

National Home Inspector Certification Council

NHICC NATIONAL HOME INSPECTOR EXAM - CRITERIA & POLICY

The NHICC National Home Inspector Exam for the National Certification Program is based on meeting the following criteria:

1. **Objective** – prepared as a multiple choice style exam for home inspection based on 100 questions with a minimum of 4 multiple choice responses per question. All questions are pertinent to the skills specified in the National Occupational Standards.
2. **Question Database** – There are over 600 questions to start in the database categorized by specific residential building systems and related subsystems. Potentially 6 similar/related questions related to every question that would be released on the exam taken by the examinee.
3. **Questions and Answers** – The exam questions are worded so that there is only a single correct answer.
4. **Recommended Exam Program Design** – Identification of the learning objectives and relationship to the National Occupation Standards that need to be included in the exam.

The Core Areas - Include based on the NOS – (National Occupational Standards) latest version 2008. Blocks are defined as a general area of competence.

1. Block A: Manages Inspection Process (Communication)
2. Block B: Exteriors – (Structure and Building Envelope)
3. Block C: Interiors – (And Envelope)
4. Block D: Heating & Air Conditioning
5. Block E: Plumbing
6. Block F: Electrical

Exam Structure - Based on earlier surveys “Importance and Criticality” ratings were obtained from sources such as the National Home Inspectors Exam (NHIE) that provide the following guidelines for determining the delineation for number and domain of questions on the exam. In addition many of the questions are based on examination questions utilized in a number of college level, Home Inspection Programs that have been in existence for approximately the past 10 years. The exam is closed book, no reference materials permitted.

Exam Type – The exam is available in both paper based and online format. Both are controlled and time sensitive. The exam is released only to a pre-approved proctor. The applicant must specify which type of exam they plan on taking.

Domain	Block	Percentage of Exam	Number of items on Exam
Inspection Methods	A	20	20
Building Systems	B, C, D, E, F	50	50
Reporting	A, B, C, D, E, F	25	25
Ethics & Professional Practice	A	5	5

Pass Grade – Minimum of 70% score is deemed a baseline pass for the NHICC – National Home Inspector Exam. **Note:** the exam results will also be used as an applicant’s diagnostic tool to identify and develop a training plan using a gap report. Included with the results of the

National Home Inspector Certification Council

exam will be a report identifying any knowledge/skill gaps, together with options and/or recommendations to assist in addressing the gaps.

Scheduling Exams - To schedule an exam the applicant must contact the NHICC – National Registrar to register prior to when an applicant wants to take the exam. Applicants are required to complete a Background Review Application Form. There is no guarantee of a set time or date for the Exam until all of the required forms are properly completed.

Applicants taking proctored exams are responsible for confirming with the proctor that proctoring services can be provided for the full exam time (up to 3 hours maximum), and for **online exams** confirming that a computer with Internet access will be provided for the full exam time (public libraries may have limited Web access). **Note:** Applicants may not provide the computer for the exam for exam integrity purposes.

Proctor(s) - Request your exam at least one month prior to your proposed exam date. Exams must be proctored. Proctors are defined and must be approved prior to writing the exam. Proctoring is often available through tests centres. Many of the post-secondary institutions such as colleges and some universities offer such services. Often a fee is charged for such services. The applicant is responsible for any fees related to proctoring the exam.

“Proctors” are qualified professionals approved to administer the exam. This includes the following: Local proctors must be acting in an official capacity at their place of business in one of the following positions:

- Staff member of a public or private educational learning centre
- Dean, department chairperson, or registrar of a college or university
- Librarian (city, county, public or private school, etc.)
- Professional staff member of the adult or continuing education office, counselling centre, or testing centre at a college or university
- Public or private school superintendent, principal, or counsellor
- Judge of a court of law
- Military Educational Services Officer
- Human resources director or employee development coordinator
- NHICC - NHI Examiner

Note: Teachers/instructors and professors may NOT serve as proctors unless they are acting in one of the capacities listed above. Family members and relatives may NOT serve as proctors, no matter what their position.

Exam Site - The facility/exam room should ideally accommodate barrier free design. Room needs to be set-up in classroom style having adequate writing surfaces and large enough to accommodate the number of persons taking the exam. The exam room must have proper lighting and adequate ventilation. If possible, use a room that is in proximity to restrooms.