# 2006 ICC UST/AST Examination Information Bulletin

# 



International Code Council Certification and Testing Los Angeles District Office 5360 Workman Mill Road Whittier, CA 90601-2298 1-888-ICC-SAFE (422-7233)

Fax: 562-692-2845

www.iccsafe.org/certification

**ICC Mission:** Providing the highest quality codes, standards, products, and services for all concerned with the safety and performance of the built environment.

First Printing: March 2006

#### COPYRIGHT © 2006

## By INTERNATIONAL CODE COUNCIL, INC.

ALL RIGHTS RESERVED. This International Code Council UST/AST Certification Information Bulletin © is a copyrighted work owned by the International Code Council, Inc. Without advance permission from the copyright owner, no part of this publication may be reproduced, distributed, or transmitted in any form or by any means, including without limitation, electronic, optical or mechanical means (by way of example and not limitation, photocopy or recording by or in an information storage retrieval system). For information on permission to copy material exceeding fair use, please contact: Publications, Chicago Regional Office, International Code Council, 4051 West Flossmoor Road, Country Club Hills, IL 60478-5795.

Note: Information in this bulletin is accurate on the date of printing and is subject to change without prior notice.

Trademarks: "International Code Council," the "International Code Council" logo and the "International Building Code" are trademarks of the International Code Council, Inc.

Printed in the United States of America

#### Table of Contents

Introduction
Certification Categories and General Information
Examinations
Exam References and Fees
Computer-Based Testing
• Promissor Test Administration Information
• LaserGrade Test Administration Information

Examination requirements, fees and references are subject to change. Please make sure that you have the most current information before scheduling an examination by visiting our web address, www.iccsafe.org/certification/bulletin or contacting ICC at 1-888-ICC-SAFE (422-7233), ext. 33823.

# Introduction

#### International Code Council

The International Code Council<sup>®</sup> (ICC<sup>®</sup>) was established in 1994 as a nonprofit organization dedicated to developing a single set of comprehensive and coordinated national model construction codes, and to providing support services to code administrators and construction professionals worldwide. The founders of the ICC are Building Officials and Code Administrators International, Inc. (BOCA), International Conference of Building Officials (ICBO), and Southern Building Code Congress (SBCCI). Since the early 1970s, these nonprofit organizations have provided professional certification for code administration personnel.

Becoming ICC Certified is a significant professional accomplishment. The ICC credential is recognized by most code officials and state agencies. If you are seeking a state or local license, you should first contact the appropriate agency regarding specific state and local requirements.

The ICC Certification Program provides unprecedented benefits to all its candidates, including a national registry, standardized competency examinations, and the professional recognition of being certified by the organization that is *People Helping People Build a Safer World*<sup>TM</sup> — International Code Council.

ICC's Certification Program is the oldest, largest and most prestigious professional certification program in the U.S. for construction code administration and enforcement. It provides a nationally recognized credential that attests to comprehensive knowledge of construction codes and standards used by professional code enforcement personnel.

Examinations are maintained to the highest standards, which include continuous peer review by national certification committees of experienced, practicing professionals.

#### The UST/AST Certification Program

Petroleum storage tanks are regulated by federal and state laws. Many states require that tank workers be licensed or certified before being allowed to install, retrofit or decommission UST and/or AST systems or components. The ICC UST/AST Certification examinations can be used to complement state licensing programs. In some states, individuals are required to pass state-specific examinations.

This Certification Program is used as a mandatory requirement in whole or in part by the states of Arizona, Alaska, California, Nevada, Oregon, Washington, Illinois, Indiana, New Hampshire, and New Mexico. It is available as a voluntary credential in several other states where there is not yet a mandatory UST or AST licensing requirement. Anyone seeking a state or local license should first contact the appropriate licensing agency regarding specific local requirements.

## Certification Categories and General Information

#### How Certification is Achieved

Certification is achieved by successful completion of an examination.

**Step 1:** Determine the category you want to be certified in and the examination(s) you need to pass.

**Step 2:** Determine reference materials required and prepare for the examinations.

**Step 3:** Register for and pass the necessary examination(s).

**Step 4:** After passing the exam(s), you will receive a certificate and wallet card four to six weeks after the end of the month in which you passed the exam(s).

The following categories of certification are available. Categories U1 through U6 are national ICC certification categories; the remaining ones are state-specific categories. For specific information related to each category, refer to the page indicated.

#### **National Categories**

# Page U 1 ICC UST Installation / Retrofitting 9 U 2 ICC UST Decommissioning 10 U 3 ICC UST Tank Tightness Testing 10 U 4 ICC UST Cathodic Protection 11 U 5 ICC AST Installation/Retrofitting 11 U 6 ICC UST System Operator (National Exam) 12

#### State Specific Categories

	1 3	
		Page
U 7	Washington State Site Assessment Exam	13
U 8	Oregon Heating Oil Tank Supervisor	13
U 9	Oregon Soil Matrix Supervisor	14
U 0	Alaska State Specific UST Laws & Rules	14
UN	New Mexico State Specific UST Laws & Rules	14
UC	California UST System Operator (Designated UST Operator)	15
UT	California UST Service Technician	15
UI	California UST Inspector	16

#### Taking and Retaking Examinations

During any six (6) month period and for any one certification category, you may take the exam using the CBT method a total of two (2) times, if necessary, to pass the exam.

Taking the examination in one category has no effect on testing for the six-month period for another category. For example, if you take the Installation/Retrofitting examination and fail it, you would be allowed to take any other exam, for example, the Tank Tightness Testing examination, without regard to the six-month period for the Installation/Retrofitting examination.

#### **Examination Scoring**

The score for each examination is reported as a "scaled score," with 75 being the minimum passing score. This means that everyone's score has been standardized on a scale on which 75 is the minimum passing score. Unsuccessful candidates receive diagnostic information on their performance in major test content areas. The actual required passing score may be either above or below 75 percent. It is important to answer all questions for this reason.

The number of correct answers necessary to achieve a scaled score of 75 indicates a level of minimum acceptable competency as determined from systematic analysis by a committee of individuals selected because of their expertise on the subject being used for the content. To ensure that the difficulty of this exam is equal to every other exam in this category, the number of questions that you will be required to answer correctly to achieve the scaled score of 75 may be more or less than a simple 75 percent of the questions on the exam. The scaled score is established by a committee made up of practicing experts in each examination category. Your score, therefore, is based on the number of questions answered correctly relative to the difficulty level of the exam as compared to other exam forms.

Candidates who pass will be notified with the word "PASS." Those who fail will be given a numeric score and diagnostic information. Failing candidates will be provided with diagnostic information on their performance on major content areas of the exam. The diagnostic report cannot be used to calculate scores; it is a general indication only.

#### Cancellation of Scores

On rare occasions, circumstances may render examination scores invalid. ICC reserves the right to cancel or withhold any examination scores if, in its sole opinion, there is adequate reason to question their validity. Reasons are:

1. Doubts may be raised about the validity of examinees' scores because of suspected misconduct, including but not limited to, giving or receiving help; using unauthorized notes, books or papers; removing examination materials or notes from the examination room; attempting to take an examination for someone else; or inappropriately taking more than two CBT examinations within a single six-month period. In such circumstances, examinees will be expected to cooperate in an investigation of their scores. Such examinees will

- be notified of procedures developed by ICC to ensure fairness.
- Some scores may be rendered invalid because of circumstances beyond the
  examinee's control, such as faulty examination materials or mistiming. These
  situations will be investigated; when such occurrences result in cancellation of
  an examinee's scores, ICC will arrange for a makeup examination for the
  examinees concerned.
- 3. ICC has implemented procedures to minimize the potential of negative conditions at the examination site such as bad lighting, excessive noise or uncomfortable temperature conditions. In unlikely cases where such conditions may occur, it does not modify or change the required passing score. If a candidate finds unfavorable conditions at the examination site we recommend the candidate immediately notify the proctor.

