training & Certification Office
 Main Street Centre
 600 East Main Street, Suite 300 Richmond,
 VA 23219
 Phone: 804.371.7180
 Fax: 804.371.7092
 Web site: www.dhcd.virginia.gov

The Training and Certification Office is responsible for certification and training of Code Officials and technical assistants in accordance with the Virginia Uniform Statewide Building Code as approved by the Board of Housing and Community Development. All candidates seeking certification shall attend the Virginia Building Code Academy (Core Course), plus the applicable technical module, and provide proof of having passed the required examination(s).

Prospective and current code enforcement personnel, and others seeking certification can use the [Training and Certification Online System](#) to view the upcoming academy schedule and other related training offerings, apply for training, and view or print their individual training and certification records as well as download related forms and schedules.

Copies of the Virginia Uniform Statewide Building Code and Certification

Standards may be obtained via our Web site or by contacting the Training and Certification Office at the above address or phone number. The Department of Housing and Community Development will issue the certification to candidates who have successfully met all requirements.

Following is a list of examinations required for certification in each discipline:

Virginia Certification Classifications	NCPCCI Examinations Required
Residential Building Inspector	1A
Commercial Building Inspector	1B
Building Plans Examiner	1C
Residential Electrical Inspector	2A
Commercial Electrical Inspector	2B
Electrical Plans Examiner	2C
Fire Protection Inspector	3B
Fire Protection Plans Examiner	3C
Residential Mechanical Inspector	4A
Commercial Mechanical Inspector	4B

Virginia Certification Classifications	NCPCCI Examinations Required
Mechanical Plans Examiner	4C
Residential Plumbing Inspector	5A
Commercial Plumbing Inspector	5B
Plumbing Plans Examiner	5C
Elevator Inspector	6B
Combination Residential Inspector	1A, 2A, 4A, 5A
Combination Commercial Inspector	1B, 2B, 4B, 5B

IAPMO

**IAPMO National Certification Program
for Inspectors, Plans Examiners and Code Officials**



5001 East Philadelphia Street
 Ontario, CA 91761-2816
 Web Site: www.iapmo.org

The International Association of Plumbing and Mechanical Officials (IAPMO) was founded in 1926, with the mandate “to advance the latest and most improved methods of sanitation; to promote the welfare of and harmony between the owner, the builder, and the craftsman; to accomplish a uniformity in the application of the provisions of the ordinances; and to promulgate the mutual benefit of the members.” Since the founding members first gathered to begin writing a model code to protect the health of the people they served, IAPMO has grown to be recognized the world over for its Uniform Codes.

Beginning December 31, 2008, IAPMO will issue national certifications based on the NCPCCI examinations. Professionals seeking personnel certification do not need to be members of IAPMO to obtain a certification from IAPMO. Use the chart below to identify, register and pass the NCPCCI exams required for each desired certification.

Certification Categories	NCPCCI Exam
Commercial Building Inspector	1B, 3B
Commercial Electrical Inspector	2B
Commercial Mechanical Inspector	4B
Commercial Plumbing Inspector	5B
Commercial Combination Inspector	1B, 2B, 3B, 4B, 5B
Elevator Inspector	6B
Residential Building Inspector	1A
Residential Electrical Inspector	2A
Residential Mechanical Inspector	4A
Residential Plumbing Inspector	5A

Certification Categories	NCPCCI Exam
Residential Combination Inspector	1A, 2A, 4A, 5A
Building Inspector	1A, 1B, 3B
Electrical Inspector	2A, 2B
Mechanical Inspector	4A, 4B
Plumbing Inspector	5A, 5B
Combination Inspector	1A, 1B, 2A, 2B, 3B, 4A, 4B, 5A, 5B
Building Plans Examiner	1B, 1C, 3B, 3C
Electrical Plans Examiner	2B, 2C
Mechanical Plans Examiner	4B, 4C
Plumbing Plans Examiner	5B, 5C
Combination Plans Examiner	1C, 2C, 3C, 4C, 5C
Building Code Official	1A, 1B, 3B, 1C, 3C
Electrical Code Official	2A, 2B, 2C
Mechanical Code Official	4A, 4B, 4C
Plumbing Code Official	5A, 5B, 5C

SAMPLE TEST QUESTIONS

The questions that will appear on your licensing exam(s) are multiple-choice and you will have four options from which to choose your answer. Below are practice versions of the 50-question regular exams. When you have completed a practice test, compare your answers with those listed at the end of all the sample test questions.

