



PSI Services LLC  
 3210 E Tropicana  
 Las Vegas, NV 89121  
<https://test-takers.psiexams.com/tdlnrp>  
 Email: TDLRSupport@psionline.com

**TEXAS DEPARTMENT OF LICENSING AND REGULATION**

**AIR CONDITIONING AND REFRIGERATION  
 CANDIDATE INFORMATION BULLETIN**



The waiver on expiration dates for DL and ID cards ends on April 14, 2021. DPS encourages candidates who need to renew to schedule an appointment online at their local driver’s license office.

**EFFECTIVE FEBRUARY 1, 2024, THE EXAMINATIONS WILL BE REFERENCED TO THE 22nd EDITION, 2025 OF MODERN REFRIGERATION AND AIR CONDITIONING.**



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Please refer to our website to check for the most updated information at <https://test-takers.psiexams.com/tdlnrp>

## EXAMINATION SCHEDULING PROCEDURES

The Texas Department of Licensing & Regulation (TDLR) has contracted with PSI Services LLC (PSI) to deliver its examinations.

Upon TDLR approval of eligibility, you will receive an email confirmation with instructions for scheduling an appointment to take the examination. (If you have not provided an email address, you will receive a postcard via U.S. Mail with this information). You are allowed to test unlimited through your eligibility period.

### ON-LINE SCHEDULING VIA WEBSITE

For the fastest and most convenient examination scheduling process, register for your examinations online by accessing PSI's registration Website: (<https://test-takers.psiexams.com/tdlnrp>)

1. Select **Sign In/Create Account**.

The screenshot shows the top navigation bar with a 'Sign In / Create Account' link. Below it is the TDLR logo and 'Texas Department of Licensing & Regulation' text. There are 'Contact Us' and 'Help' links. A 'Program Info' tab is selected under 'Tests'. Below are 'Overview', 'FAQs', and 'Test Instructions' links. At the bottom are two red buttons: 'VIEW AVAILABLE TESTS' and 'CHECK FOR AVAILABLE DATES'.

2. You will be prompted to **CREATE AN ACCOUNT** with PSI.

*The first and last name must match exactly with your current, valid, government-issued ID.*

The form contains the following fields and requirements:

- TDLR ID# \*
- First Name \*
- Last Name \*
- Middle Name
- Generation
- Email \*
- Password \*
- Confirm Password \*

**Your password must contain:**

- At least one capital letter A-Z
- At least one lower case letter a-z
- At least one number 0-9
- At least one special character !@#V\$%^&V\*
- At least 8 and up to 32 characters

3. Enter the “City or Postal Code” and select **SEARCH**. You will then select the date and time you would like to test.

Houston, TX, USA

200 Miles

SEARCH

April 2023

SUN	MON	TUE	WED	THU	FRI	SAT
26	27	28	29	30	31	1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	1	2	3	4	5	6

**1** Houston East - Innovative Minds (16.24 MI)  
11811 East Freeway, Ste. 260, Atrium Tower  
Type: PSI Authorized

Availability By Day: S M T **W** T F S

Available Times: Wednesday April 19  
8:30 AM 8:45 AM 11:45 AM 1:15 PM 1:45 PM 3:00 PM

4. You are now ready to pay.

**Payment**

Credit Card

VISA MasterCard AMEX DISCOVER

Credit Card Number

Expiration  MM / YY

Name on Card

CVV

Total (USD)

5. Once payment has been made you will receive a message confirming the test center, booked date, and booked time.

**Booking Confirmed!!** [Print Confirmation](#)

Email Address: asingla81@psionline.com Home Phone: 111224444 Office Phone: 2221112345

### TELEPHONE REGISTRATION

For telephone registration, you will need a valid credit card (Visa, MasterCard, American Express or Discover). PSI registrars are available at (833) 333-4741, Monday through Friday between 6:30 am and 9:00 pm, and Saturday-Sunday between 8:00 am and 4:30 pm, Central Time, to receive your payment and schedule your appointment for the examination.

### CANCEL OR RESCHEDULE AN EXAMINATION APPOINTMENT

You may cancel and reschedule an examination appointment without forfeiting your fee if your *cancellation notice is received 2 days before the scheduled examination date*. For example, for a Monday appointment, the cancellation notice would need to be received on the previous Saturday. You may call PSI at (833) 333-4741 or use the PSI website.

**Note: A voice mail or email message is not an acceptable form of cancellation. Please use the PSI Website or call PSI to speak directly to a Customer Service Representative.**



### MISSED APPOINTMENT OR LATE CANCELLATION

Your registration will be invalid, you will not be able to take the examination as scheduled, and you will forfeit your examination fee, if you:

- Do not cancel your appointment 2 days before the scheduled examination date;
- Do not appear for your examination appointment;
- Arrive after examination start time;
- Do not present proper identification when you arrive for the examination.

### EXAM ACCOMMODATIONS

All PSI examination centers are equipped to provide access in accordance with the Americans with Disabilities Act (ADA) of 1990, and exam accommodations will be made in meeting a candidate's needs. A candidate with a disability or a candidate who would otherwise have difficulty taking the examination should request for alternative arrangements by [Clicking Here](#) or fill out the form at the end of this Candidate Information Bulletin. This form also includes out-of-state testing requests.

