



PSI Services LLC
 3210 E Tropicana
 Las Vegas, NV 89121
<https://test-takers.psiexams.com/txfire>
 (888) 818-5827

*Before paying for
 your examination registration,
 be sure you understand
 the contents of this bulletin.
 Please retain and use it as a reference
 when contacting PSI.*



STATE FIRE MARSHAL'S OFFICE
 (TEXAS DEPARTMENT OF INSURANCE)

**EXAMINATIONS FOR
 FIRE ALARM, FIRE EXTINGUISHER,
 FIRE SPRINKLER, AND FIREWORKS**

CANDIDATE INFORMATION BULLETIN

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TEXAS STATE FIRE MARSHAL'S OFFICE EXAMINATION CHECKLIST

The Texas Department of Insurance, State Fire Marshal's Office has contracted with PSI Services LLC (PSI) to conduct its examination program. PSI provides these examinations through a network of computer examination centers in Texas.

Contact PSI to register and pay for your exam.

- Complete the registration form **online** at <https://test-takers.psiexams.com/txfire> or;
 - Completely fill out the PSI Registration Form (found at the end of this bulletin) and mail, e-mail, or fax to PSI or;
 - Call (888) 818-5827 to register.

Sent online _____ (no wait time for scheduling the examination date).

Mailed on _____ (allow 2 weeks for processing before scheduling the examination date).

Faxed on _____ (allow 4 business days for processing before scheduling the examination date).

Emailed on _____ (allow 4 business days for processing before scheduling the examination date).

Called on _____ (no wait for scheduling the examination date).

Schedule your examination.

Once you have paid, you must contact PSI to schedule an appointment to take the examination. You may either schedule via the Internet, or schedule over the telephone at (888) 818-5827. Scheduled for:

Examination Date: _____ Examination Time: _____

Test Center Location: _____

To change scheduled date, call back by _____

Take the scheduled examination, bringing required identification to the test center.

- Must bring two forms of identification, which bear your signature. One of these must also have your photograph.
 - Your name as shown on the application form must exactly match the name on the photo I.D. used when checking in at the examination site.

IMPORTANT! *Your name as shown while registering must exactly match the name on the photo I.D. used when checking in at the examination center.*

- Arrive 30 minutes prior to appointment.

Get your score report. You will receive your results immediately after the examination.



EXAMINATION REGISTRATION PAYMENT AND SCHEDULING PROCEDURES

Examination Fee

\$44

NOTE: EXAMINATION FEES ARE NOT REFUNDABLE OR TRANSFERABLE. THE EXAMINATION FEE IS VALID FOR ONE YEAR FROM THE DATE OF PAYMENT.

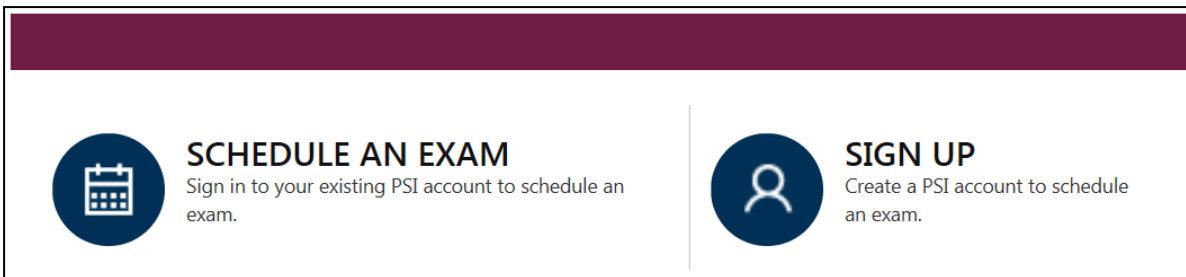
➤ An applicant may schedule each type of test only once a week and no more than three times within a twelve-month period.

To take an examination, you must register with PSI, pay for the examination and schedule the examination using one of the following methods:

ONLINE (<https://test-takers.psiexams.com/txfire>)

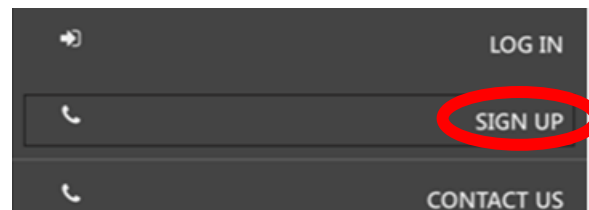
For the **fastest and most convenient** examination scheduling process, register for your examinations online by accessing PSI's registration Website: [Click Here.](#)

1. Select "SIGN UP" to create an account.



The screenshot shows two main options for registration on the PSI website. On the left, there is a circular icon with a calendar, labeled "SCHEDULE AN EXAM" with the subtext "Sign in to your existing PSI account to schedule an exam." On the right, there is a circular icon with a person silhouette, labeled "SIGN UP" with the subtext "Create a PSI account to schedule an exam."