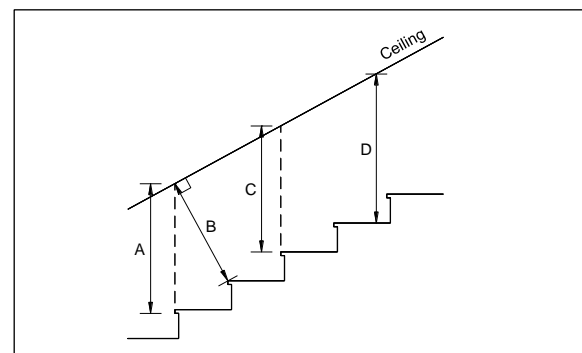
Building Inspector: One- and Two-Family Dwellings (1A)

- Which of the following statements is true about the minimum compressive strength of concrete used in single-family dwelling construction where the weathering potential is severe?
 - If used in an interior pier footing, it shall be 2,500 psi.
 - If used in the unreinforced slab of a basement floor, it shall be 3,000 psi.
 - If used in a basement wall, it shall be 3,500 psi.
 - If used in exterior porch steps, it shall be 2,000 psi.
- The maximum allowable spacing between nails attaching 1/2" gypsum wallboard to ceiling supporting members without adhesive is
 - 7"
 - 8"
 - 12"
 - 16"
- A dwelling unit within a duplex has 432 square feet of living space. The living/dining room is 10 feet by 20 feet, the kitchen is 6 feet by 11 feet, the bedroom is 6 feet by 13 feet and the bath is 5 feet by 8 feet. The unit does NOT conform to the code for which of the following reasons?
 - The bathroom is too small.
 - The living/dining room is too small.
 - The kitchen is too narrow.
 - The bedroom is too narrow.

- An attic space with a clear height of 3 feet requires an access opening of at least
 - 22 in. by 24 in.
 - 22 in. by 28 in.
 - 22 in. by 30 in.
 - 24 in. by 24 in.
- What is the minimum allowable distance from exposed earth to the bottom of a sill if the sill is made of untreated pine and is resting on a concrete exterior wall?
 - 4 in.
 - 6 in.
 - 8 in.
 - 10 in.

Building Inspector General (1B)

- The maximum allowable height for a handrail above the leading edge (nosing) of a stairway tread is
 - 38 in.
 - 36 in.
 - 34 in.
 - 32 in.
- When reinforced concrete footings are cast against the earth, the clear cover on the reinforcement shall be a minimum of
 - 1/2 the depth of the footings.
 - 4 times the diameter of the bar.
 - 2 inches.
 - 3 inches.
- The minimum compressive strength for concrete for cast-in-place piles is
 - 5,000 psi.
 - 4,000 psi.
 - 3,000 psi.
 - 2,000 psi.
- Concrete construction joints shall meet all of the following requirements EXCEPT
 - Joints in floors shall be located within the middle third of the span of beams.
 - Joints in girders shall be offset a minimum of two times the width of intersecting beams.
 - Joints shall have crossing bars which are welded.
 - Joints shall be wetted immediately before new concrete is placed.



