



PROCTORED EXAM REQUEST

Phone: (317) 837-5362 Fax: (317) 837-5365

NOTE: Please email a photo for your ID card to certification@csia.org.

EXAM: CSIA Certified Chimney Sweep® CSIA Certified Dryer Exhaust Technician®

FORMAT: ONLINE - Please allow 5 business days. PAPER - Please allow 10 business days.

Exam Date _____ Exam Time _____

CANDIDATE INFORMATION

Name _____

Company Name _____

Address _____

City, State ZIP _____

Phone _____ Email _____

PROCTOR INFORMATION

Name _____

Company Name _____

Mailing Address _____

City, State ZIP _____

Phone _____ Email _____

CSIA Certified Chimney Sweep® Exams		Standard	NCSG Member	SUB TOTAL
Certification Exams – Rate includes both exams		\$479	\$279	
RETEST - After 14 days and within 12 months of failure.	RETEST ONLY - Successful Chimney Sweeping (SCS)	\$80	\$80	
	RETEST ONLY - International Residential Code (IRC)	\$80	\$80	
	RETEST ONLY - SCS and IRC Retest (Both Exams)	\$110	\$110	
CSIA Certified Dryer Exhaust Technician® Exam		Standard	NCSG Member	SUB TOTAL
Certification Exam		\$379	\$179	
RETEST (After 14 days and within 12 months of failure.)		\$80	\$80	
STUDY MATERIALS		Standard	NCSG Member	SUB TOTAL
COMPLETE CCS 3-BOOK STUDY SET – includes shipping				
1. Successful Chimney Sweeping (2011 edition)		\$495	\$365	
2. NFPA 211 (2016 edition)				
3. International Residential Code (2015 edition)				
<i>STUDY MATERIALS A la Carte (does not include shipping)</i>				
Successful Chimney Sweeping (2011 edition)		\$340	\$190	
NFPA 211 (2016 edition)		\$60	\$60	
International Residential Code (2015 edition)		\$115	\$115	
CSIA Certified Dryer Exhaust Technician Manual (2013 edition)		\$115	\$65	
Shipping for A la Carte Manuals		\$13 or \$16	\$13 or \$16	
		\$13 – Under \$75 -- \$16 – Over \$76		
<i>Indiana Residents – Add 7% Sales Tax (Materials and Shipping)</i>				
TOTAL DUE				\$

PAYMENT INFORMATION Visa MasterCard American Express Personal or Company Check

Credit Card # _____

Card Security Code: _____ Exp. Date: _____

Name on Card: _____ Signature: _____

REFUND POLICY: All refund requests must be submitted in writing. Requests submitted more than 14 days prior to the event will receive a 100% refund less an admin fee of \$50 for a 1-day class or \$100 for a 2-day to 6-day class. Any refund request submitted less than 14 days prior to the event a refund will not be granted.

For Office Use O2C C2F 2C2R
AUTH: _____
COID: _____ PROFID: _____
REC'D BY: _____ REC'D DATE: _____

Valid 9/1/18 – 8/31/19

Cancellations and Refunds Policy

All refund requests must be submitted in writing. Requests submitted more than 14 days prior to the event will receive a 100% refund less an admin fee of \$50 for a 1-day class or \$100 for a 2-day to 6-day class. Any refund request submitted less than 14 days prior to the event a refund will not be granted.