#### Common Questions and Answers

## Does ICC require a candidate to have a certain level of experience or education before taking an examination?

No. Most ICC examinations are open to all individuals with no prerequisite for experience or education. ICC certification should be used as one of several measures of an individual's qualifications when screening applicants for a position. Inspectors should possess the right mix of technical knowledge, education and related experience. Because proper weighting of the relative importance of these three qualifications is a subjective decision, determining the emphasis of ICC certification is most appropriately performed at the local level by the building official. For this reason, ICC does not specify education or experience requirements for certification applicants for most categories.

#### What is the best way to prepare for an examination?

The best way to prepare for an examination is through the study of codes and standards. ICC seminars, self-study workbooks, code commentaries and textbooks may be helpful. Practice examinations for many categories are available from ICC at www.icccampus.org. However, nothing can substitute for studying the code and on-the-job experience of code use and application. You must devote the time needed to understand the code and master the ability to apply it.

#### Candidate Records Policy

The General Education Provisions Act, Section 438, as amended, and the regulations promulgated for the enforcement of the act, found at 45 Federal Register 30911 as amended at 45 Federal Register 86296, provide that all ICC certification examination candidates have certain rights in relation to their educational records. Visit ICC's website for the details of the records policy: www.iccsafe.org/certifications.

#### Test Center Procedures

- 1. Reference books and code books may not be shared by candidates.
- 2. No applicant may make any marks in reference materials brought to the center during the examination.
- 3. Scratch paper is supplied, if needed, and must be returned to the proctor when the exam is completed.
- 4. Visitors are not permitted at examination centers. Children and pets are not allowed in the test center.
- 5. The examinations are timed.
- 6. All materials brought to the examination center are subject to inspection by the proctor upon arrival and prior to leaving the examination room.
- 7. Proctors cannot comment on the content of any examination questions. To comment on any aspect of the examination, you may request a challenge form from the proctor after the examination has concluded.
- 8. Calculators are permitted provided they are silent, battery operated, without paper tape printing capabilities, and without an alphabetical keypad. Use of any other type of calculator is not permitted; violation of this rule will result in dismissal from the test center. Solar-powered calculators should not be used. Lighting conditions are such that there is usually insufficient light to power a solar calculator. Calculator malfunctions are not grounds for challenging test results or requesting additional test time.
- 9. Electronic storage, transmitting and recording devices are not permitted.
- 10. Eating or smoking of any type of tobacco products are not allowed.
- 11. Under no circumstances will you be permitted to work beyond the time allotted for the examination. You should have ample time to answer all questions and check your work.
- 12. You may not leave the room during an examination without permission from a proctor. If you need to leave the examination for any reason, no extra time will be allowed for the examination.
- 13. Candidates discovered causing a disturbance or engaging in any kind of misconduct-giving or receiving help; using notes, unauthorized books or other aids; taking part in an act of impersonation; or removing test materials or notes from the testing room-will be dismissed from the examination and will be reported.

**Note:** The test center proctors are not familiar with the content of the examinations nor are they familiar with Certification Requirements. Proctors are instructed not to advise candidates on requirements for certification.

#### Day of the Examination

Be sure to allow sufficient time to find the test center so you can arrive in time for your appointment. Late arrivals may be refused admission to test. You must bring two forms of identification with your signature, at least one of which must have

your photo (preferably a driver's license). If you do not bring the identification to the test center on your scheduled examination day, you will not be allowed to test. You will be considered absent and will be responsible for paying for the exam.

#### Materials Allowed at the Test Site

- 1. Three No. 2 pencils for any calculation work you may need to do. Scratch paper is provided.
- 2. A watch (to keep track of examination time)
- 3. An architect's scale or rule.
- 4. Magnifying glass.
- 5. Reference books. For open book exams, only the references listed in this bulletin my be used during the exam. The correct answers to the examination questions are determined exclusively by those references listed. **Photocopies of reference materials may not be used.** Notes in books, that are not in pencil, are permitted in the reference materials. Tabs that are permanently attached are also permitted. Tabbing with lose pieces of paper or adhesive notes are not permitted. Any pencil notes are not permitted and either must be highlighted or removed, prior to the examination.
- 6. Foreign-language/English dictionaries if needed.

#### How to Register a Comment or Complaint

If you have a question or desire to comment about any matter related to the testing program, please write or email to the address below:

International Code Council Los Angeles District Office 5360 Workman Mill Road Whittier, CA 90601-2298 certexam@iccsafe.org

Be sure to note the examination taken, the examination date, the center location, and your complete name and address.

All challenges filed after the exam must be filed within 60 calendar days of the examination. Your challenge must be in writing and specifically state the reason for the challenge.

#### Renewal of Certification

ICC UST certificates are valid for a period of two years. Individuals who wish to renew their certificate for an additional two-year period must do so by taking and passing the exam again.

The California UST Inspector certification has two options for renewal:

- Fulfilling continuing educational requirements approved by the State Water Resources Control Board, or
- Passing the exam again.

# Examinations



#### National Examinations

U1 UST Installation / Retrofitting

70 multiple-choice questions — Closed Book — 1%-hour time limit

For expanded outline go to: www.iccsafe.org/certification/professional

Tasks	Number of Questions	% Total	References
Site Preparation Materials Excavation, Bedding and Backfill Placement of Equipment System Lining and Retrofitting Secondary Containment Vapor Recovery Systems Tank Decommissioning and Cleaning Contaminated Soil Handling Installing Cathodic Protection Test Methods and Testing Requirements Health and Safety for UST Workers Total	10 5 8 10 4 4 1 7 8 8 70	14% 7% 12% 14% 5% 5% 3% 6% 2% 10% 11% 11% 100%	1. PEI/RP 100-(2005) "Recommended Practices for Installation of Underground Liquid Storage Systems" Petroleum Equipment Institute  2. PEI/RP 300-(2004) "Recommended Practices for Installation and Testing of Vapor Recovery Systems at Vehicle Fueling Sites" Petroleum Equipment Institute  3. One of the following:  • 2003 International Fire Code, OR  • 2003 NFPA 30 Flammable and Combustible Liquids Code AND 2003 NFPA 30A Code for Motor Fuel Dispensing Facilities and Repair Garages  Note: Questions referenced to the fire codes are referenced to both the IFC and to NFPA 30 or 30A. Either the two NFPA codes or the IFC is needed to study for the exam but not necessarily both.  4. EPA 40 C.F.R. Part 280 (1988) 280.10 - 280.74 "Technical Standards and Corrective Action Requirements for Owners and Operators of USTs"  5. EPA/910/B-92/001 Health and Safety Training for Underground Storage Tank Inspectors, Students Guide Recommended Reference: Petroleum Equipment LEXICON by Howard Upton, Published by PEI

#### Sample Examination Questions are available on the ICC Web Site

To get an idea of the type of questions to expect on the actual examination, go to www.iccsafe.org/certification, click on Examination outlines and sample questions, and scroll down to the category of your choice. Click on that category for information and sample questions.