### FOREIGN LANGUAGES

All air conditioning and refrigeration examinations are available in English and Spanish for no additional cost. To take one of these examinations you must indicate your language preference when you schedule your examination.

For languages other than English or Spanish, you may request to have the examination translated by contacting PSI and paying an additional cost for each translation. You will be advised of the cost once PSI receives the quote for the translation. This fee will be paid by the candidate. Please fill out the form at the end of this Candidate Information Bulletin.

Candidates may also bring a bound Word-to-Word translation dictionary. The dictionary cannot contain pictures or definitions. Candidates are not permitted to bring in any additional papers (loose or attached) with their dictionary. Highlighting, underlining, indexing or marking in the dictionary prior to or during the examination is prohibited. Any candidate caught writing, highlighting, underlining, and or indexing in the dictionary during the examination will be subject to forfeiting their dictionary, termination of their examination and reporting the incident to the Texas Department of Licensing and Regulation.

### EXAMINATION SITE CLOSING FOR AN EMERGENCY

In the event that severe weather or another emergency forces the closure of an examination site on a scheduled examination date, your examination will be rescheduled. PSI personnel will attempt to contact you in this situation. However, you may check the status of your examination schedule by calling (833) 333-4741. Every effort will be made to reschedule your examination at a convenient time as soon as possible.

## **REPORTING TO THE EXAMINATION SITE**

On the day of the examination, you should arrive 30 minutes prior to your scheduled appointment time. This allows time for sign-in and identification verification. NO conversing or any other form of communication among candidates is permitted once you enter the examination area.

If you arrive late, you will NOT be admitted to the examination site and you will forfeit your examination registration fee.

### REQUIRED IDENTIFICATION AT EXAMINATION SITE

**You must provide 1 form of identification.** The identification must be a VALID form of government-issued identification for example, driver's license\*, state ID, or passport, which bears your printed name, photograph, signature or fingerprint, date of birth, and expiration date. Identification provided must match all information provided by TDLR to PSI upon eligibility. If your ID does not contain the required information, you may be asked to provide other forms of valid identification to confirm your identity. A digital copy of your identification documentation will be taken upon check in, and stored with your personal data.

\*An expired driver's license will be accepted only if accompanied by a VALID Texas Department of Public Safety temporary permit. Likewise, the temporary permits must be accompanied by the expired DPS driver's license.

If you cannot provide the required identification, you must call (833) 333-4741 at least 3 weeks prior to your scheduled appointment to arrange a way to meet this security requirement. *Failure to provide the required identification at the time of the examination without notifying PSI is considered a missed appointment, and you will not be able to take the examination and will forfeit your examination fee.*



## SECURITY PROCEDURES

The following security procedures will apply during the examination:

- Only non-programmable calculators that are silent, battery-operated, do not have paper tape printing capabilities, and do not have a keyboard containing the alphabet will be allowed in the examination site.
- Candidates may take only approved items into the examination room.
- All personal belongings of candidates, with the exception of close-fitting jackets or sweatshirts, should be placed in the secure storage provided at each site prior to entering the examination room. Personal belongings **include, but are not limited to**, the following items:
  - **Electronic devices of any type**, including cellular / mobile phones, recording devices, electronic watches, cameras, pagers, laptop computers, tablet computers (e.g., iPads), music players (e.g., iPods), smart watches, radios, or electronic games.
  - **Bulky or loose clothing or coats** that could be used to conceal recording devices or notes, including coats, shawls, heavy jackets, or overcoats.
  - **Hats or headgear not worn for religious reasons** or as religious apparel, including hats, baseball caps, or visors.
  - **Other personal items**, including purses, notebooks, reference or reading material, briefcases, backpacks, wallets, pens, pencils, other writing devices, food, drinks, and good luck items.
- Person(s) accompanying an examination candidate may not wait in the examination center, inside the building or on the building's property. This applies to guests of any nature, including drivers, children, friends, family, colleagues or instructors.
- No smoking, eating, or drinking is allowed in the examination center.
- During the check in process, all candidates will be asked if they possess any prohibited items. Candidates may also be asked to empty their pockets and turn them out for the proctor to ensure they are empty. The proctor may also ask candidates to lift up the ends of their sleeves and the bottoms of their pant legs to ensure that notes or recording devices are not being hidden there.
- Proctors will also carefully inspect eyeglass frames, tie tacks, or any other apparel that could be used to harbor a recording device. Proctors will ask to inspect any such items in candidates' pockets.
- If prohibited items are found during check-in, candidates shall put them in the provided secure storage or return these items to their vehicle. PSI will not be responsible for the security of any personal belongings or prohibited items.
- Any candidate possessing prohibited items in the examination room shall immediately have his or her test results invalidated, and PSI shall notify the examination sponsor of the occurrence.
- Any candidate seen giving or receiving assistance on an examination, found with unauthorized materials, or who violates any security regulations will be asked to surrender all examination materials and to leave the examination center. All such instances will be reported to the examination sponsor.
- Copying or communicating examination content is violation of a candidate's contract with PSI, and federal and state law. Either may result in the disqualification of examination results and may lead to legal action.
- Once candidates have been seated and the examination begins, they may leave the examination room only to use the restroom, and only after obtaining permission from the proctor. Candidate will not receive extra time to complete the examination.

