



CAL FIRE - OFFICE OF THE STATE FIRE MARSHAL

Information Bulletin 24-009

Issued: September 13, 2024

Self-Authorization Exams through Pearson VUE

BACKGROUND

The Fire Engineering & Investigation (FEI) Division has numerous certification and license exams. The current process requires applicants to apply for their license or certification with all the required documents. The FEI staff reviews the application and associated documentation for compliance. If the application is approved, the applicant is emailed the notice that payment is due. When the application fee is paid, the applicant is submitted to Pearson Vue for the exam. The applicant is then emailed the information to register for the approved examination by Pearson Vue. When the applicant successfully passes the examination, the FEI staff is notified and issues the associated license/certificate.

SELF AUTHORIZATION OVERVIEW

FEI is moving to a self-authorization exam process with Pearson VUE. The self-authorization exam process will simplify and expedite the certification and licensing application process. Through self-authorization, candidates will register and complete their exams through Pearson VUE before applying to FEI for their certification or license. After passing the exam, candidates can apply for their license or certification with FEI, submitting their pass/fail report and other required documentation.

IMPLEMENTATION

The new self-authorization exam process with Pearson VUE will become effective on October 1, 2024. However, there will be impacts to candidates applying for a new certification or license starting on September 23, 2024.

Transition to Self-Authorization System

To facilitate the transition required to implement the new self-authorization exam process, FEI will not accept new applications for licenses or certifications through GovMotus from September 23, 2024, through September 30, 2024, to facilitate the transition. Applications will be rejected/returned, and the candidates must reapply through GovMotus on or after October 1, 2024, using the new process.

Candidates with an Active Application in the Legacy Process

Candidates authorized to take an exam through Pearson Vue through the legacy process cannot register for a Pearson Vue account to take exams from September 27, 2024, through September 30, 2024. If a candidate already has an exam scheduled during that period, they are still able visit a Pearson Vue testing location to take an exam on these dates. Other than this minor disruption of testing days, no other impacts will occur.



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SELF-AUTHORIZATION APPLICATION PROCESS

Starting October 1, 2024, candidates will need to follow these steps:

1. Register for the required exam through Pearson VUE for the exam through [Pearson Vue's website](#).
2. Once the candidate has passed the exam, apply for certification through the [FEI website](#).
 - a. Once the application has been reviewed and tentatively approved by FEI, you will be notified to log back into GovMotus to pay the fees.
3. FEI staff will issue the license/certification when all requirements are met, and fees paid.

Retest Waiting Periods:

If a candidate fails an exam, they must wait the following number of days before a reattempt:

- Fire Extinguisher Exam (Types 1, 2, & 3): 15 days
- Automatic Extinguishing System – Fire Sprinkler Fitter Certification: 30 days
- Automatic Extinguishing System – Fire Pump Certification: 15 days
- Fireworks Exams: 15 days
- Flame Retardant Applicators: 15 days

CONTACT INFORMATION:

For questions, please email one of the following:

- Automatic Extinguishing Systems: aes@fire.ca.gov
- Fire Extinguishers: fe@fire.ca.gov
- Fireworks Program: fwx@fire.ca.gov
- Flame Retardant Chemical and Fabrics: fr@fire.ca.gov