



## UL Qualified Firestop Contractor Program Examination Application

The UL Qualified Firestop Contractor examination is designed to assess knowledge of the FCIA Manual of Practice, the UL Fire Resistance Directories, and the UL Qualified Firestop Contractor Program requirements. For successful completion of the examination, individuals must obtain a correct score of 80% or better. This standard of 80% or better correct score on examination results is based on similar industry precedents and provides a benchmark of demonstrated knowledge in the subject area.

### **Eligibility**

To be eligible to sit for the examination, the examinee must be an active employee of a specialty building construction contractor conducting business in the firestop industry. A contractor is considered active in the firestop business when past, current, or pending contracts include firestop work or specifications.

### **Application Process**

Eligible examinees must complete an Examination Application in order to sit for the UL Qualified Firestop Contractor examination. Completed applications may be submitted to UL Knowledge Services for testing during scheduled examination events or to request testing outside of these dates.

For requested testing outside of scheduled dates, UL Knowledge Services staff will provide a response to the requesting party within 14 calendar days of application submittal. If the demand for testing is sufficient enough to schedule the testing event, UL Knowledge Services staff will work with the requesting party to select a date and location for exam administration. In those instances where demand for testing is not sufficient to hold a test event, UL Knowledge Services staff will notify the requesting party of the decision, provide upcoming testing dates as an alternative, and refund in full all examination fees submitted. The exam application will be maintained on file for 6 months.

Examination fees must be paid at the time of examination application submittal. In the event the examinee is unable to sit for the examination or cancels the scheduled examination event:

- All examination fees for FCIA conference events will be refunded
- Examination fees for all scheduled exam administration events outside of FCIA conferences will be retained by UL Knowledge Services. These fees will be credited towards a rescheduled examination when scheduled within 12 months of the cancellation date. Failure to reschedule examination within a 12-month period following any cancellation for events outside of FCIA conferences results in forfeiture of submitted exam fees.

# Knowledge Services



Application information will be used to create a student profile in the UL Knowledge Services Learning Management System (LMS). The student profile will be utilized to track examination results and continuing education units awarded as required to maintain a Designated Responsible Individual (DRI) status and Contractor qualification under the program.

The personal information provided in this application will NOT be shared with any 3rd parties.

**PLEASE NOTE:** You must provide positive picture identification the day of the examination in order to test.

**Examination Fees:** (as of November 2006)

Examination fees must be included with the application submittal. Fees listed are subject to change.

Examinations at FCIA Conferences: \$450.00 USD

Examinations at other locations (subject to testing demand) \$450.00 USD

**Payment options:**

- Check
- Credit Card
- Purchase order (payment must be received prior to exam date)

**Submitting Applications:**

Mail, email or \*fax completed applications to:

Attn: Meredith Carruthers  
UL LLC  
12 Laboratory Drive  
Research Triangle Park, NC 27709  
Meredith.C.Carruthers@ul.com  
Fax: 919.549.0911

**Need assistance or have questions regarding this program?**

Please call UL Knowledge Services at 1-888-503-5536 or email us at [ULKnowledgeServices@ul.com](mailto:ULKnowledgeServices@ul.com)



## EXAMINATION APPLICATION FORM

Instructions: Please complete all fields and provide information requested. Sign and date your completed application, and send to the UL Knowledge Services address indicated on the cover page.

### Individual Information:

<b>Name (first/last):</b>					
<b>Address:</b>					
<b>City:</b>		<b>State or Province:</b>		<b>Zip:</b>	
<b>Phone:</b>		<b>Email:</b>			
<b>Current Job Title:</b>					
<b>Length of Employment with Current Contractor:</b>	<b>Years:</b>		<b>Months:</b>		

### Company Information:

<b>Contractor Name:</b>					
<b>Contractor Address:</b>					
<b>City:</b>		<b>State or Province:</b>		<b>Zip:</b>	
<b>Areas of Operation:</b>					
<b>Contact Name:</b>					
<b>Contact Job Title:</b>					
<b>Contact Phone:</b>		<b>Contact Email:</b>			
<b>Contact Fax:</b>					

Requested Testing Date and Location:

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# Knowledge Services



## **Examination Results:**

Results of the examination will be mailed to you within three weeks after completion of the examination. Please indicate where you would like to receive your examination score and results.

- Personal Address                       Company Address

## **Permission Statement:**

The UL Qualified Firestop Contractor Program requires the qualified contractor to maintain a certified DRI on staff, pass annual quality inspections, and continue to meet other criteria as described in the Program documents. As such, certain information regarding the DRI status must be shared with the Contractor. Please indicate your authorization to release this information to the Contractor contact listed on this application.

- I authorize release of DRI status information to the Contractor listed.
- I DO NOT authorize release of this information (please note that failure to authorize release of DRI status information to the Contractor will preclude Contractor participation in the program)

As part of the UL Qualified Firestop Contractor Program requirements, the DRI's **first and last name** and company information may be posted to UL websites and will be visible to the general public. Please indicate your authorization to post your name to the UL websites upon successful certification as the company DRI:

- I authorize posting of my name to the UL websites.
- I DO NOT authorize use of my name.

## **Signature and Affirmation:**

I hereby attest that all information provided on this application is correct and complete and I am eligible to apply for this certification examination. I grant permission to UL Knowledge Services to make inquiries as necessary to verify my eligibility for certification. By signing and submitting this application, I also agree to be bound by the policies and procedures set forth in the UL Qualified Firestop Contractor Program Requirements document.

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Signature

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Date