

- Only candidates who score **60-69%** on the original exam can apply to rewrite with the testing host.
- A candidate is only allowed **ONE** rewrite for each exam written.
- The original testing host must submit this application on behalf of the candidate and/or fire department at least **TWO WEEKS** prior to the proposed rewrite date.
- Rewrite exams must be completed within **SIX MONTHS** from of the date of original invoice.
- Submit completed applications to [ma.certexam@gov.ab.ca](mailto:ma.certexam@gov.ab.ca).

## Host Information

Host Name: \_\_\_\_\_ Contact Name: \_\_\_\_\_  
*Last* *First*

Email: \_\_\_\_\_ Contact Number: \_\_\_\_\_

Shipping Address: \_\_\_\_\_

Town/City: \_\_\_\_\_ Province/Territory: \_\_\_\_\_ Postal Code: \_\_\_\_\_

## Rewrite Information Legal names only — NO nicknames.

Date of Rewrite Exam: \_\_\_\_\_ Date of Original Exam: \_\_\_\_\_  
*MM/DD/YYYY* *MM/DD/YYYY*

NFPA Standard and Level: \_\_\_\_\_ Total # of Exams: \_\_\_\_\_

Students to Rewrite (first and last names)

## Proctor Information Legal name only — NO nicknames.

Legal Name: \_\_\_\_\_  
*Last* *First* *Middle*

Shipping Address: \_\_\_\_\_ Business Name (optional): \_\_\_\_\_

Town/City: \_\_\_\_\_ Province/Territory: \_\_\_\_\_ Postal Code: \_\_\_\_\_

Email: \_\_\_\_\_ Contact Number: \_\_\_\_\_

This collection of personal information is necessary to support the certification and accreditation programs of the Government of Alberta. The collection is authorized under Section 33(c) of the Freedom of Information and Protection of Privacy (FOIP) Act and will be managed in accordance with the privacy provisions in the Act. If you have questions regarding the collection of your personal information, please send your inquiry to the Government of Alberta, 16th Floor, Commerce Place, 10155 – 102nd Street, Edmonton, AB, T5J 4L4 or email [ma.certexam@gov.ab.ca](mailto:ma.certexam@gov.ab.ca).

## Invoice Information

- Invoices and results are emailed to the contact person listed on page 1 and to the invoice recipient listed below.
- Testing hosts will be charged based on the total number of exams marked.
- An exam will **not be marked** if a candidate **does not pass** the skills evaluation.
- Testing hosts may pay the invoice by:
  - mailing a cheque or money order payable to the Government of Alberta **OR**
  - emailing [ma.certexam@gov.ab.ca](mailto:ma.certexam@gov.ab.ca) to request payment by credit card. Include the invoice number in the request.

Invoice Recipient: \_\_\_\_\_ Purchase Order #/Contract # : \_\_\_\_\_

Department/Organization: \_\_\_\_\_

Email: \_\_\_\_\_ Contact Number: \_\_\_\_\_

Complete the following if the invoice address is different from the host address:

Shipping Address: \_\_\_\_\_ Business Name (optional): \_\_\_\_\_

Town/City: \_\_\_\_\_ Province/Territory: \_\_\_\_\_ Postal Code: \_\_\_\_\_

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