2. On a mobile phone, you need to select the icon on the top left corner. Then select "SIGN UP" to create an account.



3. You will be prompted to create an account with PSI

Personal Details

First Name * <input type="text" value="Enter First Name"/>	Last Name * <input type="text" value="Enter Last Name"/>
Middle Name <input type="text" value="Enter Middle Name"/>	Generation <input type="text" value="Enter Generation"/>
Email * <input type="text" value="Enter Email"/>	

IMPORTANT

You must enter your First and Last name exactly as it is displayed on your government issued ID.



7. You are now ready to schedule. Enter the “City or Postal Code” and select “Preferred Month” to take the Exam. Then select “Search Exam Center”.

8. Click on the preferred test site.

Exam Center Address	Distance
1. Searcy - Flying C Aviation, Inc.* 2615 S Main St. Searcy AR US 72143	7.08 miles
2. North Little Rock, Arkansas (HRB) H & R Block Office 2819 Lakewood Village Center North Little Rock AR US 72116	40.93 miles
3. North Little Rock - Barrett Testing, Inc.* 8318 Remount Rd North Little Rock Airport North Little Rock AR US 72118	41.3 miles

9. Then click on the date and time to make an appointment to take the Exam.

You are now scheduled and will receive an email confirmation.



TELEPHONE

For telephone registration, you will need a valid credit card (Visa, MasterCard, American Express or Discover).

PSI registrars are available at (888) 818-5827, 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.

FAX REGISTRATION

Complete the PSI registration form (found at the end of this bulletin), including your credit card number and expiration date. Fax the completed form to PSI at (702) 932-2666. Fax registrations are accepted 24 hours a day.

Please allow 4 business days to process your Registration. After 4 business days, you may go online or call PSI to schedule the examination.

EMAIL REGISTRATION

Complete the PSI registration form (found at the end of this bulletin), including your credit card number and expiration date. Email the completed form to PSI at examschedule@psionline.com. Email registrations are accepted 24 hours a day.

Please allow 4 business days to process your Registration. After 4 business days, you may go online or call PSI to schedule the examination.

STANDARD MAIL REGISTRATION

Complete the PSI registration form (found at the end of this bulletin), and send the form with the appropriate examination fee to PSI. You may pay fees by credit card (VISA, MasterCard, American Express or Discover), company check, money order or cashier's check, made payable to PSI. Print your name in the memo section of the check or money order check to ensure that the payment is applied to your registration. **CASH and PERSONAL CHECKS ARE NOT ACCEPTED.**

Please allow PSI 2 weeks to process a mailed registration. After 2 weeks, you may go online or call PSI to schedule the examination.

RESCHEDULING/CANCELING 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. Please use the PSI Website or call PSI at (888) 818-5827.

Note: A voice mail 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

You will forfeit your examination fee if you:

- Do not cancel your appointment at least 2 days before the scheduled examination date;
- Do not appear for your examination appointment;
- Arrive after examination start time; or
- 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 every reasonable accommodation will be made in meeting a candidate's needs. An applicant with a disability or an applicant who would otherwise have difficulty taking the examination must complete the Exam Accommodations Request Form at the end of this Candidate Information Bulletin and must fax it to PSI (702) 932-2666 or email it to examaccommodations@psionline.com,

EXAMINATION TEST CENTER CLOSING FOR AN EMERGENCY

If severe weather or another emergency forces the closure of an examination center 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 appointment by calling (888) 818-5827 or viewing the website at www.psiexam.com. Every effort will be made to reschedule your examination at a convenient time as soon as possible. You will not be penalized. Your exam will be rescheduled at no additional charge to you.

EXAMINATION TEST CENTER LOCATIONS

Abilene

Commerce Plaza
1290 S. Willis, Suite 109
Abilene, TX 79605

The test site is on the corner of South 14th 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 3rd 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 45th St and turn right. Turn left at the 2nd 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 Collision Center Auto Body. Additional parking available on Idaho Street.

Houston North (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 EASTBOUND, 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 140
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 driving southeast, merge onto 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.

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 82nd 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

One Park Ten
6800 Park Ten Blvd, Suite 174-W
San Antonio, TX 78213

From Loop 410 West (near Crossroads Mall), take IH 10 East. Exit on Vance Jackson. Use the turnaround to get on the IH10West access road. Stay on the access road until the One Park Ten building. From IH 10 West, exit on Vance Jackson. Stay on the access road. The building is off of IH10/US87 approximately one mile inside Loop 410. The One Park Ten building is on the right, immediately after Park Ten Blvd. Suite 174-W is located on the first floor to the right of the main entrance.

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.

Additionally, PSI has examination centers in many other areas across the United States. You may take this examination at any of these locations by filling out the Out-of-State Testing request form found at the end of this Candidate Information Bulletin.

Note: Exam Accommodations are NOT allowed at out-of-state locations.

REPORTING TO THE EXAMINATION TEST CENTER

On the day of the examination, you should arrive 30 minutes before your appointment. This extra time is for sign-in, identification, and familiarizing you with the examination process. *If you arrive late, you may not be admitted to the examination test center and you will forfeit your examination registration fee.*

REQUIRED IDENTIFICATION AT EXAMINATION SITE

You must provide 2 forms of identification. One must be a VALID form of government issued identification (driver's license, state ID, passport), which bears your signature and has your photograph. The second ID must have your signature and preprinted legal name.

