



THE INSTITUTION OF FIRE ENGINEERS  
FOUNDED 1918 • INCORPORATED 1924

## March 2019 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"/>		<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 14 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 15 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 Certificate in Passive Fire Protection	
	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	
	14.30-16.00	Level 2 Certificate in Passive Fire Protection	
	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	

## Terms and Conditions for Examination Candidates – March 2019

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 **30 November 2018**. Candidates may cancel their entries with full refund up until **7 January 2019**. 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 March 2019

Qualification	Price per examination (single unit)	Price for 4 units (where candidates sit all 4 units in the same examination session)
Level 2 Certificate	NZD \$90	N/A
Level 2 Certificate in Passive Fire Protection	NZD \$90	N/A
Level 3 Certificate in Fire Science, Operations, Fire Safety and Management	NZD \$65	NZD \$215
Level 3 Certificate in Passive Fire Protection	NZD \$145	N/A
Level 3 Diploma in Fire Science and Fire Safety	NZD \$145	NZD \$495
Level 4 Certificate in Fire Science and Fire Safety	NZD \$170	NZD \$570

## General Data Protection Regulation (GDPR) Statement for Candidates

The Institution of Fire Engineers (IFE) takes your privacy seriously and treats all personal information in accordance with EU/UK data protection legislation. When booking IFE examinations, the IFE requests the minimum information necessary to manage the examination service. The IFE will use the information you supply here only for the administration of your booking and for further communications about examinations. The IFE does not collate or hold financial information beyond the point where the fees due are processed. If you do not want to supply the IFE with any of the information required by this form, please do not proceed with your booking. Please view our Privacy Policy [https://www.ife.org.uk/write/MediaUploads/Exams/Policy\\_-\\_Privacy\\_Policy.pdf](https://www.ife.org.uk/write/MediaUploads/Exams/Policy_-_Privacy_Policy.pdf) for more information.

## 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

### 2019 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.

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