U2 - UST Decommissioning

60 multiple-choice questions — Closed Book — 1½-hour time limit For expanded outline go to: www.iccsafe.org/certification/professional

Tasks	Number of Questions	% Total	References
Site Preparation Reporting Requirements Tank Decommissioning and Cleaning Storage and Transportation of Tanks Contaminated Soil Handling Health and Safety for UST Workers Total	11 3 20 10 4 12 60	19% 5% 33% 16% 7% 20% 100%	<ol> <li>API 1604 (1996) "Removal and Disposal of Used Underground Petroleum Storage Tanks" Available from API by calling (202) 682-8000.</li> <li>EPA 40 C.F.R. Part 280 (1988) 280.10 - 280.74 A Technical Standards and Corrective Action Requirements for Owners and Operators of USTs</li> <li>"Tank Closure Without Tears: An Inspector's Safety Guide" (1988), New England Interstate Water Pollution Control Commission</li> <li>EPA/910/B-92/001 Health and Safety Training for Underground Storage Tank Inspectors, Students Guide</li> <li>Recommended Reference: Petroleum Equipment LEXICON by Howard Upton, Published by PEI</li> </ol>

U 3 - Tank Tightness Testing 50 multiple-choice questions — Closed Book — 1-hour time limit For expanded outline go to: www.iccsafe.org/certification/professional

Tasks	Number of Questions	% Total	References
Records and Reporting Site preparation / Layout Placement of Equipment Secondary Containment Vapor Recovery Systems Test Variables & Leak Detection Testing of Piping Systems Volumetric Tank Tightness Testing Nonvolumetric Tightness Testing Health and Safety for UST Workers Total	4 3 2 2 1 11 10 7 4 6 60	8% 6% 4% 4% 22% 20% 14% 8% 12% 100%	<ol> <li>PEI/RP 100-(2005) "Recommended Practices for Installation of Underground Liquid Storage Systems" Petroleum Equipment Institute</li> <li>PEI/RP 300-(2004) "Recommended Practices for Installation and Testing of Vapor Recovery Systems at Vehicle Fueling Sites," Petroleum Equipment Institute</li> <li>EPA 600-9-86-001 Underground Tank Leak Detection Methods; A State-of-the-Art Review, Pages 46-50</li> <li>EPA 40 C.F.R. Part 280 (1988) 280.10 - 280.74 "Technical Standards and Corrective Action Requirements for Owners and Operators of USTs"</li> <li>EPA/530/UST-89/012 "Detecting Leaks, Successful Methods Step-by-Step" Chapter 4 Tank Tightness Testing Chapter 9 Piping Release Detection Methods</li> <li>NFPA 329 (1999) "Underground Leakage of Flammable and Combustible Liquids"</li> <li>EPA/625/9-89/009 Volumetric Tank Testing: An Overview</li> <li>EPA/910/B-92/001 Health and Safety Training for Underground Storage Tank Inspectors, Students Guide</li> <li>Recommended Reference: Petroleum Equipment LEXICON by Howard Upton, Published by PEI</li> </ol>

#### U 4 - UST Cathodic Protection

50 multiple-choice questions — Closed Book — 1-hour time limit For expanded outline go to: www.iccsafe.org/certification/professional

Tasks	Number of Questions	% Total	References
Ust Records and Certification Site Data, Layout & Pretest Basic Design, Identification & Inspection Galvanic Anode Cathodic Protection Impressed Current Cathodic Protection Health and Safety for UST Workers Total	4 7 11 12 11 5 50	7% 16% 22% 23% 22% 10% 100%	<ol> <li>PEI/RP 100-(2005) "Recommended Practices for Installation of Underground Liquid Storage Systems" Petroleum Equipment Institute</li> <li>EPA 40 C.F.R. Part 280 (1988) 280.10 - 280.74 "Technical Standards and Corrective Action Requirements for Owners and Operators of USTs"</li> <li>Basic Course - Appalachian Underground Corrosion Short Course, West Virginia University (2000)</li> <li>Intermediate Course - Appalachian Underground Corrosion Short Course, West Virginia University in University (2000)</li> <li>EPA/910/B-92/001 Health &amp; Safety Training for Underground Storage Tank Inspectors, Students Guide</li> <li>Recommended Reference: Petroleum Equipment LEXICON by Howard Upton, Published by PEI</li> </ol>

U 5 - AST Installation / Retrofitting 70 multiple-choice questions — Closed Book — 1½-hour time limit For expanded outline go to: www.iccsafe.org/certification/professional

Tasks	Number of Questions	% Total	References
Pre-installation Planning Foundations, Support and Protection Secondary Containment Tanks and Equipment Pumps and Valves Piping Systems Health and Safety Total	9 4 7 11 14 14 11 70	12% 6% 10% 16% 20% 20% 16% 100%	<ol> <li>PEI/RP200-(2003) Recommended Practices for Installation of Aboveground Storage Systems for Motor Vehicle Fueling</li> <li>2003 NFPA 30 Flammable and Combustible Liquids Code AND 2003 NFPA 30A Code for Motor Fuel Dispensing Facilities and Repair Garages Note: Exam questions which are referenced to the fire codes are referenced to both the IFC and to NFPA 30 or 30A. Either the two NFPA codes or the IFC is needed to study for the exam but not necessarily both.</li> <li>EPA 40 CFR 112 Spill Prevention, Control, and Counter Measure</li> <li>STI-R893-89 Recommended Practice for External Corrosion Protection of Shop Fabricated Aboveground Tank Floors</li> <li>EPA/910/B-92/001 Health and Safety Training for Underground Storage Tank Inspectors, Students Guide This is a compilation of key provisions in the federal OSHA regulations applicable to petroleum storage tank installation/ retrofitting. The health and safety exam questions are based on this reference.</li> <li>Recommended Reference: Petroleum Equipment LEXICON by Howard Upton, Published by PEI</li> </ol>

U 6 - UST System Operator\* (National Exam)
60 multiple-choice questions — Open Book — 1½-hour time limit
For expanded outline go to: www.iccsafe.org/certification/professional

Tasks	Number of Questions	% Total	References
Tanks, Piping, Containment, Monitoring Systems and Operation Authority Operating Requirements Release Detection Record Keeping Release Reporting and Confirmation Total	10 18 15 11 6 60	17% 30% 25% 18% 10%	<ol> <li>Dollars and Sense, Financial Responsibility Requirements for UST's (EPA 510-K-95-004)</li> <li>Musts for USTs, July 1995 (EPA 510-K-95-002)</li> <li>Operating and Maintaining Underground Storage Tank Systems, August 2000 (EPA 510-B-00-008)</li> <li>Straight Talk on Tanks, September 1997 (EPA 510-B97-007)</li> <li>Technical Standards and Corrective Action Requirements for Owners and Operators of USTs EPA 40 C.F.R. Part 280 (1988) 280.10 - 280.74</li> <li>Recommended Reference: Petroleum Equipment LEXICON by Howard Upton, Published by PEI</li> </ol>

It is recommended that you obtain the booklet titled *National UST System Operator Exam References*, available for purchase from ICC by calling 1-800-786-4452, containing the above five references. You will be permitted to use your own copies of these references at the exam center. (Be sure you use the National exam references and not the California reference when taking this exam.)

<sup>\*</sup> Note: There are two UST System Operator exams; a National and a California version. This is the National Operator exam based primarily on the Federal UST Laws and Rules. Be sure you are registering for the proper exam for your purposes. The California UST System Operator exam description is on page 15.