## **COMPUTER-BASED EXAMINATIONS**

The examination will be administered via computer. You will be using a mouse and computer keyboard.

### IDENTIFICATION SCREEN

You will be directed to a semiprivate testing station to take the examination. When you are seated at the testing station, you will be prompted to confirm your name, identification number, and the examination for which you are registered.

### TUTORIAL

Before you start your examination, an introductory tutorial is provided on the computer screen. The time you spend on this tutorial, up to 15 minutes, DOES NOT count as part of your examination time. Sample questions are included following the tutorial so that you may practice answering questions, and reviewing your answers.

### TEST QUESTION SCREEN

One question appears on the screen at a time. During the examination, minutes remaining will be displayed at the top of the screen and updated as you record your answers.

**IMPORTANT:** After you have entered your responses, you will later be able to return to any question(s) and change your response, provided the examination time has not run out.



## EXAMINATION REVIEW

PSI, in cooperation with TDLR, will be regularly evaluating the examinations being administered to ensure that the examinations accurately measure competency in the required knowledge areas. While taking the examination, examinees will have the opportunity to provide comments on any questions. Comments may be entered by clicking the Comments link on the function bar of the test question screen.

These comments will be analyzed by PSI examination development staff. Although PSI does not respond to individuals regarding these comments, all substantive comments are reviewed. If a discrepancy is found during the comment review, PSI and the department may re-evaluate candidate results and adjust them accordingly. **This is the only review of the written examination available to candidates.**

## EXAMINATION SITE LOCATIONS

### **Abilene**

Commerce Plaza

1290 S. Willis, Suite 109

Abilene, TX 79605

*The test site is on the corner of South 14<sup>th</sup> Street and Willis. The site is behind the First Financial Bank.*

### **Amarillo**

4312 Teckla, Suite 500

Amarillo, TX 79109

*Exit off I-40 to Western and go South one street passed the 7th traffic light to Ridgecrest and turn right. Stay on Ridgecrest until you come to the red brick office complex on the left side corner of Ridgecrest and Teckla. 4312 is the 3<sup>rd</sup> building facing Teckla. Ste 500 is the end suite on the North side of the building.*

*From Canyon, take Bell St exit and go North to traffic light at 45<sup>th</sup> St and turn right. Turn left at the 2<sup>nd</sup> traffic light to Teckla.*

### **Arlington**

Centerpoint IV

2401 E. Randol Mill Road, Suite 160

Arlington, TX 76011

*From TX-360 S - Take the TX-180 exit towards Division St. Merge onto N Watson Rd. Take a slight left towards S. Watson Rd. Use the middle lane to turn left onto E Randol Mill Rd. The Centerpoint IV building will be on your right.*

*From I-30 E - Take exit 28 toward Baird farm Road/Ballpark Way/Legends Way. Merge onto E Copeland Rd. Take a slight right onto TX-360 Frontage Rd/N Watson Rd. Turn Right onto East Randol Mill Rd. The Centerpoint IV building will be on your right.*

### **Austin**

8101 Cameron Road, Ste. 106

Austin, TX 78754

*Directions - From I-35 South - Take I-35 S to exit 238A-238B for US290 towards Houston. Continue onto US290 E. Take the exit towards Airport/US-183/Lampasas/Lockhart. Merge onto US 290 Frontage Rd. Turn left onto Ed Bluestein Blvd. Continue onto E Anderson Ln. Turn right on Rutherford Ln. Go about ½ mile and then turn left into the parking lot of walnut Creek Office Park. The building is on the corner of Cameron Rd and Rutherford Lane.*

### **Austin**

8000 Anderson Square, Ste 301B

Austin, Texas 78757

*If Northbound on Hwy 183 -take the Peyton Gin/Ohlen Road exit and stay in the left lane so you can turn left onto Anderson Square. Turn right into 8000 Anderson Square and immediately turn left, then right at the first chance. 301B is the end building on your right.*

*If Southbound on Hwy 183- take the Peyton Gin/Ohlen Road exit and turn right onto Anderson Square. Turn right into 8000 Anderson Square and immediately turn left then right at the first chance. 301B is the end building on your right.*

### **Corpus Christi**

2820 S Padre Island Dr, Suite 105

Corpus Christi, TX 78415

*From So. Padre Island Drive East, exit at Kostoryz. Loop back under the Kostoryz light, travel west on the access road to the 2820 building. The examination site is located between Kostoryz and Ayers at the 2820 Building on the North site of the SPID access road.*

### **Dallas**

One Empire

1140 Empire Central Dr, Suite 610

Dallas, TX 75247

*From I-35E Southbound (Stemmons Fwy), exit Empire Central (#434A), turn right on Empire Central Dr. ONE EMPIRE BLDG is on the left.*

*From I-35E Northbound, exit Empire Central and turn Left on Empire Central. ONE EMPIRE is on the Left.*

*From Hwy 183 Eastbound (John carpenter Fwy), exit left on Regal row, turn right on Governors row, and turn left on Empire central. ONE EMPIRE is on the right.*



From Hwy 183 Westbound - Exit Mockingbird LN turn right on Empire Central. ONE EMPIRE is on the right.