5. Which of the measurements shown above is the one used to determine headroom?
- (A) A
 - (B) B
 - (C) C
 - (D) D

Building Inspector Plan Review (1C)

1. At a minimum, major new buildings in Milwaukee, Wisconsin shall be designed using an effective peak acceleration co-efficient (Aa) of
 - (A) <0.05
 - (B) 0.05
 - (C) 0.06
 - (D) >0.06
2. The total required width of exit doors for an area is determined by all of the following EXCEPT the
 - (A) use group classification.
 - (B) size of the area.
 - (C) maximum length of exit access travel.
 - (D) use of a complete fire suppression system.
3. All of the following uniformly distributed live loads are acceptable EXCEPT
 - (A) 150 psf for a drill room.
 - (B) 100 psf for an exterior balcony.
 - (C) 90 psf for an office lobby.
 - (D) 75 psf for a marquee.
4. Which of the following characteristics determines the use group classification of buildings?
 - (A) Location of the building on the property
 - (B) Construction type
 - (C) Occupancy
 - (D) Height
5. The fire-protective covering of structural members subject to impact damage shall be protected to a height of at least
 - (A) 4 feet.
 - (B) 5 feet.
 - (C) 6 feet.
 - (D) 7 feet.

Electrical Inspector: One- and Two-Family Dwellings (2A)

1. How many 8 AWG, Type THW conductors are permitted to be installed in a 3/4-inch flexible metal conduit?
 - (A) 2
 - (B) 3
 - (C) 4
 - (D) 5
2. A branch circuit to a detached residential garage is 10/3 AWG with ground, Type UF, protected at 30 amps. If the supply voltage is 120/240V, the minimum depth at which the cable is permitted to be buried is
 - (A) 24 in.
 - (B) 18 in.
 - (C) 12 in.
 - (D) 6 in.
3. A Type SO, 16-2, with-ground cord has an ampacity of
 - (A) 7 amps.

- (B) 10 amps.
- (C) 13 amps.
- (D) 15 amps.

4. A 14 AWG cable is pulled into a rigid nonmetallic conduit between a dwelling and an outdoor light post. If this raceway is underground, what is the minimum permitted burial depth?
 - (A) 24 in.
 - (B) 18 in.
 - (C) 12 in.
 - (D) 6 in.
5. For a dwelling unit of 1,200 square feet, the minimum number of branch circuits required to supply lighting (at 15 amp), small appliances, laundry, and a gas-fired furnace with 1/4 HP motor is
 - (A) 8
 - (B) 7
 - (C) 6
 - (D) 5

Electrical General (2B)

1. What is the maximum allowable amp rating of the primary overcurrent device for a 600V transformer with a rated primary current of 200 amps and no secondary overcurrent protection?
 - (A) 200 amps
 - (B) 225 amps
 - (C) 250 amps
 - (D) 300 amps
2. What is the minimum size electrical metallic tubing in which the twenty-six conductors listed below may be installed?
 Twelve 14 AWG, Type THHN
 Six 14 AWG, Type TW
 Eight 12 AWG, Type THHN
 - (A) 3/4 in.
 - (B) 1 in.
 - (C) 1-1/4 in.
 - (D) 1-1/2 in.
3. Insulated bushings shall be used on all conduits entering cabinets that contain ungrounded conductors equal to or larger in size than which of the following?
 - (A) 6 AWG
 - (B) 4 AWG
 - (C) 2 AWG
 - (D) 1/0 AWG
4. A location in which, under normal operating conditions, hazardous concentrations of flammable vapors exist intermittently is designated as
 - (A) Class I, Division 1
 - (B) Class I, Division 2
 - (C) Class II, Division 1
 - (D) Class II, Division 2
5. All of the following are acceptable wiring methods for service-entrance conductors EXCEPT
 - (A) Type AC cable.

- (B) Type MC cable.
- (C) rigid nonmetallic conduit.
- (D) busways.