#### State Specific Examinations

U 7 - Washington State Site Assessment Exam

60 multiple-choice questions — Closed Book — 1½-hour time limit

For expanded outline go to: www.iccsafe.org/certification/professional

Tasks	Number of Questions	% Total	References
Licensing and Permits Contaminated Soil Health and Safety Background Data Field Observations Sampling Evaluate Lab Analyses and Report Results Total	4	7%	<ol> <li>Washington State Underground Storage</li></ol>
	5	8%	Tank Regulations, Chapter 173-360 WAC. <li>API 1628 (1989) "A Guide to the</li>
	9	15%	Assessment and Remediation of
	8	13%	Underground Petroleum Releases." <li>Health and Safety Training for</li>
	11	18%	Underground Storage Tank Inspectors,
	15	25%	Students Guide, EPA/910/B-92/001. <li>Underground Storage Tank Site</li>
	8	14%	Assessment Study Guide, Washington
	60	100%	State Department of Ecology

Reference 1 is available from the Washington Department of Ecology by calling (360) 407-7472. Reference 2 is available from API by calling (202) 682-8000. References Number 3 & 4 are available from ICC by calling 1-800-786-4452.

#### U 8 - Oregon Heating Oil Tank Supervisor

60 multiple-choice questions — Closed Book — 1½-hour time limit

For expanded outline go to: www.iccsafe.org/certification/professional

Tasks	Number of Questions	% Total	References
Licensing, Records and Reporting Tank Decommissioning Contaminated Soil Health and Safety for Tank Workers Site Assessment and Characterization Sampling and Evaluation Site Remediation and Closure Total	4 7 3 7 10 12 17 60	6% 11% 5% 12% 17% 21% 28% 100%	<ol> <li>API 1604 (1996) Removal and Disposal of Used Underground Petroleum Storage Tanks</li> <li>Risk-Based Decision Making For The Remediation of Petroleum-Contaminated Sites - September 29, 1999 - Oregon DEQ</li> <li>Heating Oil Tank Generic Remedy Guidance Document - January 24, 2000 - Oregon DEQ</li> <li>EPA/910/B-92/001 EPA Health &amp; Safety Training Manual for Underground Storage Tank Inspectors, Students Guide</li> <li>UST Cleanup Manual - December 2000 - Oregon DEQ - Includes:         <ul> <li>Cleanup Rules for Leaking Petroleum UST Systems - November 1998</li> </ul> </li> <li>Guidance Document for Aeration of Petroleum Contaminated Soils - April 1993</li> <li>OAR Chapter 340, Division 163 - February 17, 2000 - Licensing Requirements for Service Providers and Supervisors Providing Heating Oil Tank Services - Oregon DEQ</li> <li>OAR Chapter 340, Division 177 - Feb 17, 2000 - Heating Oil Underground Storage Tanks - Oregon DEQ</li> </ol>

Reference Number 1 is available from API by calling (202) 682-8000.

Reference Number 4 is available from ICC by calling 1-800-786-4452.
Other references, except API, are available from DEQ. Call, within Oregon, the UST HELPLINE at 1-800-742-7878, or dial direct at (503)229-6652.

#### Sample Examination Questions are available on the ICC Web Site

To get an idea of the type of questions to expect on the actual examination, go to www.iccsafe.org/certification, click on Examination outlines and sample questions, and scroll down to the examination of your choice. Click on that category for information and sample questions.

#### U 9 - Oregon Soil Matrix Cleanup Supervisor

60 multiple-choice questions — Closed Book — 1-hour time limit

For expanded outline go to: www.iccsafe.org/certification/professional

Tasks	Number of Questions	% Total	References
Licensing, Records and Reporting	5	9%	Study Information - Soil Matrix Cleanup
Contaminated Soil	7	12%	Underground Storage Tanks, March 2001
Health and Safety	10	17%	(DEQ).
Background Data	10	16%	
Site Assessment and Characterization	6	10%	
Sampling	22	36%	
Total	60	100%	

To obtain this reference, call, within Oregon the UST HELPLINE at 1-800-742-7878, or dial direct (503) 229-6652. (Installation/Decommissioning and Cathodic Protection study guides are also available from the DEQ.)

#### U 0 - Alaska State Specific Examination

35 multiple-choice questions — Open Book — 1-hour time limit

For expanded outline go to: www.iccsafe.org/certification/professional

Tasks	Number of Questions	% Total	References
Total	35	100%	<ol> <li>Alaska Underground Storage Tank Regulations 18 AAC 78 (Articles 1, 2, 4 and 9)</li> <li>Alaska Underground Storage Tank Statutes AS 46.03.360-450</li> </ol>

These references are available by contacting either the Alaska Department of Environmental Conservation at (907) 465-5200 or the Alaska Division of Occupational Licensing at (907) 465-5470. These regulations are also available on the Internet at: www.state.ak.us/dec/dspar/stp\_home.htm.

#### UN - New Mexico State Specific Examination

30 multiple-choice questions — Closed Book — 1-hour time limit

For expanded outline go to: www.iccsafe.org/certification/professional

Tasks	Number of Questions	% Total	References
Total	30	100%	Exams questions are referenced to the New Mexico State Administrative Code: Title 20, Environmental Protection, to the following Parts of Chapter 5:
			Part 1

This exam reference is available by contacting New Mexico Environment Department, Petroleum Storage Tank Bureau, 4131 Montgomery Blvd NE, Albuquerque, NM 87109 or calling (505) 841-9185.

#### UC - California UST System Operator

60 multiple-choice questions — Open Book — 1%-hour time limit

For expanded outline go to: www.iccsafe.org/certification/professional

Tasks	Number of Questions	% Total	References
Tanks, Piping, Containment, Monitoring Systems and Operation Authority Operating Requirements Release Detection Record Keeping Release Reporting and Confirmation Total	12 18 15 10 5 60	20% 30% 25% 17% 8% 100%	<ol> <li>*California Code of Regulations, Title 23, Division 3, Chapter 16, Underground Storage Tank Regulations.</li> <li>*California Health and Safety Code, Chapter 6.7, Underground Storage of Hazardous Substances</li> <li>*Operating and Maintaining Underground Storage Tank Systems, August 2000 (EPA 510-B-00-008)</li> <li>*Straight Talk on Tanks, September 1997 (EPA 510-B97-007)</li> <li>*Dollars and Sense, Financial Responsibility Requirements for UST's (EPA 510-K-95-004)</li> </ol>

<sup>\*</sup> A booklet titled *California UST Examination References*, available for purchase from ICC by calling 1-800-786-4452, containing the above five references is permitted to be used and will be provided at the test site for use during the exam. References 1 through 5 are also available at this website: http://www.waterboards.ca.gov/ust/training/exams.html

#### UT - California UST Service Technician Examination

60 multiple-choice questions — Closed Book — 1 ½-hour time limit

For expanded outline go to: www.iccsafe.org/certification/professional

Tasks	Number of Questions	% Total	References
UST Service Technician Qualifications UST Systems Monitoring Equipment Containment Testing Health and Safety Total	7 17 19 7 10 60	12% 28% 32% 12% 16% 100%	<ol> <li>*California Code of Regulations, Title 23, Division 3, Chapter 16, Underground Storage Tank Regulations.</li> <li>*California Health and Safety Code, Chapter 6.7, Underground Storage of Hazardous Substances</li> <li>*Operating and Maintaining Underground Storage Tank Systems, August 2000 (EPA 510-B-00-008)</li> <li>*Straight Talk on Tanks, September 1997 (EPA 510-B97-007)</li> <li>EPA 910/B-92/001 Health and Safety Training for Underground Storage Tank Inspectors, Students Guide</li> <li>PEI RP-100 (2005) Recommended Practices for Installation of Underground Liquid Storage Tanks</li> <li>PEI RP-300 (2000) Recommended Practices for Installation and Testing of Vapor Recovery Systems at Vehicle Fueling Sites</li> </ol>

