

You are required to register for a Free PSFA ACADIS Account
To review your certification status, register here: [PSFA ACADIS Login](#).

Candidate Rules on Test Day

- Complete all skills in a timely, safe, and proficient manner (move with a purpose).
 - PSFA Facial Hair Policy applies. [[View PSFA Facial Hair Policy](#)].
 - No cameras, textbooks, or skill sheets are permitted in the testing or staging area.
 - Testing facilities and grounds are secured—no friends, family, visitors, or fire officers are permitted.
 - No electronic devices are allowed during testing (e.g., cell phones, smartwatches, pagers).
 - Leaving the testing area is not permitted for any reason.
 - Routing card: do not misplace it, as it is required at each skill station and reporting back to the router.
 - You may be sent to stations as a team but will be evaluated individually. After completing a station, return to the staging area to be assigned to another station.
 - For restrooms or rehab, check with the router before leaving the staging area.
 - If caught cheating, the test coordinator will ask you to leave quietly. You will not be allowed to continue testing until the State Fire Academy makes a final decision.
 - The State Fire Academy has the final decision on all certification matters.
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Retest Process

- On Test Day: You must pass all skill stations. If unsuccessful in three or fewer skill stations, you may retest the same day (only one retest per skill station). If you fail four or more skill stations, you may NOT retest that day.
 - Retesting on a different:
 - Written tests can be taken at any time. Skill station tests can only be taken when the certification is scheduled.
 - You may attend any PSFA Certification Test Site for a retest.
 - **To schedule a retest at BC3 PSTF:**
 1. When ready, email the letter from the PSFA Certification Office to Jason Bragunier at Jason.Bragunier@BC3.edu.
 2. Include three preferred dates and times for a written retest or indicate the scheduled certification where you want to retest skill stations. Provide at least 21 days' notice to schedule your retest.
 - **Do not lose your letter from the PSFA regarding retesting, as no retest will be given without it.**
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Tips for Success

- Listen carefully to the evaluator's directions and ask questions before starting each skill.
- Communicate with your partner and ensure you wear appropriate PPE (e.g., eye, hand, and head protection).
- Relax and focus.