



Application for BPI Certification

Please fill in all information. Candidate and employment information is required. Your application cannot be considered unless all information is completed, signed, and dated. An **email address is requested** in order to send up-to-date information in a timely and effective manner. *Candidates requiring testing accommodations should contact BPI for the proper forms prior to scheduling your exams.*

Candidate Information

Name:

Address:

City:

State:

Zip:

Phone: ()

Email:

Employer Information (*If self-employed, this section still needs to be completed.)

Business Name:

Business Address:

City:

State:

Zip:

Phone: ()

Email:

Website:

Please indicate below each examination that this application covers:

Certifications	100 Question Online Exam*	50 Question Online Exam*	Field Exam
Building Analyst Professional			
Envelope Professional			
Heating Professional			
A/C or Heat Pump Professional			
Manufactured Housing Professional			

*100 Question Written Exam is given to first-time candidates; also is given in certain instances to BPI certified professionals with insufficient CEU's.
50 Question Written Exam is given to BPI Certified professionals already holding an active BPI certification, see Small Homes Policies & Procedures.

Multifamily Certifications	75 Question Online Exam	Field Exam
Multifamily Building Analyst		
Multifamily Energy Efficient Building Operations		

Air Sealing Installer Certification	Field Exam
Residential Building Envelope Whole House Air Leakage Control Installer	
<i>All Air Sealing Installer Certifications listed above require only a field exam.</i>	

Infiltration and Duct Leakage Certification	Field Exam
Infiltration and Duct Leakage Certification (field exam only)	

Additional Questions	Yes	No	ID#
Are You HERS Certified?			
Are You NATE Certified?			
Are you a CFR 608?			

If yes, you must submit proof with the application.

Certain information may be released to (please indicate each item applicable below):

Authorization To Release Information			
	Indicate Name of Each	Yes	No
Employer on Application:			
BPI Test Center:			
Program Implementer:			
Training Provider:			
*Consumer Public:	N/A	√	N/A

**Authorized with Certification (As Detailed Below)*

By earning a BPI credential, I consent to give BPI permission to respond to consumer public queries about my certification status and make available, via a search tool on www.bpi.org, certain information including: Full Name, City/State of Employment, Certification Number, Expiration Dates, and Designations earned. By completing the additional Authorization sections above, I authorize the Building Performance Institute, Inc. to release certain additional information only to those specifically indicated above (not including the consumer public): Pass/Fail Results, Notices of Certification Renewal, and Accumulated Continuing Education Units.

OPT OUT: Certified Professionals will have their company name, city, state, telephone number, and email address listed on the BPI website unless this box is checked. If you do not complete the Employer Information section on the front page of this application, your listing will not appear.

I understand that BPI may, at its discretion, post or remove the consumer public information on www.bpi.org. BPI is not authorized to post or disseminate any other information beyond that stated, such as employer, home address, or telephone number.

The consumer public authorization shall remain in effect as long as BPI maintains records about certification. The special authorization shall remain in effect until BPI receives and acknowledges written notification withdrawing the authorization. The special authorization is completely voluntary and may be withdrawn. BPI does not condition award of your certification on receiving this special authorization. However, some programs may require release of this information in order to process or receive incentives, or for participation in their programs. This is not a BPI requirement.

Credential holders who change their address or employment are responsible for notifying BPI of these changes and verifying the changes have been updated after notice. BPI reserves the right to suspend an individual's certification credential when the holder does not notify BPI of changes.

The proctor for your field exam may be subject to a Quality Assurance visit by either a BPI staff member onsite or a video recorded exam session to ensure BPI policies and ANSI/ISO requirements are met and testing remains equitable. This evaluation is of the proctor, not the test taker, and will not interfere with your exam. BPI conducts these visits to the benefit of both the test taker and the proctor.

Consent to Use Name and Likeness in Videotapes for Proctor Training Purposes

I grant the Building Performance Institute, Inc. ("BPI"), its agents and representatives permission to videotape me, audio record my conversations, and take photographs of me in connection with BPI written and field testing (the "Content").