<sup>\*</sup> References are available from ICC by calling 1-800-786-4452. References 1 through 4 are also available at this website: http://www.waterboards.ca.gov/ust/training/exams.html

UI - California UST Inspector Examination 60 multiple-choice questions — Open Book — 1½-hour time limit For expanded outline go to: www.iccsafe.org/certification/professional

Tasks	Number of Questions	% Total	References
UST Inspector Qualifications UST System Components and Design Compliance Inspection and Administration Procedures Periodic Testing and Evaluation of UST Systems Health and Safety UST Installation, Closures, Repairs, Upgrades and Modifications Education and Enforcement Total	4 6 17 15 3 10 5 60	7% 10% 28% 25% 5% 17% 8% 100%	<ol> <li>*California Code of Regulations, Title 23, Division 3, Chapter 16, Underground Storage Tank Regulations.</li> <li>*California Health and Safety Code, Chapter 6.7, Underground Storage of Hazardous Substances</li> <li>*California Code of Regulations, Title 8</li> <li>*Operating and Maintaining Underground Storage Tank Systems, August 2000 (EPA 510-B-00-008)</li> <li>*Straight Talk on Tanks, September 1997 (EPA 510-B97-007)</li> </ol>

<sup>\*</sup> A booklet titled *California UST Examination References*, available for purchase from ICC by calling 1-800-786-4452, containing the above five references is permitted to be used and will be provided at the test site for use during the exam. References 1 through 5 are also available at this website: http://www.waterboards.ca.gov/ust/training/exams.html

# Exam References and Fees

#### UST/AST Exam References and Order Number

To order call 1-800-786-4452 or go to www.iccsafe.org - "ICC Store"

Year	Reference	ICC I	Product #	Year	Reference	ICC Product i	
		Soft	Loose Leaf			Soft	Loo Lea
2003	International Fire Code	3400S03	3400L03	2004	California UST Examination	1375S04	
1996	API 1604 Removal and Disposal of Used Underground Petroleum Storage Tanks		ces available can Petroleum 20 L Street,		References:  • State Water Resources Control Board Underground Storage Tank Regulations, Title 23, CA Code of		
1996	API 1628 A Guide to the Assessment and Remediation of Underground Petroleum Releases	N.W., Wash 20005, (202			Regulations, Chpt 16  CA Code of Regulations, Title 8  CA Codes, Chapter 6.7 Health and		
2000	EPA 40 CFR Part 112 Spill Prevention, Control and Counter Measure	9114S00			Safety Code, Underground Storage of Hazardous Substances  • Operating and Maintaining		
1988	EPA 40 CFR Part 280; 280.10-280.74 Technical Standards and Corrective Action Requirements for Owners and Operators of USTs	9120S88			Underground Storage Tanks Systems, Aug. 2000 (EPA 510-B-00-008)  • Straight Talk on Tanks, Sept. 1997 (EPA 510-B-97-007)  • Dollars and Sense, Financial		
1989	EPA/625/9-89/009 Volumetric Tank Testing: An Overview	9124S89		2003	Responsibility Requirements for UST's (EPA 510-K-95-004)	1370S03	
2000	EPA/910/B-92/001 Health and Safety Training for Underground Storage Tank Inspectors, Students Guide	1373L00			(Exam Reference)  • Dollars and Sense, Financial Responsibility Requirements for UST's (EPA 510-K-95-004)  • Musts for USTs, July 1995 (EPA 510-K-95-002)  • Operating and Maintaining Underground Storage Tanks Systems, August 2000 (EPA 510-B-00-008)  • Straight Talk on Tanks, Sept. 1997 (EPA 510-B-97-007)  • Technical Standards and Corrective	1370303	
2003	NFPA 30 Flammable and Combustible Liquids Code	9427S03					
2003	NFPA 30A Code for Motor Fuel Dispensing Facilities and Repair Garages	9428S03					
1999	NFPA 329 Underground Leakage of Flammable and Combustible Liquids	9118S99					
2005	PEI/RP 100 Recommended Practices for Installation of Underground Liquid Storage Systems	9122S00		1995	Action Requirements for Owners and Operators of USTs EPA 40 C.F.R. Part 280 (1988) 280.10-280.74 Petroleum Equipment LEXICON by	9116S95	
1999	PEI/RP 200-03 Recommended Practices for Installation of	9115S99		_   1995	Howard Upton, published by PEI (Recommended)	9110595	
	Aboveground Storage Systems for Motor Vehicle Fueling			1988	Tank Closure Without Tears: An Inspector's Safety Guide, published by	9123S88	
2004	PEI/RP 300-04 Recommended Practices for Installation and Testing of	9117S04			the New England Interstate Water Pollution Control Commission		
	Vapor Recovery Systems at Vehicle Fueling Sites			2003	Tank Tightness Testing (Exam Reference)	1371S03	
1989	STI-R 893-89 Recommended Practice for External Corrosion Protection of Shop Fabricated Aboveground Tank	9125S89		1994	EPA/600/2-86/001     EPA/530/UST-89/012  Underground Storage Tank Site	1372S94	
2000	Floors  Basic Course—Appalachian Underground Corrosion Short Course, West Virginia University, Morgantown, WV	9112S00			Assessment Study Guide, WA State Dept. of Ecology, Reprinted by permission of D.O.E.		
2000	Intermediate Course— Appalachian Underground Corrosion Short Course, West Virginia University, Morgantown,	9113S00					

#### Exam Fees

Exam ID	Exam	Examination Fee
U1	ICC UST Installation/Retrofitting	\$75
U2	ICC UST Decommissioning	\$75
U3	ICC UST Tank Tightness Testing	\$75
U4	ICC UST Cathodic Protection	\$75
U5	ICC AST Installation/Retrofitting	\$75
U6	ICC UST System Operator (National Exam)	\$75
U7	Washington State Site Assessment Exam	\$75
U8	Oregon Heating Oil Tank Supervisor	\$75
U9	Oregon Soil Matrix Supervisor	\$75
U0	Alaska State Specific UST Laws & Rules	\$45
UN	New Mexico State Specific UST Laws & Rules	\$45
UC	California UST System Operator (Designated UST Operator)	\$75
UT	California UST Service Technician	\$75
UI	California UST Inspector	\$75

## Computer-Based Testing

ICC certification examinations are administered using a computer-based-testing (CBT) method. The CBT examinations are administered for ICC by two separate CBT services: Promissor and LaserGrade. There is no difference in the fees, exam content or length of exam between the two exam providers. Each CBT provider has separate locations. You must choose which exam provider you wish to register with. Promissor information begins here on page 19. LaserGrade Information begins on page 27.

The examination results are reported to ICC and certificates and wallet cards are issued by ICC based on the score information provided by the CBT provider. Although the certificate and wallet card are not mailed to you by ICC until up to four weeks after you took the examination, the CBT provider issues an official score report letter immediately upon completion of the examination at the test center.

**Note:** For Illinois UST licensing, you must take the exam using Promissor since your photo is required on the score report letter you receive at the conclusion of your exam.

#### Promissor Test Administration Information

To make a reservation, call Promissor at: **1-800-275-8301**. Customer care reservations and customer service lines are open Monday through Friday from 8:00 a.m. to 11:00 p.m. (Eastern Time), Saturday from 8:00 a.m. to 5:00 p.m., and Sunday from 10:00 a.m. to 4:00 p.m.

