



THE INSTITUTION OF FIRE ENGINEERS  
FOUNDED 1918 • INCORPORATED 1924

## March 2018 Examination Application Form

Please Write Clearly in BLOCK CAPITALS

IFE Candidate/Membership Number: (if applicable)           Date of Birth:   /   /

Title:  Forename(s):

Surname(s):  Gender:  Male/Female

Please specify in the box below how you require your name to appear on any future certificates:

Tel Home: <input type="text"/>	Full Postal Address: <input type="text"/>
Tel Mobile: <input type="text"/>	
E-mail: <input type="text"/>	<input type="text"/>
<i>(We will send your exam acknowledgement letter via e-mail where one is provided - individual applicants only)</i>	
Employer: <input type="text"/>	Country: <input type="text"/> Postcode: <input type="text"/>

Please tick to confirm that you have read and accept the Terms and Conditions for Candidates listed on page 2 of this form.

Please tick (✓) the examination paper(s) you wish to take.			Tick
Thursday 8 March	09.00-10.00	Level 3 Certificate Unit 1: Fire Engineering Science	
	10.30-11.30	Level 3 Certificate Unit 2: Fire Operations	
	10.30-13.30	Level 2 Certificate	
	10.30-13.30	Level 3 Diploma Unit 2: Fire Safety	
	10.30-13.30	Level 4 Certificate Unit 1: Fire Engineering Science	
	14.30-17.30	Level 3 Diploma Unit 6: Fire Service Operations and Incident Command	
	14.30-17.30	Level 3 Diploma Unit 4: Aviation Fire Operations	
	14.30-17.30	Level 4 Certificate Unit 3: Fire Service Operations and Incident Command	
	14.30-17.30	Level 4 Certificate Unit 4: Aviation Fire Operations	
	14.30-17.30	Level 4 Certificate Unit 7: Civil Emergency and Disaster Management	
Friday 9 March	09.00-10.00	Level 3 Certificate Unit 3: Fire Safety	
	10.30-11.30	Level 3 Certificate Unit 4: Management and Administration	
	10.30-13.30	Level 3 Diploma Unit 1: Fire Engineering Science	
	10.30-13.30	Level 4 Certificate Unit 5: Leadership and Management in Fire and Rescue	
	10.30-13.30	Level 4 Certificate Unit 6: Fire Investigation	
	14.30-17.30	Level 3 Diploma Unit 5: Leadership and Management in Fire and Rescue	
	14.30-17.30	Level 3 Diploma Unit 7: Fire Investigation	
	14.30-17.30	Level 4 Certificate Unit 2: Fire Safety	

Preferred Examination Centre:  Centre Code: (Please see page 3)

## Terms and Conditions for Examination Candidates – March 2018

Candidates applying for the IFE examinations agree to be bound by the Terms and Conditions set out below.

1. Candidates must provide true and accurate information when they complete the application form. This information will be used to generate certificates where applicable. Candidates are responsible for informing the IFE of any changes in the information (eg the address) provided.
2. Candidates must submit their examination entry fee at the same time as they submit their application form.
3. Candidates must submit their entries by the closing date of 17 November 2017. Candidates may cancel their entries with full refund up until 5 January 2018. Examination fees will not be refunded after this time.
4. Candidates must provide proof of identity to the examination centre prior to sitting their examination.
5. Candidates must familiarise themselves with the rules and conditions that apply to examinations set by the IFE and must ensure that they comply with these rules.
6. All candidates must conduct themselves in an appropriate manner during the examination. The IFE reserves the right to disqualify any candidate who does not comply with the examination rules or who is identified by the examination centre as committing malpractice. In this instance, fees will not be refunded.
7. Candidates are responsible for ensuring that they arrive at the examination venue on time. Candidates must arrive at least 30 minutes before the examination commences. Candidates who are late may not be allowed to take the examination.

### **Fees for 2018**

<b>Level 2 Certificate</b>	\$ 75
<b>Level 3 Certificate</b>	\$ 52 per paper \$ 170 for all four Level 3 Certificate papers to be taken in the same session
<b>Level 3 Diploma</b>	\$ 120 per paper \$ 385 for all four Level 3 Diploma papers to be taken in the same session
<b>Level 4 Certificate</b>	\$ 135 per paper \$ 455 for all four Level 4 Certificate papers to be taken in the same session

## Submitting the Application

### **APPLICATION BY E-MAIL – Preferred Option**

Please complete this application form and online payment by Bank Transfer to:

Institution of Fire engineers NZ Branch **38-9008-0158057-00** and e-mail the form to [Exams@ife.org.nz](mailto:Exams@ife.org.nz).

You will receive an acknowledgement of your application from the NZ Branch and also confirmation from the IFE UK to confirm your application details prior to sitting the exams.

### **APPLICATION BY POST**

Please complete this application form, enclose payment (cheque/bank draft) and post to:

The Secretary  
The Institution of Fire Engineers  
PO Box 3961  
Wellington, NEW ZEALAND

**All applications and fees should be sent to and arrive at the New Zealand branch before  
17<sup>th</sup> November 2017.**

**2018 Provisional List of IFE Examination Centres**

It is sometimes possible to accommodate candidates at examination centres that do not appear on this list. Although this cannot be guaranteed, candidates are welcome to enquire about a location/region that does not appear below.

<b>New Zealand Venues</b>	
<b>Location</b>	<b>Venue Code</b>
Auckland	371
Wellington	379
Christchurch	372
Rotorua	378
Dunedin	381
Taupo	370
Wanganui	389

**Data Protection**

The Institution of Fire Engineers (IFE) is fully registered under the UK Data Protection Act. The IFE will not provide your information to third parties for their direct use. In accordance with this Act, the IFE (and companies processing data on its behalf) will hold and use data contained in this form for administrative purposes, to provide the examination services you have requested and to maintain your IFE record. The data you have provided will override any previous information that the IFE collected from you.

The IFE, with your permission, would also like to provide you with information about other products and services.

If you would like to receive information about IFE products and services, please tick this box.

Please tick the appropriate box(es) to register your preferred method(s) for contact :  
e-mail  or post  or both .