* For proctor training, I grant BPI, its agents, representatives, transferees, assigns and licensees a royalty-free, non-exclusive, perpetual, worldwide right to use, copy, display, exhibit, publish, distribute, reproduce, adapt, modify, edit, create derivative works, re-use, re-publish, re-distribute or otherwise make any use of the Content and my first name for any lawful purpose, including but not limited to use as a training material, advertising, marketing, and promotional materials, and in any manner, form, format or media now known or later developed, including but not limited to, the Internet, television, radio, print media, phone-based services and digital-based services.

* I understand and agree that I will not be paid for any use of my first name, the Content, or for any of the rights granted in this document.

* I waive any right to inspect or approve the use of the Content or the use of my first name now or at any time in the future.

*I acknowledge that BPI may, in its sole discretion, choose to not use, or discontinue its use of, the Content or my first name now or at any time in the future.

*I am eighteen (18) years of age or older. I am not subject to any restrictions, contractual or otherwise, that would prohibit me from signing this document or preclude BPI from exercising the rights and privileges I have granted to them.

BPI CERTIFICATION AGREEMENT

An applicant who wishes to take a BPI exam will be required to accept BPI's Candidate Certification Agreement before beginning your exam. Make sure to read and be familiar with this agreement before you take your exam

BY SIGNING YOU ARE AGREEING TO THE TERMS AND CONDITIONS OF THIS CANDIDATE CERTIFICATION AGREEMENT. CANDIDATE MAY TAKE THE EXAM ONLY IF CANDIDATE AGREES TO THE TERMS AND CONDITIONS OF THIS AGREEMENT. IF CANDIDATE DOES NOT AGREE TO THE TERMS AND CONDITIONS, CANDIDATE SHALL SELECT "NO, I DO NOT AGREE" BELOW AND WILL NOT BE ALLOWED TO TAKE THE EXAM.

BPI and Candidate hereby agree that the terms and conditions of the Agreement shall govern Candidate's participation in BPI's Certification Exam and BPI's Certification.

1. CERTIFICATION

- a. The Candidate must:
 - meet the prerequisites
 - pay the applicable exam fees;
 - accept the terms and conditions of this Agreement before completing the Exam;
 - pass the exam(s)
 - keep contact information up to date
- b. Modification to Certification Requirements. BPI's Director level staff may expand or reduce the title or scope of the desired certification or withdraw the certification.
- c. Termination. Candidate may terminate this Agreement at any time upon written notice to BPI. The Certification is valid for a period of three (3) years after the date of passing the last qualifying exam. If the candidate chooses to terminate this agreement prior to the expiration date of their certification, the certification, including all related material, must be surrendered and will be void. Upon termination of this Agreement and after the expiration of the Certification, all rights related to the Candidate's Certification, including all rights to use the Certification and the Logo, will immediately terminate.

2. COMPLIANCE WITH TESTING REGULATIONS

Candidate agrees to comply with all testing regulations required by BPI and/or its Test Centers and testing centers.

- d. No Cheating. Candidate agrees that all answers submitted in completing the Exam and are entirely their own. Candidate will neither: (i) provide nor accept improper assistance; nor (ii) use unauthorized materials in attempting to satisfy Certification Requirements.
- e. No Misconduct. Candidate agrees not to (i) falsify his or her identity or impersonate another individual; (ii) forge the Certification, Exam score reports, identification cards or any other Exam records; (iii) engage in fraudulent conduct or misrepresent him or herself as Certified when he or she has not successfully met the applicable Certification Requirements; (iv) misuse or disclose username and/or password or any other Certification identities; and/or (v) engage in any other misconduct that could be considered by BPI, in its sole discretion, as compromising the integrity, security or confidentiality of the Exam or the Certification.
- f. No Disclosure. Candidate understands and agrees that the Exam is BPI's confidential and proprietary information. Candidate agrees to maintain the confidentiality of the Exam and not disclose, whether verbally, in writing or in any media, the contents of the Exam or any part of the Certification. Further, Candidate agrees not to request any other individual to disclose the Exam or any part thereof to the Candidate.
- g. No Misuse of the Exam. Candidate agrees not to copy, publish, offer to sell, sell, publicly perform or display, distribute in any way or otherwise transfer, modify, make derivative works thereof, reverse engineer, decompile, disassemble or translate the Exam or part thereof.