When you call to make your examination reservation, a representative will help you select the optimal test date and location for your schedule, provide instructions and directions, and give your examination reporting time. Walk-in testing **is not** available.

You may make an exam reservation up to one business day prior to your desired exam date, depending on space availability at the test center.

Have the following information available when you call to make an examination appointment:

- 1. Your full name, address, social security number, home and work telephone number.
- 2. The examination date and location of the area you desire.
- 3. Exam ID and title. Refer to page 18 of this bulletin for exam IDs, titles and fees.

- 4. Your score report ( if you are retaking the examination).
- 5. Your credit card or payment information.

#### Test Site Information

To locate test sites in your area, see page 23.

#### Payment Policy

Examination fees must be paid by credit card, debit card (issued through VISA or MasterCard) or electronic check at the time a reservation is made, NOT at the test center. Candidates who do not have or do not wish to use a credit card, debit card, or personal checking account may choose to prepay their examination fees. These candidates should first call Customer Care to obtain a candidate ID number and a Promissor voucher Request Form. Promissor will process mailed requests within ten business days, and will notify candidates by mail when processing is complete. Candidates may then make a reservation.

#### Taking the Examinations

Examinations are administered on a personal computer (PC). Candidates are not required to have any computer knowledge to take the examination on the PC. Before you begin your test, you may take up to 15 minutes to practice with the sample questions. Timing of the examination does not begin until you look at the first question of the actual examination. You will be allowed to change your answers, mark answers for review, go back to skipped questions and, time permitting, review your test.

#### **Examination Dates**

The examinations are administered nationally, Tuesday through Saturday, with the exception of national holidays or holiday weekends. Testing sessions are generally held at 8:00 a.m. and 1:00 p.m. Some test centers are open daily, while others are open on specific days of the week. In some locations, exams are administered on a monthly basis. Promissor's offices are closed in observance of the following holidays:

Jan. 1-2 (New Year's)	Sept. 2-4 (Labor Day)
Jan. 16 (M.L. King Jr. Day)	Oct. 9 (Columbus Day)
Feb. 20 (President's Day)	Nov. 23-26 (Thanksgiving,
Apr. 14-16 (Spring Holiday)	Dec. 23-26 (Christmas)
May 27-29 (Memorial Day)	Dec. 30-31 (New Year's)
July 1-4 (July 4th Holiday)	

#### Inclement Weather or Other Emergencies

Test administrations will be delayed or canceled only in emergencies. If severe weather or a natural disaster makes the test center inaccessible or unsafe, the test administration may be canceled. Call Promissor at 1-800-274-2615.

#### How to Change an Examination Appointment

To change or cancel your reservation without monetary penalty, you must notify Promissor two business days before your scheduled examination. When this is done, the fee from your first appointment will be applied to your new test date. If you call Promissor less than two business days before your scheduled examination, you will be charged the full examination fee. The fee from your first appointment will be owed in addition to the fee for the new test date.

#### To Cancel Without Monetary Penalties

You must cancel or change you appointment by:	If your examination is scheduled for the following:
Wednesday	Saturday
Thursday	Tuesday
Friday	Wednesday
Monday	Thursday
Tuesday	Friday

#### If You are Absent from Your Reserved Examination

There are no refunds for examinations not taken. All candidates seeking excused absences must submit written verification and supporting documentation of the situation to Promissor within 14 days of the original examination date. Illness excuses must be written by the attending physician. Inclement weather is not acceptable as an excused absence. If, on the day you are scheduled to test, you are unable to attend the examination for which you were scheduled, you may be excused without monetary penalty for the following reasons:

- 1. Documented illness, either yourself or immediate family member;
- 2. Death in the immediate family;
- 3. Disabling traffic accident;
- 4. Court appearance or jury duty; or
- 5. Military duty.

If you are absent from an examination that you were scheduled to attend, and you did not reschedule or cancel according to the policy, you will owe Promissor the full examination fee for that missed examination. You will not be permitted to take future exams until the fee owed Promissor for the previous missed examination has been paid.

#### Test Results

After completing the test, candidates will raise their hands and the assessment center manager will retrieve the unit for immediate scoring. Failing candidates will be provided with diagnostic information on their performance on major content areas of each examination taken. This information is not used to determine whether a candidate passes or fails; it is for self-evaluation only. Candidates who pass will be notified with the word "PASS". Refer to Examination Scoring on page 4.

#### Special Arrangements and Services

Promissor certifies that it shall comply with the provisions of the Americans with Disabilities Act (ADA). If you need special arrangements for testing, you may ask for special testing services. All examination sites have access for candidates with disabilities.

Promissor will provide auxiliary aids and services, except where it may fundamentally alter the examination or results. It is recommended that you submit a written request for special test arrangements and services approximately two to three weeks in advance of your desired test date. In addition, candidates should indicate when registering for re-examination that special arrangements were made or services used for the prior test administration and that these services will be needed again for the upcoming test date.

Promissor is equipped with TDD (Telecommunications Devices for the Deaf) to assist deaf and hearing-impaired candidates. TDD calling is available during standard business hours through a special Promissor toll free number, 1-800-274-2617. This phone number is for express use by candidates with compatible TDD equipment.

Promissor will determine the time and place of specially arranged examinations and confirm these arrangements with the candidate directly. In some cases there may be an additional fee for special arrangements.

In the event that an examination is offered only on Saturdays, candidates who cannot take the examination for religious reasons may request a non-Saturday test administration. Such a request must be put in writing on official stationery by your religious advisor and sent via fax machine, or mailed to Promissor. Non-Saturday testing for this circumstance is done only on a prearranged basis.