Electrical Plan Review (2C)

1. A mobile home park is to have 34 lots. The minimum allowable size of Type THW feeder conductors supplying these lots is
 - (A) 1000 kcmil.
 - (B) 1250 kcmil.
 - (C) 1500 kcmil.
 - (D) 2000 kcmil.
2. The lighting for an auditorium consists of eighty-four 120-volt, 3.9-amp, mercury-vapor fixtures. How many 20-amp branch circuits are required?
 - (A) 17
 - (B) 19
 - (C) 21
 - (D) 23
3. The lighting and small appliance demand load for a house is calculated to be 7800 VA. The range demand load is 8000 VA. If the service is 120/240 volts, what is the service neutral load?
 - (A) 50 amps
 - (B) 56 amps
 - (C) 62 amps
 - (D) 67 amps
4. The minimum allowable operating clearance between the front of a 440V metal-clad switchgear and a concrete wall is
 - (A) 2-1/2 feet. (B) 3 feet.
 - (C) 3-1/2 feet.
 - (D) 4 feet.
5. For a 7200V circuit with a conductor temperature, 90°C and an ambient air temperature of 40°C, the allowable ampacity for a single 6 AWG copper conductor isolated in air is
 - (A) 100 amps.
 - (B) 110 amps.
 - (C) 120 amps.
 - (D) 130 amps.

Fire Protection General (3B)

1. A heat detector that has been color-coded blue shall be installed where the maximum ceiling temperature is
 - (A) 100°F.
 - (B) 150°F.
 - (C) 225°F.
 - (D) 300°F.
2. All of the following statements are true about the installation of baffles in an area containing sprinklers that are less than 6 feet apart EXCEPT:
 - (A) The baffles shall be located midway between sprinklers.
 - (B) The baffles may be made of sheet metal and may be about 8 in. wide and 6 in. high.
 - (C) The top of the baffles shall extend 2 to 3 in. above the deflectors of upright sprinklers.
 - (D) The bottom of the baffles shall extend 5 to 6 inches below the deflectors of upright sprinklers.

3. The ASTM test standard for measuring the fire resistance rating of a structural assembly is
 - (A) D635
 - (B) E84
 - (C) E108
 - (D) E119
4. A fully sprinklered indoor basketball arena with two main entrances has a total occupant load of 20,160 persons. In this situation, how many 36-inch (clearwidth) exit doors are required to accommodate the occupant load?
 - (A) 74
 - (B) 84
 - (C) 112
 - (D) 168
5. Doors located in openings in corridor walls with a 1-hour fire resistance rating requirement shall have a fire resistance rating of how many minutes?
 - (A) 20
 - (B) 30
 - (C) 45
 - (D) 60

Fire Protection Plan Review (3C)

1. The hydraulic approximation of the friction loss in a 2-1/2 inch, standard, 90 degree, black steel elbow in a dry sprinkler system is
 - (A) 4.3 equivalent feet of pipe.
 - (B) 5.2 equivalent feet of pipe.
 - (C) 6.7 equivalent feet of pipe.
 - (D) 7.6 equivalent feet of pipe.
2. When a door is fully open in a corridor, it shall not project more than
 - (A) 6 in. into the required width of the corridor.
 - (B) 7 in. into the required width of the corridor.
 - (C) 1/3 of the clear width of the corridor.
 - (D) 1/2 of the clear width of the corridor.
3. In unobstructed construction in a light hazard occupancy with a pipe scheduled system, the maximum protection area permitted for each sprinkler is how many square feet?
 - (A) 100
 - (B) 130
 - (C) 200
 - (D) 225
4. An interior finish with a flame spread rating of 150 and a smoke development rating of 300 would be classed as which of the following?
 - (A) Class I
 - (B) Class II
 - (C) Class III
 - (D) Nonclassified
5. If the primary power supply fails, a storage battery used as a secondary power supply shall have sufficient capacity to operate a local or proprietary fire alarm system for a minimum of how many hours?
 - (A) 12
 - (B) 24

- (C) 48
- (D) 60

Mechanical Inspector: One- and Two-Family Dwellings (4A)