PRIMARY IDENTIFICATION (with photo) - Choose One

- State issued driver's license
 - State issued identification card
 - US Government Issued Passport
 - US Government Issued Military Identification Card
 - US Government Issued Alien Registration Card
 - Canadian Government Issued ID
- NOTE: ID must contain candidate's photo, be valid and unexpired.

SECONDARY IDENTIFICATION - Choose One

- Credit Card (must be signed)
- Social Security Card



If you cannot provide the required identification, you must call (888) 818-5827 at least 3 weeks prior to your scheduled appointment to arrange a way to meet this security requirement. *Failure to provide all of 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.*

SECURITY PROCEDURES

The following security procedures apply during examinations:

- All examinations are CLOSED book. **However, for the TMF06, TMF09 and TFM13 exams, PSI will supply a handout.**
- You will not have access to the online calculator, nor will you be given a piece of scratch paper and pencil for any other examinations.
- 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.
- Any candidate seen giving or receiving assistance, found with unauthorized materials, or who violates any security regulation will be asked to surrender all examination materials and to leave the examination center. All such instances will be reported to the department and you may be denied.
- Copying or communicating examination content is a violation of security regulations and may result in the cancellation of your examination results, a denied license and/or legal action taken under copyright laws.

TAKING THE EXAMINATION BY COMPUTER

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

The "function bar" at the top of the sample question provides mouse-click access to the features available while taking the examination.



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 the State Fire Marshal's Office, will be consistently evaluating the examinations being administered to ensure that the examinations accurately measure competency in the required knowledge areas. Comments may be entered on the computer keyboard during the examination. Your comments regarding the questions and the examinations are welcomed.

Comments will be analyzed by PSI examination development staff. While 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 examination available to candidates.**

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 on the computer screen, either when you complete all the exam questions or automatically at the end of the time allowed for the examination.
 - If you **pass**, you will immediately be notified that you passed the examination.
 - If you **do not pass**, you will immediately be notified that you failed the examination.
- **On paper** - Make sure to obtain your printed score report from test center staff before you leave the test center.

DUPLICATE SCORE REPORTS

You may request a duplicate score report after your examination by emailing scorereport@psionline.com or call (888) 818-5827.

TIPS FOR PREPARING FOR YOUR EXAMINATION

The following suggestions will help you prepare for your examination.

- Planned preparation increases your likelihood of passing.
- Start with a current copy of this Candidate Information Bulletin and use the examination content outline as the basis of your study.
- Read study materials that cover all the topics in the content outline.
- Take notes on what you study. Putting information in writing helps you commit it to memory and it is also an excellent business practice.
- Discuss new terms or concepts as frequently as you can with colleagues. This will test your understanding and reinforce ideas.
- Your learning will be most effective if you study frequently, for periods of about 45 to 60 minutes. Concentration tends to wander when you study for longer periods of time.

EXAMINATION AND LICENSURE INFORMATION

You will find the different types of licenses, required examinations and study references by accessing the Licensing Guides found on the Texas State Fire Marshal's Office Web site:

Fire Alarm:

<http://www.tdi.texas.gov/fire/fmlialarm.html>

Fire Extinguisher:

<http://www.tdi.texas.gov/fire/fmlieuxting.html>

Fire Sprinkler:

<http://www.tdi.texas.gov/fire/fmlisprinkler.html>

Fireworks:

<http://www.tdi.texas.gov/fire/fmlifirework.html>

To apply for licensure, submit an application with the original passing score report(s), license fee and other information listed or indicated on the application to the Texas State Fire Marshal's Office. The examination results are valid for one year. You must apply for licensure within one year of passing the examination(s).

Texas State Fire Marshal's Office

P.O. Box 149221

Austin, TX 78714-9221

Phone: 512.676.6800 (select option 5,1)

<http://www.tdi.texas.gov/fire/>

Licensing Department Email address: FMLicensing@tdi.texas.gov

Upon receipt, the Texas State Fire Marshal's Office will review your application and either mail the license or request any missing documents. Please allow at least two weeks for processing.





EXAM 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.

Candidates who wish to request exam accommodations because of a disability should fax this form and supporting documentation to PSI at (702) 932-2666.

Requirements for exam accommodations 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

Date _____

Social Security #: _____

Legal Name: _____
Last Name First Name

Address: _____
Street City, State, Zip Code

Telephone: (_____) _____ - _____ (_____) _____ - _____
Home Work

Email Address: _____

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

- Reader (as accommodation for visual impairment or learning disability)
- Extended time (Additional time requested: _____)
- Large-print written examination
- Other _____
- *Out-of-State Testing Request - May not be requested with Exam Accommodations. (This request does not require additional documentation)

Site requested: _____
**You may email your out-of-state request to OutOfStateRequest@psionline.com.*

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

DO NOT SCHEDULE YOUR EXAMINATION UNTIL THIS DOCUMENTATION HAS BEEN RECEIVED AND PROCESSED BY PSI EXAMACCOMMODATIONS.

PSI Services LLC
3210 E Tropicana
Las Vegas, NV 89121