### **Dallas/Richardson**

1701 N Collins Blvd, Suite 130  
Richardson, TX 75080

*From US-75 North take exit 26 onto N. Central Expressway toward Collins Blvd. / Campbell Rd. turn left onto Campbell Rd. Turn left on Collins Blvd. Building is on right.*

### **El Paso**

Innovative Minds - El Paso  
11436 Rojas, Suite B-10  
El Paso, TX 79936

*"From West: Take I-10 East. Take exit 30 toward Lee Trevino Dr. Left on N Lee Trevino Dr and merge to the far right lane. At the Bank of America, R on Rojas Dr. Innovative Minds is located on right in the Rojas Business Ctr. From East: Take I-10 West. Take exit 30 toward Lee Trevino Dr. Merge to far right lane and at the One Source Federal Credit Union, Right on Goodyear Dr. At street light, Left on Rojas Dr. Innovative Minds is located on the left in the Rojas Business Ctr."*

### **Fort Worth**

6801 McCart Avenue, Suite B-1  
Fort Worth, TX 76133

*From I-20 take the McCart Ave exit #435. Go South on McCart Ave passing Altamesa Blvd. You will turn left at the next light which would be Southpark Lane. To the right you may enter the 1st immediate parking entrance or the 2nd parking entrance on your right at 6801 McCart Ave Professional Building. Our office suite is B1 which is located on the Northside of the building facing Southpark Lane.*

### **Harlingen**

Innovative Minds - Harlingen  
2404 F St., Suite D  
Harlingen, TX 78552

From McAllen, TX:

*Take I-2/US-83 E. Use the right two-lanes to take the US-77 S/US-83 S exit toward Brownsville. Take the exit toward Farm to Market Rd 1479/F St/Rangerville Rd. Merge onto S Frontage Rd. Turn right on S Idaho St.*

From Brownsville, TX:

*Take US-77 N/US-83 N. Merge onto I-69E N/US-77 N/US-83 N. Take the exit toward Farm to Market Rd 1479/F St/Rangerville Rd. Merge onto S Frontage Rd. Turn left onto S Rangerville Rd. Turn left onto S Frontage Rd. Turn right on S Idaho St.*

*Innovative Minds will be on the left, next to Distinctive Drafting Design, across the street from Collison Center Auto Body. Additional parking available on Idaho Street.*

### **Houston North (Greenbriar Place)**

Greenbriar Place  
650 North Sam Houston Pkwy E, Suite 535  
Houston, TX 77060

*From the Beltway 8 going West, exit Imperial Valley Drive. U-turn under the belt. Go East on the Service Road (N Sam Houston Pkwy E). The site is just before the Hardy Toll Road Exit.*

*From I-610, take 45-North toward Dallas, exit Beltway 8 - East. Go East on the Service Road of Beltway 8 (N Sam Houston Pkwy E).*

### **Houston (East)**

Atrium Building  
11811 I-10 East Freeway, Suite 260  
Houston, TX 77029

*From I-10 East, take the Federal Rd exit #778A. U-turn under the freeway and come back on the feeder road going West. Building is on the right side, next to Pappasito's Cantina.*

*From I-10 West, take the Holland Rd exit. Stay on the feeder road. Building is on the right side, next to Pappasito's Cantina.*

### **Houston (Southwest)**

One West Belt  
9555 W. Sam Houston Pkwy South, Suite 250  
Houston, TX 77099

*The street address is on the marquee in front of the building (9555 West Sam Houston Parkway South). On a smaller sign, sitting down in the grass next to the entry on Bissonnet, is the notation, "One West Belt". The Sam Houston Pkwy is also known as Beltway 8.*

*From US 59, heading South: Take the Bissonnet exit and turn right onto Bissonnet. Go about one mile - the building is on the right just before you reach the West Sam Houston Pkwy. You can turn right from Bissonnet into the parking lot, or, if you come to the Beltway, turn right onto the feeder road and then an immediate right into the parking lot.*

*From US 59, heading North: Take the Bissonnet exit and turn left (under the freeway) onto Bissonnet. Go about one mile - the building is on the right just before you reach the West Sam Houston Pkwy. You can turn right from Bissonnet into the parking lot, or, if you come to the Beltway, turn right onto the feeder road and then an immediate right into the parking lot.*

*From the West Sam Houston Pkwy South (also known as Beltway 8), heading South: Take the Bissonnet exit and turn left (under the freeway) onto Bissonnet. Turn left into the parking lot of the first building on the left.*