## **Promissor Computer Based Testing Locations**

AK	Anchorage, Fairbanks, Juneau	MT	Belgrade, Big Timber, Billings, Helena, Kalispell, Missoula		
AL	Hoover/Birmingham, Mobile, Montgomery, Vinemont	NC	Asheville, Bismark, Huntersville, Minot, New Bern,		
AR	Jonesboro, Little Rock, Newport, Springdale, Texarkana	ND	Pinehurst, Raleigh, Statesville, Wilmington		
AZ	Phoenix, Tucson	ND	Fargo		
CA	Bakersfield, Carlsbad, Colfax, Eureka, Fresno, Glendale,	NE	Crete, Grand Island/Kearney, Lincoln, Omaha		
	Hanford, Oakland, Oxnard, Redding, Riverside, Sacramento, San Diego, Santa Maria	NH	Berlin, Concord, Lebanon		
СО	Colorado Springs, Denver, Durango, Grand Junction, Greeley, Pueblo, Wheat Ridge	NJ	Cedar Knolls, Edison, Fairfield, Hamilton Township, Millburn/Springfield, Mt. Laurel, Northfield, Toms River		
СТ	Danbury, Manchester, Plainville	NM	Albuquerque, Farmington, Roswell, Santa Fe		
DC	Washington DC	NV	Las Vegas, Reno		
DE	Dover, New Castle	NY	Amherst/Buffalo, Garden City, Latham/Albany, New York, Rochester, Syracuse, White Plains		
FL	Boynton Beach, Coral Gables, Fort Lauderdale, Fort Lauderdale 2, Fort Myers, Fort Myers 2, Gainesville,	ОН	Beechwood, Cleveland/ N. Olmsted, Cincinnati, Columbus, Dayton/Miamisburg, Defiance, Fairlawn		
	Hollywood, Jacksonville, Lake Mary, Lakeland, Melbourne, Miami, Miami 3, Orlando, Ormond Beach, Pensacola,	OK	Ardmore, Oklahoma City, Tulsa		
	Sarasota, St. Petersburg, Tallahassee, Tampa	OR	Eugene, Medford, Portland/Tigard, Redmond		
GA	Athens, Augusta, Macon, Marietta North, Norcross, Savannah, Tifton	PA	Allentown, Bala Cynwyd, Harrisburg, Pittsburgh, Reading, Scranton, Shippenville		
HI	Honolulu, Kahului (Maui), Lihue (Kauai), Waikoloa (Hawaii)	RI	East Providence		
IA	Des Moines, Dubuque, Sheldon, Sioux City	SC	Anderson, Charleston, Columbia, Greenville, Huron, Myrtal		
ID	Boise, Coeur d'Alene, Pocatello		Beach, Watertown		
IL	Carterville, Chicago, East Moline, Oak Brook, Schaumburg,	SD	Sioux Falls		
IN	Springfield  Bloomington, Evansville, Ft. Wayne, Gary, Indianapolis,	TN	Chattanooga, Jackson, Johnson City, Knoxville, Memphis, Nashville, Shelbyville		
	Marion, Muncie, Richmond, Terre Haute, Vincennes, West Lafayette	TX	Abilene, Amarillo, Arlington, Austin, Beaumont, Corpus Christi, Dallas/Plano, El Paso, Houston, Lubbock, McAllen,		
KS	Garden City, Hays, Overland Park, Topeka, Wichita		Midland, San Antonio, Tyler, Waco, Wichita Falls		
KY	Lexington, Louisville	UT	Midvale, Ogden, Provo		
LA	Baton Rouge, Lafayette, Monroe, Shreveport	VA	Abingdon, Big Stone Gap, Falls Church, Lynchburg, Norfolk, Richmond, Roanoke, Winchester		
MA	Boston, North Dartmouth, West Springfield, Woburn, Worcester	VT	Burlington, Montpelier		
MD	Crofton, Cumberland, Frederick, Hagerstown, Parkville	WA	Everett, Kennewick (Pasco), Lacey (Olympia), Port Orchard, Spokane, Tukwila/Seattle, Vancouver, Wenatchee, Yakima		
ME	Augusta, Bangor, Fairfield, Portland	WI	Eau Claire, Elm Grove, Green Bay, Madison, Sparta,		
MI	Battle Creek, Bingham Farms, Grand Rapids, Kalamazoo, Lansing, Marquette, Ottawa Lake		Wausau		
MN	Duluth, Edina, Moorhead, Rochester, St. Cloud, Thief River Falls, Willmar, Woodbury	WV	Beckley, Dunbar (Institute), Morgantown  Gillette, Sheridan, Cheyenne		
MO	Independence, Kirksville, St. Ann, Springfield, Warrensburg		CATIONS ARE SUBJECT TO CHANGE WITHOUT NOTICE		
MS	Cleveland, Hattiesburg, Jackson, Tupelo, Vicksburg	Visit www.iccsafe.org/certification for up-to-date site information			
		V 13			



## **Notice to Candidates**

Promissor (formerly known as CAT\*ASI) will soon introduce several changes to the examination procedures for the programs it administers. These changes, which will occur program by program over the next few months, are:

#### ELECTRONIC EXAMS

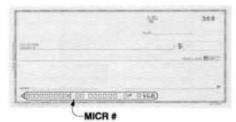
Examinations will be administered on a PC, not the EXPro system. Candidates are NOT required to have any computer knowledge to take the examination on the PC, nor will the examination itself be any more or less difficult than an examination taken on EXPro.

#### **EXAM FEES**

Examination fees must be paid by credit card, debit card (issued through VISA or Mastercard), voucher or electronic check at the time a reservation is made, *not* at the assessment center. Candidates who choose to pay the fee by electronic check must have a personal checking account, and must be prepared to provide to Promissor at the time of reservation the following information:

- Bank name
- Magnetic Ink Character Recognition (MICR) number (as illustrated below)
- · Name and address on the account

- Social Security number or driver's license number
- Next available check number



Using this information, Promissor can obtain payment from the candidate's bank account just as if the candidate had submitted an actual paper check. Promissor has security measures in place to protect all candidates who pay examination fees by credit card, debit card or electronic check.

Candidates who do not have or do not wish to use a credit card, debit card, or personal checking account may pre-pay their examination fees and receive a voucher number to use when they contact Promissor to make a reservation. These candidates should send to Promissor a Voucher Request Form (found on the reverse of this page), along with a company check or money order (made payable to "Promissor") for the amount of the examination fee. Promissor will send a voucher number by mail or email within seven (7) days of receipt of the form and payment. Candidates may then make a reservation.

#### REFUNDS/TRANSFERS

Under normal circumstances, examination fees are refundable only if a reservation is canceled within the time frame specified in the program handbook. Candidates who cancel their examinations within this time frame may choose to forgo a refund and apply the fee to a future examination. Candidates who require a refund should make a request to Promissor by telephone (using the Customer Care telephone number found in the program handbook). Refunds for fees paid by credit cards and debit cards are immediate, while paper refunds for electronic checks and fees paid by voucher will be processed within 2-3 weeks.

#### FAX RESERVATIONS

The Fax Reservation Form has been updated to allow for the new payment options. When the new payment options become active, candidates should use the form on the reverse of this page instead of the form that appears in the program handbook.

#### FOR MORE INFORMATION

Candidates may contact Promissor Customer Care at the number listed in the program handbook with any questions about electronic examinations or the payment of examination fees.

PROMISSOR			servation ease print clo	on Forn	n
Today's date:	Time of Day:	Candida	ate/Sponsor Sign	ature:	, a para se
Last Name:		First Na	ame:		Initial:
Birth Date: : / /	Social Security Num	ber:	You	Fax #: (	)
Address:					
City:	State:	ZIP:	Telephone	:( )	
Program (insurance, nurse aide,	etc.):			State:	
Assessment Center Code:		Exam Session:	_am ⊔pm	Exam Date:	/ /
1st Exam Code:	2 <sup>nd</sup> Exam Code:	2 <sup>nd</sup> Choice:	am   pm	Exam Date:	/ /
School Code:	May we register you for				es □no
Credit Card Payments:  U MasterCard U VISA  Card #:	5 5 5 5 5 5 5 € 5 5 5 5 5 5 5 5 5 5 5 5	Bank Name MICR #:		7731	
Expiration Date: / /		Next Available Check #: Name/Address on Account: (if different from above)			
For Promis Promissor ID# Assigned:	sor Use ONLY				
Reservation Date: / /	Time: TC#:	Voucher #	:		

Fax to Promissor at (888) 204-6291.

PROMISSOR	Voucher Request Form (Please print clearly)				
Last Name:	First Name: Initial:				
Address:					
City:	State:	ZIP:	Payment Type:	☐ Money Order ☐ Company Check	
Day Phone: ( )		Even	ing Phone: (		
Email Address (if you want the voucher # emailed to you):					
Program (insurance, nurse aide, etc.):				State:	
Name of Examination:					
Make all checks payable to "Promisso Philadelphia, PA 19101-1508.	or" and mail t	his form to: Pi	omissor, c/o AP Vo	ucher Program, PO Box 41508,	

#### LaserGrade Test Administration Information

#### LaserGrade Exam Registration

To make a reservation, call LaserGrade at 1-800-211-2754 between 6:00 a.m. and 5:00 p.m. Pacific time, Monday through Friday; 6:00 a.m. to 2:00 p.m. on Saturday. A representative will take your name and information and will help you select the optimal test date and location for your schedule. Walk-in testing is not available. You will receive a confirmation number when you register which you will need to be admitted to the test center. Application forms are not available to register with LaserGrade.

