



NATIONAL ASSOCIATION OF FIRE INVESTIGATORS, INTERNATIONAL  
4900 Manatee Ave. West, Suite 104, Bradenton, FL 34209  
Recert@NAFI.org 941-242-2323

## APPLICATION TO RETEST FOR CFEI RE-CERTIFICATION

1. Your Re-certification is more than one year Past Due. You must retake the CFEI exam to Re-certify.
2. This application and a signed Proctor Contract must be completed in full and returned to the NAFI office.
3. A retesting fee of \$125.00 US funds must accompany this application.
4. A passing score of 75% or better must be achieved in order for the retesting to count towards CFEI Re-certification.
5. The CFEI exam must be taken in the presence of your designated proctor and without any outside assistance.
6. The applicant will have a maximum of 2 hours to complete the exam.
7. The completed CFEI exam must be returned to the office within 10 business days of receipt.
8. Retesting of CFEI examination will count as fulfillment of Recertification requirements only if all of the above are completed.

Name of Applicant \_\_\_\_\_ NAFI Number \_\_\_\_\_

Applicant's Street Address \_\_\_\_\_

City/Town \_\_\_\_\_ State/Province \_\_\_\_\_

Zip/Postal Code \_\_\_\_\_ Country \_\_\_\_\_

Applicant's Telephone \_\_\_\_\_ Applicant's Email \_\_\_\_\_

Check for \$125.00 US Funds to NAFI Check# \_\_\_\_\_

Visa/MasterCard/American Express/Discover \_\_\_\_\_

Exp. \_\_\_\_\_ CVV# \_\_\_\_\_ Billing Zip Code \_\_\_\_\_

Signature \_\_\_\_\_ Cardholder Name \_\_\_\_\_

Designated proctors for the Certified Fire and Explosion Investigator (CFEI) certification evaluation retest must be one of the following: faculty members of a private or public school system, private or public college or university, a government official, a member of the clergy, a testing center, or a current Certified Fire and Explosion Investigator (CFEI).

Designated proctors may not be a relative, supervisor, co-worker, or subordinate of the CFEI Applicant.

The below named individual has agreed to serve as a designated proctor on behalf of the National Certification Board for the purpose of administering the Certified Fire and Explosion Investigator (CFEI) certification evaluation.

Name of Proctor \_\_\_\_\_

Proctor's School/Department/Company/Affiliation \_\_\_\_\_

Proctor's Qualifying Position (from first paragraph above) \_\_\_\_\_

Express Delivery Address (No PO Boxes) \_\_\_\_\_

City/Town \_\_\_\_\_ State/Province \_\_\_\_\_

Zip/Postal Code \_\_\_\_\_ Country \_\_\_\_\_

Proctor's Telephone \_\_\_\_\_

Proctor's Email Address \_\_\_\_\_



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## Certified Fire and Explosion Investigator Certification Proctor Contract

The National Certification Board of the National Association of Fire Investigators requires all proctors administering the Certified Fire and Explosion Investigator examination sign and return this Certified Fire and Explosion Investigator Certification Proctor Contract prior to any examinations being sent out.

1. I agree to be present during the entire duration of the examination.
2. I agree to not allow the applicant, while completing the written certification evaluation, to solicit any reference materials or outside assistance.
3. I agree that no copies of the examination or answer sheets will be made by myself or any other person.
4. I agree to not keep or allow others to keep any part of the examinations or answer sheets.
5. I agree to return both the written certification examination and the answer sheets to the National Certification Board at the completion of administering the written certification evaluations.
6. I understand that if the certification examination and the answer sheets are not postmarked within 3 days of the examination the examination will be invalid.
7. I agree to display the Proctor Approval Certificate at the testing site for the applicant to see.
8. I understand that if the Proctor Approval Certificate is not displayed the examination is invalid.
9. I understand that by signing this contract I agree to all the terms listed above and any failure to meet the terms listed above will result in my immediate and permanent dismissal as a member of the National Association of Fire Investigators and/or possible civil action.

Proctor Name \_\_\_\_\_

Proctor Signature \_\_\_\_\_ Date \_\_\_\_\_