*From the West Sam Houston Pkwy South (also known as Beltway 8), heading North: Take the West Bellfort exit and travel about two miles on the feeder road to Bissonnet. Turn right on Bissonnet and then left into the parking lot of the first building on the left, OR do not turn on Bissonnet but drive through the intersection and then make an immediate right into the parking lot.*





**Houston (Northwest)**

9800 Northwest Freeway  
Suite 200  
Houston, TX 77092

*From Hwy 290 EASTBOUND take Exit 13C toward West T C Jester Blvd. Stay Straight to go onto N Loop Fwy W. Make a U-turn onto N Loop Fwy W. Stay on the feeder road, Sheraton Hotel is on the right as the road curves right. Turn into the parking lot immediately after the Sheraton Hotel and before the office building. Site is on the 2nd floor.*

*Driving north on Loop 610 West exit at T.C.Jester and then U-turn under Loop 610. Stay on the feeder road, Sheraton Hotel is on the right as the road curves right. Turn into the parking lot immediately after the Sheraton Hotel and before the office building. Site is on the 2nd floor.*

*Driving west on Loop 610 North, exit at T.C. Jester and then U-turn under Loop 610. Stay on the feeder road, Sheraton Hotel is on the right as the road curves right. Turn into the parking lot immediately after the Sheraton Hotel and before the office building. Site is on the 2nd floor.*

**Lubbock**

The Center  
4413 82nd St., Suite 210  
Lubbock, TX 79424

*From S Loop 289, take the Quaker Ave exit and go South. Turn right on 82<sup>nd</sup> St.*

**McAllen**

7112 N. 10th Street Suite 100  
McAllen, TX 78504

*From S Expressway 281/S US-281, turn right onto E Trenton Rd. Turn left onto N 10th St/TX-336. Robin Business Park is on the left. Turn left to enter the park. 7112 will be on your left behind the restaurant. The test center is located in Suite 100.*

*Upon arrival, please report directly to the test center. If the door is locked, please wait in your vehicle until 1/2 hour before your exam is to begin.*

**Midland**

Westwood Village Shopping Center  
4200 West Illinois Avenue, Suite 200  
Midland, TX 79703

*From I-20, take Midkiff Road exit. Go North on Midkiff Road. Take a left on Illinois Ave. Go .8 miles and turn right into Chinese Kitchen's parking lot at 4200 W Illinois. Suite is at the end of the left Strip.*

*From Business 20 (Old Hwy 80) going West, follow Front Street until Wall St Traffic light. Go 2 blocks and turn right on Midkiff. Turn left on Illinois. Go .8 miles and turn right into Chinese Kitchen's parking lot at 4200 W Illinois. Suite is at the end of the left Strip.*

*From North Hwy 349, Look for Loop 250 West (just before overpass). Turn right at Loop and go 2 miles to Exit Midkiff. Turn left at traffic light. Turn right at Illinois traffic signal. Turn right onto Chinese Kitchen's parking Lot at 4200 W Illinois. Suite is at the end of the left Strip.*

**San Antonio**

6655 First Park 10 Blvd., Suite 230  
San Antonio, TX 7821

*From I-10 West - Take exit 565A towards Crossroads Blvd/Balcones Heights and merge onto Frontage Rd. Turn right onto First Park Ten Blvd and go about ½ mile. The building will be on the right.*

**San Antonio**

9502 Computer Drive, Ste 105  
San Antonio, TX 78229

*From I-10 West, take exit 561 for Wurzbach and Medical Drive. Stay on the access road passed Medical Drive, then turn left on Wurzbach (going under the freeway). Proceed one block on Wurzbach, then turn left on Bluemel. Proceed one block on Bluemel, turn left on Computer Drive, then turn right into the parking lot for the Neuromuscular Institute of Texas at 9502 Computer Drive. PSI is in suite 105.*

*From I-10 East, take the Wurzbach exit and turn right on Wurzbach (going under the freeway), then follow the directions above.*

**Tyler**

3800 Paluxy Dr, Suite 310  
Tyler, TX 75703

*From 1-20, turn south on Hwy 69 and go to Loop 323. Turn right on 323 and follow 323 to the intersection of Paluxy Dr. Turn right on Paluxy Drive. The Paluxy Square Complex will be immediately on the left. Go to Building 3 which is in the back.*

**Waco**

345 Owen Lane, Suite 124  
Waco, TX 76710

*From TX-6, take the Waco Drive exit, loop under the bridge where you will be on Sanger Ave, turn right on Owen Ln. The examination site is behind the Richland Mall and directly across the street from the City of Waco water tower.*

*If you are coming in on the South Hwy 6, take the South Loop 340, then take Sanger Ave Exit.*





## SCORE REPORTING

Your score will be given to you immediately following completion of the examination. The following summary describes the score reporting process:

- **On screen** - your score will appear immediately on the computer screen. This will happen automatically at the end of the time allowed for the examination;
  - If you **pass**, you will immediately receive a successful notification.
  - If you **do not pass**, you will receive a diagnostic report indicating your strengths and weaknesses by examination type with the score report.
- **On paper** - an official score report will be printed at the examination site.