#### LaserGrade Examination Dates

The ICC exams are administered Monday through Saturday, with the exception of holidays. Some testing centers are open daily, while others are open on specific days of the week. Test administrations will be delayed or canceled only in emergencies. If severe weather or a natural disaster makes the test center inaccessible or unsafe, the test administration may be canceled.

#### LaserGrade Computer Based Testing Locations

LaserGrade has testing centers located in the cities listed below. For additional information on the hours of operation of these testing centers, visit the LaserGrade website: http://www.lasergrade.com/locate.html.

AK	Anchorage, Ketchikan, Kodiak, Palmer	GA	Augusta, Benton, Burlington, Kingman, Olathe, Wichita
AL	Birmingham, Calera, Daleville, Jasper, Mobile,	Н	Honolulu
AR	Montgomery, Ozark, Redstone Arsenal, Vinemont  Arkadelphia, Imboden, Jonesboro, Little Rock, Newport,	IA	Ankeny, Cedar Rapids, Council Bluffs, Denison, Dubuque, Estherville, Ottumwa, Waterloo
	North Little Rock, Springdale	ID	Blackfoot, Boise, Mountain Home, Post Falls, Rexburg
AZ	Chandler, Glendale, Hereford, Marana, Mesa, Phoenix, Prescott, Tucson, Yuma	IL	Cahokia, Carbondale, East Alton, Granite City, Jacksonville, Kankakee, Lake-In-The-Hills, Lansing, Milan, Ottawa, Paestine, Park Ridge, Romeoville,Savoy, Schaumburg, Springfield, Waukegan, West Chicago, Wheeling
CA	Bakersfield, Calabasa, Camarillo, Carlsbad, Chino,Colfax, Costa Mesa, Edwards AFB, El Cajon, El Monte, Eureka, Fresno, Hanford, Hayward, Independence, Lancaster, Livermore, Long Beach, Oakland, Redding, Riverside, Sacramento, San Carlos, San Diego, San Francisco, San Jose, Santa Ana, Santa Maria, Santa Monica, Torrance, Van Nuys		
		IN	Evansville, Fishers, Ft. Wayne, Gary, Goshen, Greenfield, Griffith, Indianapolis, Terre Haute, Valparaiso, Vincennes, West Lafayette
СО	Akron, Broomfield, Colorado Springs, Englewood, Grand Junction, Loveland, Montrose, Peyton, Pueblo, Rangely	KS	Garden City, Hays, Overland Park, Topeka, Wichita
		KY	Frankfort, Mount Sterling, Somerset
СТ	Danbury	LA	Hammond, Lafayette, Monroe, Morse, Natchitoches, New
DC	Washington DC		Orleans, Reserve, Shreveport
DE	Dover, Georgetown	MA	Bedford, Beverly, Boston, Bridgewater, East Taunton, Springfield, Worcester
FL	Altaminte Springs, Clearwater, Crystal River, Daytona Beach, Deland, Fort Myers, Fort Lauderdale, Gainesville, Hollywood, Jacksonville, Kissimmee, Lakeland, Lantana, Leesburg, Live Oaks, Lutz, Melbourne, Merritt Island, Miami, Milton, Naples, New Smyrna Beach, Opa-Locka, Orlando, Panama City, Pensacola, Pompano Beach, Sanford, St. Augustine, Tampa, Venice, Vero Beach, West Palm Beach	MD	Catonsville, Churchville, Frederick, Gaithersburg, Hagerstown, Mitchellville, Salisbury, Silver Spring, Stevensville
		ME	Old Town

MI	Alegan, Battle Creek, Big Rapids, Charlotte, Detroit, Flint, Grand Rapids, Howell, Jenison, Kalamazoo, Kimball, Lathrop Village, Lowell, Monroe, Muskegon, Ottawa LakeSparta, Traverse City, Waterford	OR	Aurora, Corvallis, Creswell, Gresham, Hillsboro, Newburg, Redmond
		PA	Allentown, Avoca, Beaver Falls, Blue Bell, Cheltenham, Coatsville, Easton, Erie, Freeport, Honesdale, Montoursville, New Castle, New Cumberland, Philadelphia, Plymouth Meeting, Quakertown, Reading, Shippenville,
MN	Blaine, Bloomington, Cloquet, Duluth, Eden Prairie, Mankato, Minneapolis, St Cloud, Thief River Falls, Winona		
МО	Aurora, Cape Girardeau, Columbia, Fulton, Joplin, Kansas City,Lees Summit, Linn, Overland Park, Point Lookout, St. Louis, Warrensburg	SC	West Mifflin  Beaufort, Columbia, Conway, Greenville, Johns Island, Simpsonville, Winnsboro
MS	Carthage, Cleveland, Columbus, Jackson, Meridan, Ocean	SD	Huron, Watertown
	Springs	TN	Jackson, Knoxville, Memphis, Nashville
MT	Belgrade, Big Timber, Billings, Helena, Kalispell, Missoula		Abilene, Addison, Arlington, Austin, Baytown, Beaumont, Big Spring, Bryan, Castroville, Corpus Christi, Dallas, Del Rio, El Paso, Fort Worth, Georgetown, Harlington, Houston, Irving, Killeen, La Porte, Lonfview, McGregor, Nacogdoches, Pearland, Roanoke, San Antonio, San Marcos, Spring, Waco, Wichita Falls
NC	Clyde, Concord, Fayetteville, Greenville, Hudson, Jacksonville, Louisburg, Mocksville, New Bern, Raleigh, Sanford, Statesville, Stoneville		
ND	Fargo, Grand Forks, Minot, Willston		
NE	Kearney, Lincoln, Omaha, Sidney	UT	Logan, Salt Lake City, West Jordan
NH	Rochester	VA	Abingdon, Alexandria, Big Stone Gap, Falls Church, Hampton, Leesburg, Lynchburg, Manassas, Norfolk, Richmond, Roanoke, Vienna, Virginia Beach, Weyers Cave
NJ	Hillsborough, Lincoln Park, Medford, Morristown, Southampton, Teterboro, Trenton		
NM	Albuquerque, Farmington, Kirtland AFB, Roswell, Santa Teresa	WA	Arlington, Bellingham, Centralia, East Wenatchee, Everett, Kelso, Kent, Lakewood, Olympia, Pasco, Port Orchard, Puyallup, Seattle, Snohomish, Spokane, Vancouver, Yakima
NV	Bouldwer City, Reno		
NY	Brooklyn, Flushing, Holbrook, Long Island City, New York, Niagra Falls, Oriskany, Rochester, Ronkonkoma, Saranac Lake, Scotia. Staten Island, Wappinger Falls, White Plains	WI	East Troy, Green Bay, Janesville, Kenosha, Madison, Milwaukee, New Richmond, Oshkosh, Tomahawk, Wausau, West Bend, Wisconsin Rapids
ОН	Albany, Carroll, Cincinnati, Clayton, Cleveland, Columbus, Defiance, Richmond Heights, Vienna, Wadsworth, Washington Court House, Westerville, Zanesville	WV	Bridgeport, Wiley Ford
		WY	Casper
ОК	Altus, Durant, Enid, Norman, Oklahoma City, Ponca City, Shawnee, Stillwater, Tulsa	LOCATIONS ARE SUBJECT TO CHANGE WITHOUT NOTICE  Visit www.iccsafe.org/certification for up-to-date site information	
		1.0.0	g