1. The minimum allowable earth cover for the underground iron piping supplying exterior gas lamps is
 - (A) 6 in.
 - (B) 12 in.
 - (C) 18 in. or frost line, whichever is greater.
 - (D) 24 in. or frost line, whichever is greater.
2. On a system with a gas pressure of 6-inch water column and a pressure drop of 1-inch water column, the minimum size gas pipe permitted for a 30,000 Btu/h input water heater 40 feet from the regulator is
 - (A) 3/8 in.
 - (B) 1/2 in.
 - (C) 3/4 in.
 - (D) 1 in.
3. All of the following may be used to join sections of a clothes dryer exhaust duct EXCEPT
 - (A) tapes.
 - (B) screws.
 - (C) gaskets.
 - (D) spot welds.
4. A vent connector with a horizontal run of 12 feet shall have a minimum vertical rise of how many inches?
 - (A) 1
 - (B) 2
 - (C) 3
 - (D)
5. A gas-fired furnace with an input rating of 180,000 Btu/h and a gas-fired water heater with an input rating of 40,000 Btu/h are installed in an unconfined basement. The dimensions of the basement are 22 feet by 50 feet. To avoid the introduction of outside air for combustion, the minimum allowable ceiling height of the basement shall be
 - (A) 7 ft. 6 in.
 - (B) 8 ft. 0 in.
 - (C) 8 ft. 6 in.
 - (D) 10 ft. 0 in.

Mechanical Inspector General (4B)

1. Which of the following is NOT permitted in a noncombustible air ceiling plenum?
 - (A) Steel gas piping
 - (B) A metal electrical conduit
 - (C) An insulated PVC rain conductor
 - (D) A sheet-metal duct
2. If a gas furnace located in a 6-foot by 6-foot by 8-foot utility room draws combustion air from adjacent spaces, the minimum number of combustion air openings necessary is
 - (A) zero.
 - (B) one. (C) two.
 - (D) four.

3. Which of the following are permitted to provide a fuel-burning appliance with combustion air?
 - I. Inside air
 - II. Outside air
 - III. Air provided by mechanical ventilation
 - (A) I and II only
 - (B) I and III only
 - (C) II and III only
 - (D) I, II and III
4. When used as an exhaust in a spray painting booth, ductwork shall be constructed of
 - (A) anodized aluminum.
 - (B) galvanized sheet steel.
 - (C) labeled nonmetallic material.
 - (D) stainless steel.
5. In a hydronic piping system, shutoff valves shall be installed in all of the following locations EXCEPT on
 - (A) connections to a diaphragm-type expansion tank.
 - (B) the connection to any pressure vessel.
 - (C) the supply and return sides of each heat.
 - (D) both sides of a pressure-reducing valve.

Mechanical Inspector Plan Review (4C)

1. To accomplish natural ventilation, the minimum operable area to the outdoors shall be 4 percent of the
 - (A) floor area of the room or space.
 - (B) total wall area of the room or space.
 - (C) area of the exposed outside wall.
 - (D) area of the floor area and the exterior wall.
2. Which of the following statements about ceiling dampers is true?
 - (A) They shall be permanently labeled with 1/2-inch high letter coding ceiling dampers.
 - (B) They may be replaced by fire dampers in all instances.
 - (C) They shall be installed in a manner to ensure positive closing or opening.
 - (D) Multiple dampers need not be framed.
3. For a low heat appliance, the minimum allowable thickness for a 6-inch diameter chimney connector is
 - (A) .022 in.
 - (B) .028 in.
 - (C) .034 in.
 - (D) .064 in.
4. A 2-ton split system condensing unit, roof mounted, that serves a computer room four floors below shall be
 - (A) pitched to allow for proper condensate drainage.
 - (B) uniquely, permanently marked to identify the area served.
 - (C) supported by at least two approved supports.
 - (D) installed in such a manner that a leakage refrigerant will be minimized.
5. In a flexible duct, air temperature shall be less than
 - (A) 100°F.
 - (B) 150°F.

- (C) 200°F.
- (D) 250°F.

