

## How long does it take?

Our assessments are offered daily at hundreds of proctoring locations around the U.S.

Participants can often take an assessment within a week of requesting their exam.

There are no mandatory waiting periods for re-testing.

Qualifications are valid for three years at which time the participant re-takes the assessment to ensure they are staying up to date with current codes.

If a participant fails an assessment, they must "Request" a new assessment from our web site and pay full exam fee.

Upon passing an assessment, certificates and ID cards are automatically mailed, usually within three weeks.

We assess individuals, but require company names on ID cards so the AHJ can match the qualified individual with the company name on permits.

## CSA ID Cards

CSA is the only national fire protection testing agency that provides quality credit-card style photo ID cards which can display multiple qualifications with multiple expirations on the same card.



Lose your card? Replacement cards can be ordered and paid for on-line.

Need to change the company name on a card? Print and complete the form from web site, enclose the old card, and mail with appropriate payment. These cards are usually mailed within two days of receipt.



## Compliance Services & Assessments, LC

Assessing fire protection contractors since 2002.

[www.CSAexams.com](http://www.CSAexams.com)

Primary Business Address:  
P.O. Box 723  
Greenbrier, AR 72058

Phone: 501-712-1272  
Fax: 501-499-8384  
E-mail: [info@CSAexams.com](mailto:info@CSAexams.com)

This brochure provides a limited overview of CSA assessments. Detailed information including terms and conditions is available at [www.CSAexams.com](http://www.CSAexams.com). Information is subject to change without notice.

Compliance Services & Assessments, LC



## The Process to Getting CSA Certified

Assessments Developed for Installers

"Without Assessments, all we have are Assumptions!"

[www.CSAexams.com](http://www.CSAexams.com)

## Requesting an Assessment

Individuals, or a company representative, completes a simple one-page Internet form. To view pricing or start the process select "Request Assessment" on our web site.



Participant schedules location and date of assessment

Within 2-3 business days an email will be sent from PSI proctoring centers containing a link to schedule and pay for the assessment. The participant then selects a PSI testing location and time most convenient for them.

Assessments can be re-scheduled on-line up to three days before the exam.

Participants preparing for assessments need to review the "Test Info" page on our web site for important information. This will include study material and documents required for the exam. Participants have sixty days to take an assessment from the initial request. We suggest participants obtain all books and thoroughly study before requesting an assessment.

## The Assessment and Reports

Assessments are generally open-book. You may highlight and tab sections within your books while studying and prior to taking test. Do not mark any material during a test or you will be disqualified from exams. If used, page tabs must be permanent.

Assessments are computer based, audio / video recorded, and monitored by dedicated proctors. Participants need only a basic understanding of using a mouse to select answers and advance between screens.

Participants will know their scores immediately following the assessment.

Individuals can access their score reports from our web site. Score reports will generally provide scores by topic / subject to help with further study.

Passing score is 80%, unless indicated otherwise. Score reports should be carried as evidence of passing until ID cards and certificates are received.



Assessments are computer based.

## Other Useful Information

NFPA documents can be purchased at [www.NFPA.org](http://www.NFPA.org). We recommend using hand-books when available for a particular standard. ICC documents can be purchased at [www.ICCsafe.org](http://www.ICCsafe.org). Visit "Test Info" on our site for information on appropriate code editions and books needed for assessments.

Many companies schedule their employees so they can coordinate exam times with work flow of crews.

Some companies pay for the first exam. Some reimburse employees once the exam is passed. Some pay all exam fees.

Many companies utilize assessments in satisfying promotional requirements and may hold weekly training sessions.

There are no refunds once assessments are paid for. If a person quits before or after an exam is taken, all fees still apply. Employee reimbursement policies should be addressed by the company in advance.

Make sure employees get all study information and required documents before scheduling assessments. Some assessments require .pdf documents from our web site.