



# CERTIFICATION APPLICATION INSTRUCTIONS

## Fire Marshal Certification Application

### Overview

The California Office of the State Fire Marshal Fire Marshal Certification is based on the NFPA 1037: Fire Marshal Professional Qualifications set by the National Fire Protection Association (NFPA).

### Application Requirements

Submit verification of the following documents along with this application form. It is not necessary to submit SFT course diplomas or certifications if it is listed in your SFT User Portal.

#### Education

- Fire Marshal 1A: Administration and Professional Development
- Fire Marshal 1B: Community Relations & Fire and Life Safety Education
- Fire Marshal 1C: Fire Investigation Program Management
- Fire Marshal 1D: Community Risk Reduction Program Management
- Fire Marshal 1E: Regulatory Program Management
- Chief Fire Officer 3A: Human Resource Management
- Instructor 1: Instructional Methodology
- Statutes and Regulations (SFT)
- G290 Basic Public Information Officer Course OR S-203: Introduction to Incident Information (*SFT shall accept ICS certificates from CalEMA/CalOES, CSTI, CDF/CAL FIRE, FEMA, FIREScope, NFA, NWCG, and SFT*) OR E/L0105 – Public Information Basics (EMI or CSTI)

#### Certification Task Book

- Fire Marshal Certification Task Book

#### Supporting Documentation

- Associate's degree (any major) or higher from an accredited post-secondary institution
- International Code Council Fire Code Inspector 2 Certification

#### Fee

- \$150 non-refundable Fire Marshal certification fee - payable to: State Fire Training

### Application Process

The following are the steps for submitting certification application:

- Mail the certification application, education, certification task book, supporting documentation, and fee to: State Fire Training, Fire Marshal Certification, PO Box 944246, Sacramento, CA 94244-2460.
- SFT conducts an application review.
- If the candidate does not meet the eligibility requirements, SFT issues a denial.
- SFT will issue your digital certification(s) through the SFT User Portal at:  
<https://osfm-sft.acadisonline.com/>

### **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).



## Identification

Full Name:

SFT ID Number:

Date of Birth:

Mailing Address:

City, State, Zip Code:

Phone (Mobile):

Email:

## Required Documents

### Education

- G290 Basic Information Officer, S-203 Introduction to Incident Information Course, or E/L0105 –Public Information Basics (EMI or CSTI)

### Certification Task Book

- Fire Marshal Certification Task Book

### Supporting Documentation

- Associate's degree (any major) or higher from an accredited post-secondary institution
- International Code Council Fire Code Inspector 2 Certification

### Fee

- \$150 non-refundable Fire Marshal certification fee - payable to: State Fire Training

## Applicant Review

I, the undersigned, am the person applying for this 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.

Applicants Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Acct Code: 0198-####-4143500-4143500014-35405902-59210