- (B) 5/8 inch
- (C) 3/4 inch
- (D) 1 inch

Plumbing Inspector: One- and Two-Family Dwellings (5A)

1. The minimum diameter of a floor drain waste outlet shall be
 - (A) 1 inch.
 - (B) 1-1/2 inches.
 - (C) 2 inches.
 - (D) 2-1/2 inches.
2. The maximum allowable vertical distance between a kitchen-sink outlet and the trap weir is
 - (A) 1 foot
 - (B) 2 feet
 - (C) 5 feet
 - (D) 6 feet
3. Which of the following shall NOT be used in a hot water distribution system?
 - (A) Polybutylene
 - (B) CPVC
 - (C) PVC
 - (D) Copper tubing
4. A water heater that depends on the combustion of fuel is permitted in which of the following locations?
 - (A) Bathroom
 - (B) Vented clothes closet
 - (C) Garage
 - (D) Bedroom
5. A relief valve shall be set to open at what minimum psi above the system pressure?
 - (A) 25 psi
 - (B) 50 psi
 - (C) 100 psi
 - (D) 150 psi

Plumbing Inspector General (5B)

1. A building drain that runs horizontally changes 90° in direction, and still runs horizontally. This change of direction is permitted to be made with
 - (A) two 1/8 bends.
 - (B) one 1/4 bend.
 - (C) a sanitary tee.
 - (D) three 1/16 bends.
2. A trap seal shall be able to withstand which of the following pneumatic pressure differentials?
 - (A) 1 foot water column
 - (B) 1 inch water column
 - (C) 1 psi
 - (D) 1 fps
3. What is the smallest water-service pipe size that is permitted to be used in a small one-room office building with a minimum number of plumbing fixtures?
 - (A) 1/2 inch

4. The minimum allowable center-to-center distance between conventional water closets is
 - (A) 15 inches.
 - (B) 24 inches.
 - (C) 30 inches.
 - (D) 36 inches.
5. When inspecting a trap, the inspector needs to check all of the following EXCEPT the
 - (A) vertical distance from the fixture outlet to the trap weir.
 - (B) distance between the trap and the vent.
 - (C) distance between the trap and the building drain.
 - (D) size of the trap.

Plumbing Inspector Plan Review (5C)

1. All of the following are requirements for sterilizer equipment EXCEPT
 - (A) the minimum allowable vent size for an instrument sterilizer is 1-1/2 inches.
 - (B) all piping shall be accessible for inspection and maintenance.
 - (C) exhaust vapors of a pressure sterilizer shall be cooled.
 - (D) the maximum allowable distance between the drain of a battery of four sterilizers and the receptor is 8 feet.
2. Which of the following is the EXCEPTION to the requirement for a separate trap?
 - (A) A dishwasher discharging into a sink tailpiece
 - (B) A washing machine discharge and a kitchen sink
 - (C) A four-compartment sink
 - (D) Two floor drains in the same room
3. A relief vent is required in a waste stack if the stack has how many branch intervals?
 - (A) 5
 - (B) 7
 - (C) 9
 - (D) 11
4. A plan shows 415 fixture units connected to a building sewer that is graded at 1/4 inch per foot. The minimum pipe size acceptable for this sewer is
 - (A) 4 inches.
 - (B) 5 inches.
 - (C) 6 inches.
 - (D) 8 inches.
5. The minimum grade in inches per foot required for a 2-inch building drain is
 - (A) 1/16 inch.
 - (B) 1/8 inch.
 - (C) 1/4 inch.
 - (D) 1/2 inch.

Elevator General (6B)

1. The maximum distance between the face of the car gate and the hoistway face of the landing door in a residence elevator is
 - (A) 3 inches.

- (B) 4 inches.
- (C) 5 inches.
- (D) 6 inches.

2. The maximum allowable relief-pressure setting for a hydraulic elevator with a known working pressure of 400 psi is
 - (A) 400 psi.
 - (B) 425 psi.
 - (C) 450 psi.
 - (D) 500 psi.
3. Which of the following devices will hold a hydraulic elevator with a rated load if the pump stops?
 - (A) Constant pressure switch
 - (B) Bypass valve
 - (C) Shutoff valve
 - (D) Check valve
4. Which of the following would NOT be a safety device on an escalator?
 - (A) Stop switch in the machinery spaces
 - (B) Speed governor
 - (C) Main drive shaft brake
 - (D) Step demarcation lights
5. Which of the following is an acceptable minimum pitch diameter for sheaves using 1/2 inch suspension ropes?
 - (A) 1 foot, 7 inches
 - (B) 1 foot, 11 inches
 - (C) 2 feet, 1 inch
 - (D) 2 feet, 5 inches

