

Pro Board / IFSAC

New Jersey Accreditation Application Form



1. SSN: _____ (e.g., 111-11-1111) NJ DFS-ID Number: _____ (e.g., 111111) Name: _____ Address: _____ City, State, Zip: _____ Telephones: Home: _____ Work: _____ Cell: _____ Email: _____ Date of Birth: _____ Gender: _____	For Official Use Only	
	Received: _____	
	Returned: _____	
	Approved: _____	
	By: _____	
	Comment: _____	

2. CERTIFICATION TITLES & PROCESS

A. Pro Board and IFSAC accreditation is authorized through the NJ Division of Fire Safety and are based on the adopted NFPA standards and Job Performance Requirements (JPR's). Eight NJ State certification titles have been approved by both ProBoard and IFSAC: Firefighter 1, Firefighter 2, Hazardous Materials: Awareness, Hazardous Materials: Operational, Fire Instructor 1, Fire Instructor 2, Fire Officer 1 and Fire Officer 2. Individuals who seek ProBoard and/or IFSAC accreditation must pass both the NJ State written and skills examinations for each title sought if their initial NJ training program and previously issued certification were: 1) completed/issued prior to **October 15, 2013** for ProBoard; and/or 2) previously completed or issued after **November 14, 2008** for IFSAC. If individuals already possess out-of-state or federal DOD certificates with ProBoard or IFSAC accreditation, then the candidate must pass the current NJ State written and skills exams to obtain our New Jersey State (ProBoard/IFSAC) accreditation. Individuals who have passed a NJ sanctioned training program and NJ State examinations which were completed after the above dates can immediately be accredited by the NJ Division of Fire Safety. Proof of course completion and testing will be required to obtain the associated ProBoard and/or IFSAC accreditation.

B. Testing will be conducted throughout the State at Tier 1 Eligible Training Organizations (i.e., County Fire Academies). Contact your fire county academy director to schedule the exams. Please note that local fees may be issued by these organizations to cover local delivery costs, such as but not limited to purchasing of additional liability insurance, costs associated with fire instructor fees, renting testing equipment and props, etc. Additionally, the academy may require proof that you are physically fit to carry out the duties of a structural firefighter prior to taking Firefighter/Hazardous Materials skills examinations. Costs associated with meeting local requirements will be solely that of the individual.

C. Check the titles you seek ProBoard and/or IFSAC accreditation.

<input type="checkbox"/> Firefighter 1	<input type="checkbox"/> Firefighter 2
<input type="checkbox"/> Hazardous Materials: Awareness	<input type="checkbox"/> Hazardous Materials: Operational
<input type="checkbox"/> Fire Instructor 1	<input type="checkbox"/> Fire Instructor 2
<input type="checkbox"/> Fire Officer 1	<input type="checkbox"/> Fire Officer 2

Indicate accreditation preferred:

☐ Pro Board ☐ IFSAC

3. **INSTRUCTIONS:** Complete form and fax to DFS with documentation that indicates that you have successfully passed the NJ State written and skills examinations for each title you are seeking a ProBoard and/or IFSAC accreditation. Provide documentation that you have successfully completed the NJ initial training program and/or have been previously issued accreditation which is equivalent.

4. Applicant's Signature:

Signature: _____ Date: _____

Application Form Instructions

Please type or print clearly on the application form.
Certification will not be issued unless documentation is received and validated.

Section

1. Enter your Social Security Number (SSN) (e.g., 123-45-6789) and Division of Fire Safety (DFS) six digit Firefighter Identification Number (FFID) (e.g., 111111), if previously issued to you. The collection of the SSN is **mandatory**, and is collected under authority of N.J.S.A. 54:50-24 et seq. and Administrative Rule N.J.A.C. 5:3-1.2. The mandatory provision requires the collection of your SSN which enables both the Division of Fire Safety within the Department of Community Affairs and the Division of Taxation within the Department of Treasury to conduct more efficiently, the necessary background check before issuance, denial, renewal, suspension or revocation of a certification. Provide your name, home address, telephone numbers, email, date of birth and gender.
2. You must meet the certification requirements as adopted by Rule found at N.J.S.A. 5:73.
3. Required Documentation: birth certificate or driver's license; course completion certificates, NJ State exam pass notice or certificates, and any other documentation required from the specific certification title. The individual application forms can be obtained by accessing the Division of Fire Safety web page and scroll down to Training and Education Unit section at: <http://www.nj.gov/dca/divisions/dfs/forms>. Descriptive statements are contained on each form.
4. Please note that ProBoard and/or IFSAC accreditation will not be issued unless required documentation has been received and validated.
5. Application Fee: No fee is required to process ProBoard and IFSAC accreditation.
6. The application form must be signed and dated. Forward the application form and supportive documentation to:

**Attn: ProBoard & IFSAC Accreditation
Office of Training and Certification
Division of Fire Safety
P.O. Box 809
Trenton, NJ 08625-0809**

CONTACT INFORMATION

Questions about ProBoard/IFSAC accreditation should be directed to the staff of the Office of Training and Certification at **(609) 777-3552** from 8:30 a.m. to 4:00 p.m., Monday through Friday.