

# We have been receiving quite a few questions about the Inspector Certification Exam and the requirement for the Conference testing event. We have put together a list of commonly asked questions and answers that might help you when it comes to registering for the exam.

## **1. What is included with Inspector Certification when I pay for my conference registration?**

A: **IF YOU HAVE SIGNED UP THROUGH THE CONFERENCE** you have the option to add the Inspector Certification Exam Prep Course and the Application fee. After registering you will receive an email to which you can add in your forms. This will also prompt you to pay the final Exam fee through our PayPal account.

## **Extended question: What if I signed up through the Certification Website?**

A. **IF YOU SIGN UP THROUGH OUR WEBSITE** you will be prompted to pay both the application fee and the exam fee from one form through our PayPal account. You can not sign up for the Prep Course through the website.

## **2. Do I have to take the Prep Course?**

A: The Prep Course is not mandatory to sit for the test. With that being said, it can be a helpful tool if you are unsure of what you need to know or if you have question about anything. It is also a great way to meet other inspectors in the industry.

## **3. Do I need to submit all the forms at once or can I just start with what I have?**

A: You will need to submit everything together. This will ensure that there are no missing pieces when you go to take the test.

## **4. Insurance? What do I need to show for insurance?**

A: This depends on the level of certification you are testing for. For In-House Inspectors you will need a certificate of insurance showing General Liability policy of \$1,000,000.00 minimum coverage. For a Professional Inspectors, you will need a certificate showing Professional Liability of \$1,000,000.00 minimum coverage. It will also need Professional services covered by the Professional Liability policy must be listed in the description of operations of the certificate of insurance. Professional services must include inspections.

>Here is an example! [Click Here](#)

## **5. How recent does my eye test need to be?**

A. You need to have an eye test within the last 6 months of your testing date.

## **6. Where can I find the portfolio to use? Is it the same as what I use as a Practitioner?**

A: They are different portfolios. You can either find the Inspector Portfolio under **Forms** on our [Certifications website](#), or you can [Click Here](#) to download it too!

## **7. Can I take both the level I and the level II test at the same time?**

A: Yes! All applicants who wish to take both tests would first be given the Level 1 test. Once the Level 1 test has been completed, they would be issued a Level 2 test. If the Level 1 test is passed and the Level 2 test is failed, the applicant would receive only the Level 1 Certification. Level 2 is a continuation of Level 1. Attendees may also wish to just take the Level 1 test at this time and take the Level 2 test at a separate time in the future.

## **8. What do I need to do for my 2-year renewal?**

A: For your 2 year renewal you will need to do your application and submit your Portfolio, Eye exam, Proof of Insurance, and Supervisor Affidavit. You will **not** need to sit for a test, however, you will need to make sure you have your 32 ACCT approved continuing education units.

Please [Click Here](#) to view the 2 and 4 year renewal applications

For more information or questions on Inspector Certification, please go to our Certification website <http://acctcertifications.com/> or you can give us a call at 303-827-2432