Answers to Sample Questions

Test	Answer Key
1A	1-A; 2-A; 3-D; 4-C; 5-C
1B	1-A; 2-D; 3-D; 4-C; 5-C
1C	1-A; 2-C; 3-C; 4-C; 5-B
2A	1-C; 2-A; 3-C; 4-B; 5-B
2B	1-C; 2-B; 3-B; 4-B; 5-A
2C	1-A; 2-C; 3-B; 4-C; 5-B
3B	1-C; 2-D; 3-D; 4-B; 5-A
3C	1-A; 2-B; 3-C; 4-C; 5-B
4A	1-B; 2-A; 3-B; 4-C; 5-D
4B	1-C; 2-C; 3-D; 4-B; 5-A
4C	1-A; 2-C; 3-B; 4-B; 5-D
5A	1-C; 2-B; 3-C; 4-C; 5-A
5B	1-A; 2-B; 3-C; 4-C; 5-C
5C	1-D; 2-A; 3-A; 4-B; 5-C
6B	1-C; 2-D; 3-D; 4-C; 5-B

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- After you are seated, follow all the instructions given and verify the information presented to you. This information will include your name, candidate ID, exam name, and occasionally additional testing Materials such as graphics.
- If you leave the testing room during the test, you must notify your proctor and turn in all your testing materials.
- If you take a restroom break the test time will continue to countdown and the lost time cannot be recovered.
- If your computer freezes, shuts down, or will not move to the next question notify your proctor immediately and they will be able to restart your exam without loss of available testing time.
- At the end of your test, remain seated, raise your hand and wait for the proctor to start the check-out process with you. Once all testing materials have been accounted for by your proctor, you may collect your belongings and leave the testing center.
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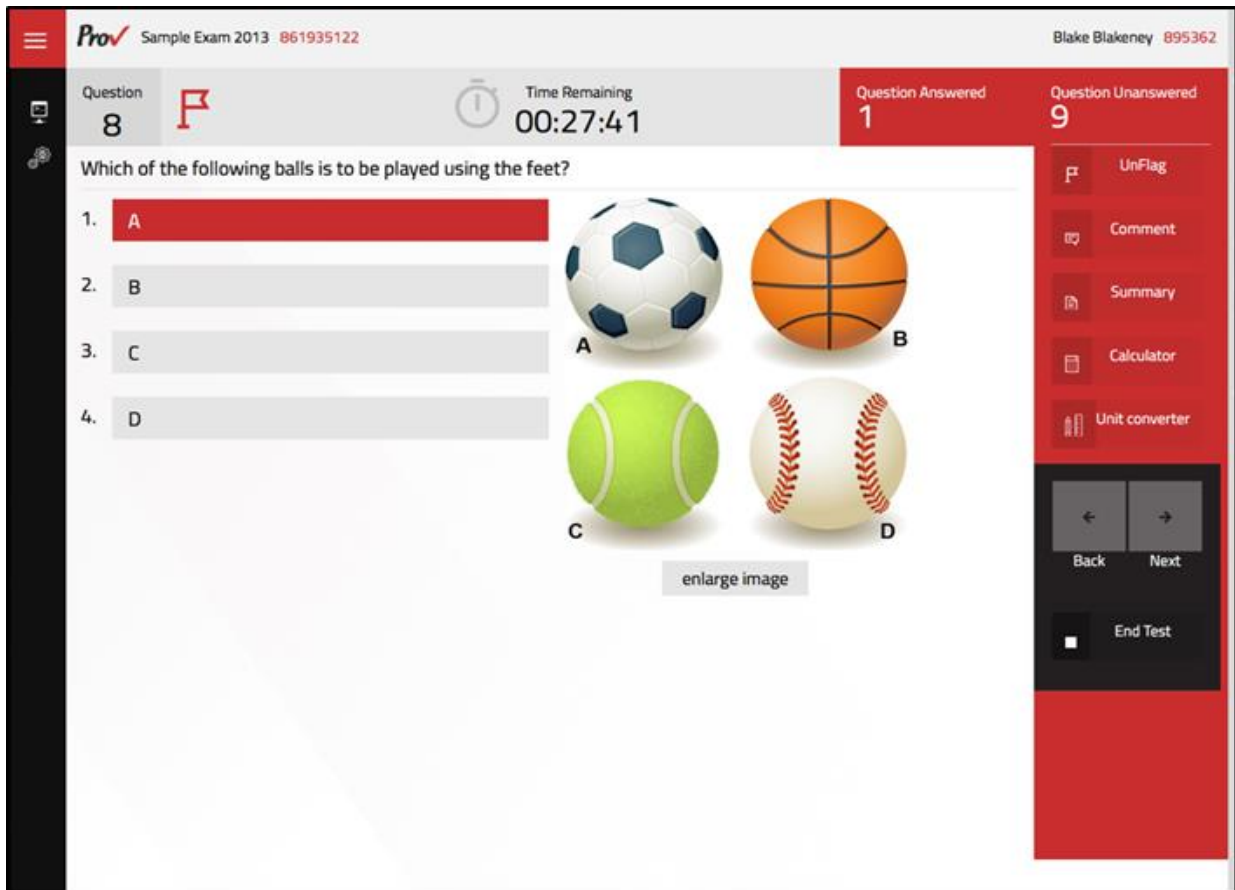
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- Photocopied versions of a reference book are ONLY permitted when stated in the Exam Details.
- Permanent tabs such as gummed tabs, self-adhesive tabs with printable inserts, or insertable tab dividers (for three ring binders only) are permitted.
- Moveable items such as repositionable tabs or Post-it notes are NOT permitted in a reference book.
- Books can have highlighting and underlining in pen only, however you cannot mark in your books during the test.
- Handwritten notes are NOT allowed in any portion of a reference book unless authorized by your licensing or certifying jurisdiction.
- Other documents (such as formula sheets or the Tom Henry and Kelly Indexes) or stickers (such as Ohm's Law) CANNOT be added, glued or taped to a reference book.