### DUPLICATE SCORE REPORTS

You may request a duplicate score report after your examination by emailing [scorereport@psionline.com](mailto:scorereport@psionline.com).

### NON-SCORED ITEMS

Your examination contains non-scored questions. The use of such questions is an essential step in developing accurate future examinations. These questions will NOT be scored and time to answer them has been added to the time allowed.

## EXAMINATION REFERENCE MATERIAL LIST

The reference materials listed below were used to prepare the questions for the examinations. When responding to the test questions, do not consider code exceptions unless the test question specifically directs you to consider them.

**Except for Code books**, you can base your answers on later editions of references as they become available. For Code questions, the examinations will be based **only** on the edition of the Code book that is listed.

The examinations are OPEN BOOK. The following reference materials are allowed in the examination site and may be purchased directly from the publisher, from a bookstore or downloaded from the Internet and spiral-bound or 3-hole-punched and placed in a binder.

**Exams are based on the most recent edition unless otherwise specified below.**

### TX BUSINESS AND LAW REFERENCE LIST

- *Texas Air Conditioning and Refrigeration Contractors License Law*, Texas Occupations Code, Chapter 1302
- *Texas Air Conditioning and Refrigeration Contractors License Rules*, Texas Administrative Code, Chapter 75
- *OSHA CFR 29 Part 1904 Recording and Reporting Occupational Injuries and Illnesses*, OSHA Washington, DC

### TECHNICAL REFERENCE LIST

- *Modern Refrigeration and Air Conditioning*, Althouse, Turnquist and others, Goodheart-Willcox Publishers, 21st Edition, 2021, [www.psionlinestore.com](http://www.psionlinestore.com) (Effective 2/1/24 the examination will be based on the 22<sup>nd</sup> Edition, 2025)
- *ADI Duct Size Calculator*, Air Distribution Institute, [www.steelduct.org](http://www.steelduct.org)

The following three references are used for **Environmental Class A and Class B examinations only**:

- *Manual D - Residential Duct Systems*, 2014 Edition, Air Conditioning Contractors of America (ACCA), [www.acca.org](http://www.acca.org)
- *Manual J - Residential Load Calculation*, Eighth Edition, Version 2.50, 2016, Air Conditioning Contractors of America (ACCA), [www.acca.org](http://www.acca.org)
- *Manual S - Residential Equipment Selection*, 2014 Edition, Air Conditioning Contractors of America (ACCA), [www.acca.org](http://www.acca.org)

**CODE REFERENCES**

- *Uniform Mechanical Code*, 2018 Edition, International Association of Plumbing and Mechanical Officials.
- *International Mechanical Code*, 2018 Edition, International Code Council, Inc.
- *International Fuel Gas Code*, 2018 Edition, International Code Council, Inc

**YOU MAY BRING IN ALL APPROVED REFERENCES**

Candidates are responsible for bringing their own reference materials to the examination site. Electronic notepads will be provided.

**What is allowed:**

- References from the *Examination Reference Material* list, purchased directly from the publisher, a bookstore, or downloaded from the Internet and spiral-bound or 3-hole-punched and placed in a binder.
- Texas Business and Law references downloaded from the Internet and spiral-bound or 3-hole-punched and placed in a binder may be used for the examination.
- Candidate’s reference materials may be highlighted, underlined, and/or contain notes prior to the examination session.
- Reference materials may be tabbed with permanent index tabs. (Paper inserts contained inside permanent plastic index tabs will be allowed).

**What is not allowed:**

- Candidates may **NOT** write, highlight, underline, index, or mark their reference materials during the examination session.
- Candidates are **NOT** permitted to have their reference materials tabbed with temporary tabs, post-it note tabs, homemade tabs or DIY tabs.
- Any additional paper (loose, taped, adhered, stapled, etc.) will **NOT** be allowed in the examination room.

**Consequences:**

- Candidates arriving with non-compliant reference materials will be given the option to test without their non-compliant reference, test with their temporary tabs removed by the candidate, or forfeit their exam fee and test on another day with reference materials in compliance with CIB requirements at the candidate’s expense.
- Violations occurring during the exam session will be reported to the Texas Department of Licensing and Regulation and can result in candidates surrendering all exam materials including their code books, invalidation of their test score, and severe civil and/or criminal penalties.

**EXAMINATION CONTENT OUTLINES**

**Environmental Air - Class A**  
**120 Items - 230 Minutes - 70%**  
**5 Non-Scored Items - 10 Minutes**  
**Examination Fee \$74**

**CONTENT OUTLINE**

Subject Area	# of Questions
<b>Air Distribution</b>	<b>18</b>
Airflow	
Duct Installation	
Duct Sizing	
Filtration	
Return and Supply Grilles	
Static Pressure	
<b>Basic Refrigeration Components</b>	<b>6</b>
Compressors	
Condensers	
Evaporators	
Metering Devices	
Refrigerants	
<b>Combustion Air</b>	<b>6</b>
<b>Controls</b>	<b>6</b>
General	