3. BPI ACTION FOR NON-COMPLIANCE

- h. Candidate understands and agrees that, if for any reason and at its sole discretion, BPI believes the Candidate violated the terms of this agreement or the criteria against which the competence of a person is evaluated in accordance with the scheme of the certification. BPI has the right to deny Candidate any further participation in the Exam, cancel a passed Exam result, remove the Candidate's certified status and any other rights previously conferred on the Candidate by BPI, and to permanently bar Candidate from any further participation in BPI's Certification.

4. WITHDRAWAL OF CERTIFICATION

- i. Should the certified individual not maintain or not continue to prove their competence for this certification to the satisfaction of BPI, the certification will be withdrawn. In the event the certification is withdrawn, the BPI certification operations manager will review the certified individual's record and provide a written statement in regards to steps that will be taken in order for the certification to be reinstated.

Reasons for withdrawal of an individual's certification by BPI include, but are not limited to:

1. Failure of the multiple choice test instrument.
 2. Failure of field evaluation.
 3. Verification of a complaint by building owner or the owner's representative for failure to meet installation requirements and then not correcting the deficiency.
 4. Failure to take steps to correct improper practices.
5. REPRESENTATIONS AND WARRANTIES
- j. By the Candidate. Candidate represents and warrants that: (i) Candidate will refrain from any conduct that may harm the goodwill and reputation of BPI or its products and (ii) Candidate shall not make any representation, warranty or promise on behalf of or binding upon BPI and (iii) Candidate shall not make claims regarding certification outside of the intended scope of the appropriate certification.
 - k. Candidate agrees to not use the certificate in a manner that is misleading or unwarranted.
6. INDEMNIFICATION
- l. Candidate agrees to indemnify, defend and hold BPI harmless against any losses, liabilities, damages, claims and expenses (including attorneys' fees and court costs) arising out of any claims or suits, whatever their nature and however arising, in whole or in part, which may be brought or made against BPI, or its Test Centers, officers, employees or assigns, in connection with: (i) any personal injury, property damage or other claims which are caused, directly or indirectly by any negligent act, omission, illegal or willful misconduct by the Candidate, (ii) Candidate's use or misuse of the Certification and/or the Logo; (iv) Candidate's use or misuse of BPI' confidential information; and/or (v) Candidate's breach of any obligations or warranties under this Agreement.
7. LIMITATION OF LIABILITY
- m. Damages. BPI shall not be liable for any indirect, incidental, special, punitive, or consequential damages or any loss of profits, revenue, or data. BPI's liability for direct damages, whether in contract, tort or otherwise, shall be limited to the fees paid to BPI under this Agreement.
8. CONFIDENTIALITY UNDERTAKING
- n. By signing this Agreement, Candidate agrees to all terms and conditions herein
 - o. Candidate agrees (i) to hold Confidential Information in confidence and take all reasonable precautions to protect it, (ii) not to, directly or indirectly, use Confidential Information at any time during the certification procedure, the performance of the Exam and thereafter, and (iii) not to, directly or indirectly, disclose, publish, reproduce or transmit any Confidential Information completely or in part to any third party, in any form, including but not limited to verbal, written, electronic or any other means for any purpose without the prior express written permission of BPI.
 - p. BPI retains all rights, title and interest in and to all information, content and data contained in the Exam and all copyrights, patent rights, trademark rights and other proprietary rights thereto provided by BPI under the certification procedure and Exam.

Upon any breach by the Candidate of the confidentiality undertaking in the Candidate Certification Agreement, BPI may automatically and without notice withdraw Candidate's Certification. Further, BPI is entitled to pursuing any other available remedy for unauthorized disclosure or for breach of the confidentiality undertaking in said Agreement.

By signing this document you agree and accept the terms and conditions of the agreement noted above and certify that all information in this application is true and correct.

Signature _____ Date _____

Please Submit this Request by Mail, Fax, or Email

Mail to:	Building Performance Institute, Inc. BPI Application for Certification 407 Hermes Rd., Suite 210 - EnergyScore Malta, NY 12020
Fax to:	(518)-899-1622 - 440-274-9664
Email to:	info@bpi.org info@energyscore.com