



PROCTORED EXAM REQUEST

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

NOTE: Please be sure the email used is for the individual and not the company.

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

FORMAT: ☐ ONLINE - Please allow 3-5 business days.

Exam Date _____ Exam Time _____

CANDIDATE INFORMATION

Name _____

Company Name _____

Address _____

City, State ZIP _____

Phone _____ Email _____

PROCTOR INFORMATION - ☐ College or Testing Center

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		\$489	\$289	
RETEST - After 5 days and within 12 months of failure.	RETEST ONLY – Chimney and Venting Essential (CVE)	\$80	\$80	
	RETEST ONLY - International Residential Code (IRC) 2018	\$80	\$80	
	RETEST ONLY - CVE and IRC Retest (Both Exams)	\$110	\$110	
CSIA Certified Dryer Exhaust Technician® Exam		Standard	NCSG Member	SUB TOTAL
Certification Exam		\$389	\$189	
RETEST (After 5 business 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. Chimney and Venting Essentials (2019 edition)				
2. NFPA 211 (2019 edition)				
3. International Residential Code (2018 edition)				
		\$495	\$365	
STUDY MATERIALS A la Carte (does not include shipping)				
Chimney and Venting Essentials (2019 edition)		\$340	\$190	
NFPA 211 (2019 edition)		\$60	\$60	
International Residential Code (2018 edition)		\$115	\$115	
CSIA Certified Dryer Exhaust Technician Manual (2013 edition)		\$115	\$65	
Shipping for A la Carte Manuals		\$13 or	\$13 or	
\$13 – Under \$75 -- \$16 – Over \$76		\$16	\$16	
Indiana Residents – Add 7% Sales Tax (Materials and Shipping)				
TOTAL DUE				\$

PAYMENT INFORMATION

☐ Visa ☐ MasterCard ☐ American Express ☐ Personal or Company Check

Credit Card # _____

Card Security Code: _____ Exp. Date: _____

Name on Card: _____

Signature: _____

For Office Use: O2P C2F AUTH: _____

OrgID: _____ ProfileID: _____

REC'D BY: _____ REC'D DATE: _____

Valid 9/1/2019-8/31/2020

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.