



# UPGRADE APPLICATION INSTRUCTIONS

## Fire Fighter 2 (2019) Certification

### Overview

The California Office of the State Fire Marshal (OSFM) Fire Fighter 2 (2019) Certification is based on the NFPA 1001: Fire Fighter II professional qualifications set by the National Fire Protection Association (NFPA).

The Fire Fighter 2 (2019) Upgrade Application is for applicants who have a California OSFM Fire Fighter 2 Certification and are seeking IFSAC and Pro Board accredited Fire Fighter 2 Certification.

The Certification Upgrade Application is a two-part process.

Step 1 – The applicant applies for SFT exam authorization form, and completes the certification exam modules at an open enrollment Accredited Regional Training Program (ARTP) or Accredited Local Academy (ALA).

Step 2 – The applicant applies for a Fire Fighter 2 (2019) Certification upgrade.

### Upgrade Certification Requirements

#### Certification

- California OSFM Fire Fighter 2 or OSFM Fire Fighter 2 Tenured Path

#### Certification Exams

- Fire Fighter 2A: Structure cognitive exam module
- Fire Fighter 2A: Structure psychomotor skills exam module

### Application Process

#### Step 1: Obtain Exam Authorization

1. Applicant mails the Fire Fighter 2 (2019) Certification Upgrade Application and fee to: State Fire Training, Fire Fighter 2 (2019) Upgrade, PO Box 944246, Sacramento, CA 94244-2460.
  - Check the Step 1 box on the application.
  - Application must be submitted at least six weeks prior to proposed exam date.
2. State Fire Training conducts an application review.
  - If the applicant does not meet the eligibility requirements, SFT issues a denial.
  - If the applicant meets the eligibility requirements, SFT issues an exam authorization form.
3. Applicant takes the exam authorization form to an open enrollment ARTP/ALA to schedule and completes the SFT certification exam(s).
  - Contact the testing site of your choice to register with the site, not SFT, to participate in the exam process.

### **Step 2: Request Fire Fighter 2 Upgrade**

1. Applicant mails the Fire Fighter 2 (2019) Certification Upgrade Application and fee(s) to: State Fire Training, Fire Fighter 2 (2019) Upgrade, PO Box 944246, Sacramento, CA 94244-2460.
  - Check the Step 2 box on the application.
2. State Fire Training conducts an application review.
  - If the applicant does not meet the eligibility requirements, SFT issues a denial.
  - If the applicant meets the eligibility requirements, SFT issues the digital certification(s) through the applicant's SFT User Portal.

### **Personal Information Notice**

Pursuant to the [Federal Privacy Act \(P.L. 93-579\)](#) and the Information [Practices Act of 1977 \(Civil Code Sections 1798, et seq.\)](#), notice is hereby given for the request of personal information by this form. The requested personal information is voluntary. The principal purpose of the voluntary information is to facilitate the processing of this form. The failure to provide all or part of the requested information may delay processing of this form. No disclosure of personal information will be made unless permissible under [Article 6 of the Information Practice Act of 1977 \(Civil Code Section 1798.24\)](#). Each individual has the right, upon request and proper identification, to inspect all personal information in any record maintained on the individual by an identifying particular. Direct any inquiries to [calfire.cpo@fire.ca.gov](mailto:calfire.cpo@fire.ca.gov).



**Fire Fighter 2 (2019) Certification Upgrade Application**  
OSFM-SFT-1001-2U (REV. 05/23)

**Identification**

Full Name: \_\_\_\_\_  
SFT ID Number: \_\_\_\_\_ (leave blank if you don't have one)  
SSN (last 4 digits) \_\_\_\_\_  
Birth Date: \_\_\_\_\_  
Phone (Mobile): \_\_\_\_\_  
Email: \_\_\_\_\_

**Step 1 – Obtain Exam Authorization**

Step 1 is for applicants who have a California Fire Fighter 2 Certification issued and are seeking an IFSAC/Pro Board accredited Fire Fighter 2 Certification.

**Fees**

- \$125 Fire Fighter Upgrade review fee (non-refundable) - payable to: State Fire Training

**Step 2 – Request Fire Fighting 2 Upgrade**

Step 2 is for applicants who have a completed the Fire Fighter 2A: Structure cognitive and psychomotor skills certification exam modules.

**Fees**

- \$75 Fire Fighter 2 (2019) Certification (non-refundable) - payable to: State Fire Training

**Authority**

I, the undersigned, am the person applying for certification. I hereby certify under penalty of perjury under the laws of the State of California, that all information contained in this application is true in every respect. I understand that misstatements, omissions of material facts, or falsification of information or documents may be cause for rejection. If SFT rejects my application due falsification of information or documents, I understand that SFT will place a two-year restriction on my ability to reapply for certification.

Applicant Signature: \_\_\_\_\_ Date: \_\_\_\_\_

(CAL FIRE Account Code: 0198-####-4143500-4143500011-35405902-59210)