Pressure and Safety	
Temperature	
<b>Equipment Requirements and Design</b>	<b>14</b>
Sensible and Latent Capacities	
Heat Loads	
HVACR Codes	
Voltage	
<b>HVAC Systems</b>	<b>11</b>
Components	
Installation	
Refrigeration Systems	
<b>Piping</b>	<b>6</b>
Condensate	

Pipe Fittings	
Pipe Sizing	
Pipe Type	
Support	
Valves	
<b>Refrigeration Principles</b>	<b>6</b>
Heat Transfer	
Physics	
System Pressure	
<b>Safety</b>	<b>6</b>
<b>Service</b>	<b>12</b>



Electrical	
Diagnostics	
Refrigerant Recovery	
Superheat	
Subcooling	
<b>Testing</b>	<b>12</b>
Airflow	
Combustion	
Electrical	
Gas	
<b>Texas Laws and Rules</b>	<b>6</b>
<b>Ventilation</b>	<b>6</b>
Air Equipment	
Machinery Room	
<b>Venting</b>	<b>5</b>
Dryers	
Vent Assembly	

**Environmental Air - Class B**  
100 Scored Items - 170 Minutes - 70%  
5 Non-Scored Items - 10 Minutes  
Examination Fee \$60

**CONTENT OUTLINE**

Subject Area	# of Questions
<b>Air Distribution</b>	<b>15</b>
Airflow	
Duct Installation	
Duct Sizing	
Filtration	
Return and Supply Grilles	
Static Pressure	
<b>Basic Refrigeration Components</b>	<b>5</b>
Compressors	
Condensers	
Evaporators	
Metering Devices	
Refrigerants	
<b>Combustion Air</b>	<b>5</b>
<b>Controls</b>	<b>5</b>
General	
Pressure and Safety	
Temperature	
<b>Equipment Requirements and Design</b>	<b>12</b>
Sensible and Latent Capacities	
Heat Loads	
HVACR Codes	
Voltage	
<b>HVACR Systems</b>	<b>9</b>
Components	
Installation	
Refrigeration Systems	
<b>Piping</b>	<b>5</b>
Condensate	
Pipe Fittings	
Pipe Sizing	
Pipe Type	
Support	
Valves	
<b>Refrigeration Principles</b>	<b>5</b>
Heat Transfer	

Physics	
System Pressure	
<b>Safety</b>	<b>5</b>
<b>Service</b>	<b>10</b>
Electrical	
Diagnostics	
Refrigerant Recovery	
Superheat	
Subcooling	
<b>Testing</b>	<b>10</b>
Airflow	
Combustion	
Electrical	
Gas	
<b>Texas Laws and Rules</b>	<b>5</b>
<b>Ventilation</b>	<b>5</b>
Air Equipment	
Machinery Room	
<b>Venting</b>	<b>4</b>
Dryers	
Vent Assembly	

**Commercial Refrigeration - Class A**  
120 Scored Items - 230 Minutes - 70%  
5 Non-Scored Items - 10 Minutes  
Examination Fee \$74

**CONTENT OUTLINE**

Subject Area	# of Questions
<b>Air Distribution</b>	<b>6</b>
Airflow	
Duct Installation	
Duct Sizing	
Filtration	
Return and Supply Grilles	
Static Pressure	
<b>Basic Refrigeration Components</b>	<b>10</b>
Compressors	
Condensers	
Evaporators	
Metering Devices	
Refrigerants	
<b>Combustion Air</b>	<b>3</b>
<b>Controls</b>	<b>14</b>
General	
Pressure and Safety	
Temperature	
<b>Equipment Requirements</b>	<b>12</b>
Sensible and Latent Capacities	
Heat Loads	
HVACR Codes	
Voltage	
<b>HVACR Systems and Design</b>	<b>20</b>
Components	
Installation	
Refrigeration Systems	
<b>Piping</b>	<b>11</b>
Condensate	
Pipe Fittings	
Pipe Sizing	
Pipe Type	
Support	
Valves	



<b>Refrigeration Principles</b>	<b>10</b>
Heat Transfer	
Physics	
System Pressure	
<b>Safety</b>	<b>7</b>
<b>Service</b>	<b>11</b>
Electrical	
Diagnostics	
Refrigerant Recovery	
Superheat	
Subcooling	
<b>Testing</b>	<b>6</b>
Airflow	
Combustion	
Electrical	
Gas	
<b>Texas Laws and Rules</b>	<b>6</b>
<b>Ventilation</b>	<b>2</b>
Air Equipment	
Machinery Room	
<b>Venting</b>	<b>2</b>
Dryers	
Vent Assembly	

Commercial Refrigeration - Class B  
100 Scored Items - 170 Minutes - 70%  
5 Non-Scored Items - 10 Minutes  
Examination Fee \$60