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Individuals caught giving or receiving assistance during or after the examination, or caught using unauthorized materials during the examination will be reported to the Board. Those caught in the act of cheating will be dismissed from the examination and their testing results will be frozen. Furthermore, the candidate will forfeit the examination fees paid. Finally, anyone caught with test questions in their possession, either during or following the examination will be prosecuted by Prov for theft of copyrighted testing materials.

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Computer Testing Navigation



Total number of questions	Indicated in the upper right-hand corner of the screen.
Available time	Posted in hours and minutes. The test will end automatically when Time Remaining reaches 0:00.
Selecting your answer	Use your mouse to select a number (1 , 2 , 3 , or 4). The answer is highlighted (or checked) when selected. You may change your selected answer for any question until the test is over. If you do not know the answer to a question, it is to your advantage to guess, since there is no penalty for a wrong answer.
Tracking difficult questions	Press the Flag Button to help you keep track of questions you wish to return to at a later time. Flagging questions has no impact in scoring. Press the button again to Unflag the question. You may see which questions have been flagged by clicking Summary .
Question comments	During the assessment, you may find that you have a question or concern about a particular test question. The proctor cannot answer questions about test content at any time; however, you can send a comment to Prov's Test Development Department by clicking the Comment button. Please leave a specific description. Staff will process your comments/questions within two weeks. You can refer to your candidate information bulletin for more information on how comments are processed.
Moving to a different question	Use your mouse to select the Next or Back buttons. Press Next to move forward. Press Back to move backward. You may also use your arrow keys (← →) to move forward and backward through the test.
Reviewing your progress	Press the Summary button to see a table indicating which questions are unanswered or which you have flagged.
Ending the test early	Press End Test button when you are ready to leave the test. It is recommended that you review your exam and verify there are no unanswered questions prior to ending the test.