**CONTENT OUTLINE**

Subject Area	# of Questions
<b>Air Distribution</b>	<b>5</b>
Airflow	
Duct Installation	
Duct Sizing	
Filtration	
Return and Supply Grilles	
Static Pressure	
<b>Basic Refrigeration Components</b>	<b>8</b>
Compressors	
Condensers	
Evaporators	
Metering Devices	
Refrigerants	
<b>Combustion Air</b>	<b>3</b>
<b>Controls</b>	<b>11</b>
General	
Pressure and Safety	
Temperature	
<b>Equipment Requirements</b>	<b>10</b>
Sensible and Latent Capacities	
Heat Loads	
HVACR Codes	
Voltage	
<b>HVACR Systems and Design</b>	<b>17</b>
Components	
Installation	
Refrigeration Systems	
<b>Piping</b>	<b>9</b>
Condensate	
Pipe Fittings	
Pipe Sizing	

Pipe Type	
Support	
Valves	
<b>Refrigeration Principles</b>	<b>8</b>
Heat Transfer	
Physics	
System Pressure	
<b>Safety</b>	<b>6</b>
<b>Service</b>	<b>9</b>
Electrical	
Diagnostics	
Refrigerant Recovery	
Superheat and Subcooling	
Subcooling	
<b>Testing</b>	<b>5</b>
Airflow	
Combustion	
Electrical	
Gas	
<b>Texas Laws and Rules</b>	<b>5</b>
<b>Ventilation</b>	<b>2</b>
Air Equipment	
Machinery Room	
<b>Venting</b>	<b>2</b>
Dryers	
Vent Assembly	

Certified Technician  
60 Scored Items - 112 Minutes - 70%  
4 Non-Scored Items - 8 Minutes  
Examination Fee \$60

**CONTENT OUTLINE**

Subject Area	# of Questions
<b>Basic Refrigeration Components</b>	<b>9</b>
Compressors	
Condensers	
Evaporators	
Metering Devices	
Refrigerants	
<b>Combustion Air</b>	<b>3</b>
<b>Controls</b>	<b>6</b>
General	
Pressure and Safety	
Temperature	
<b>Piping</b>	<b>3</b>
Condensate	
Pipe Fittings and Types	
Pipe Sizing	
<b>Refrigeration Principles</b>	<b>9</b>
Heat Transfer	
System Pressure/Temperature	
<b>Safety</b>	<b>3</b>
<b>Testing, Diagnostics, and Service</b>	<b>27</b>
Airflow	
Electrical	
Gas Heating	
Refrigerant	

Modern Refrigeration and Air Conditioning - 2021 (21st Ed)  
\*\*\* Pressure/Temperature Chart located on page 1515 \*\*\*





# EXAMINATION ACCOMMODATIONS OR OUT-OF-STATE TESTING REQUEST FORM

All examination centers are equipped to provide access in accordance with the Americans with Disabilities Act (ADA) of 1990. Applicants with disabilities or those who would otherwise have difficulty taking the examination may request Exam Accommodations.

### REQUEST ACCOMMODATION VIA ONLINE

Applicants with disabilities or those who would otherwise have difficulty taking the examination should request for alternative arrangements by [Clicking Here](#). You will be contacted via email within 48 hours.

Requirements for examination accommodation requests:

You are required to submit documentation from the medical authority or learning institution that rendered a diagnosis. Verification must be submitted to PSI on the letterhead stationery of the authority or specialist and include the following:

- Description of the disability and limitations related to testing
- Recommended accommodation/modification
- Name, title and telephone number of the medical authority or specialist
- Original signature of the medical authority or specialist

### REQUEST ACCOMMODATION VIA FAX OR EMAIL

If you prefer you may fax this form, along with supporting documentation, to (702) 932-2666 or email it to [examaccommodations@psionline.com](mailto:examaccommodations@psionline.com). After 4 days, PSI Exam Accommodations will email you confirmation of approval with instructions for the next step.

Date: \_\_\_\_\_ ID#: \_\_\_\_\_

Legal Name: \_\_\_\_\_  
Last Name First Name

Address: \_\_\_\_\_  
Street City, State, Zip Code

Telephone: (\_\_\_\_\_) \_\_\_\_\_ - \_\_\_\_\_ Email Address: \_\_\_\_\_  
Cell

Check any examination accommodations you require (requests must concur with documentation submitted):

- |   |   |
|---|---|
| <input type="checkbox"/> Reader (as accommodation for visual impairment or learning disability)                 | <input type="checkbox"/> Extended time (Additional time requested: _____)   |
| <input type="checkbox"/> Large-print written examination  | <input type="checkbox"/> Request for a translated examination (this request does not require additional documentation)<br><i>You will be advised of the cost once PSI receives the quote for the translation. This fee will be paid by the candidate.</i> |
| <input type="checkbox"/> *Out-of-State Testing Request (this request does not require additional documentation) |   |

Site requested: \_\_\_\_\_

*\*You may email your out-of-state request to [OutOfStateRequest@psionline.com](mailto:OutOfStateRequest@psionline.com) for written exams only*

**YOU MUST BE APPROVED BY TDLR TO TAKE THIS EXAMINATION**

**DO NOT SCHEDULE YOUR EXAMINATION UNTIL THIS DOCUMENTATION HAS BEEN RECEIVED AND PROCESSED BY PSI SPECIAL ACCOMMODATIONS**



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