

WEATHERIZATION EXPANDS

The Arkansas Energy Office program will receive millions of dollars over the next five years to enhance energy efficiency in Arkansas.

The Weatherization Assistance Program (WAP), the nation’s largest residential energy efficiency program, will expand significantly as the Bipartisan Infrastructure Law (BIL) makes a historic \$3.5 billion investment in weatherization. The Arkansas WAP is expected to receive approximately \$33 million in funding over the next five years, beginning October 1, 2022. These BIL funds will be used to improve the energy efficiency of homes and to lower energy costs for low-income households by an average of \$372 per year, as well as expand workforce opportunities. Providers of weatherization services will hire staff, including Certified Energy Auditors and Quality Control Inspectors, needed to meet this much larger demand. This initiative emphasizes identifying and training nontraditional employees. There will similarly be increased need for contractors to do the actual work of weatherizing homes.



| UPCOMING EVENTS | | |
|-----------------|--------------------------------------------|--------------|
| DATE | EVENT | CITY |
| SEPT. 10 | SouthArk Expo '22 | El Dorado |
| SEPT. 13 | Pike County Public Library | Murfreesboro |
| SEPT. 14 | Piggott Public Library | Piggott |
| SEPT. 19 | Poinsett County Library | Harrisburg |
| SEPT. 22 | Malvern-Hot Spring County Library | Malvern |
| SEPT. 26 | Forrest City Public Library | Forrest City |
| OCT. 11 | Alma Senior Activity Center | Alma |
| OCT. 17 | Ashdown Community Library | Ashdown |
| OCT. 17 | Foreman Public Library | Foreman |
| OCT. 18 | Public Library of Camden & Ouachita County | Camden |
| NOV. 1 | Jackson County Library | Newport |
| NOV. 2 | Lafayette County Library | Lewisville |
| NOV. 7 | Elkins Senior Activity & Wellness Center | Elkins |
| NOV. 14 | McCroy Public Library | McCroy |
| DEC. 5 | Rotary Club of Marianna | Marianna |
| DEC. 5 | Lee County Library | Marianna |

| RECENT EVENTS | | | |
|---------------|--------------------------------------------|-----------------|------------|
| DATE | EVENT | INSTRUCTOR | CITY |
| AUG. 10 | White Hall Library | John Fetherston | White Hall |
| AUG. 15 | Boone County Senior Center | John Fetherston | Harrison |
| AUG. 22 | Crossett Public Library | John Fetherston | Crossett |
| AUG. 24 | Marion County Senior Activities & Wellness | John Fetherston | Flippin |

| UPCOMING TRAININGS | | |
|--------------------|---------------------------------------------------|-------------|
| DATE | EVENT | CITY |
| SEPT. 26 | Manual N | Little Rock |
| SEPT. 27 | Certified Measurement & Verification Professional | Little Rock |
| SEPT. 29 | Manual N | Little Rock |
| OCT. 3 | Certified Energy Auditor Course & Exam | Fort Smith |
| NOV. 7 | Business Energy Professional Certification Course | Little Rock |
| DEC. 31 | Building Science Principles online course & exam | Online |

| RECENT TRAININGS | | | |
|------------------|---------------------------------------------------------|-------------------|------------|
| DATE | EVENT | INSTRUCTOR | CITY |
| AUG. 9 | Energy Auditing for Building Success Seminar & Workshop | Clint Christenson | Fort Smith |
| ONGOING | Building Science Principles online course & exam | Online | Online |

If you know of an individual, program, or organization that has received recognition in the energy efficiency field, please let us know so we can highlight their achievement.

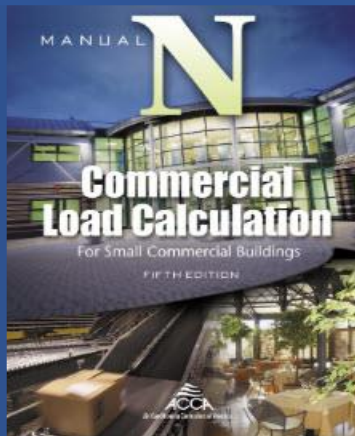


FOR MORE INFORMATION, CONTACT:

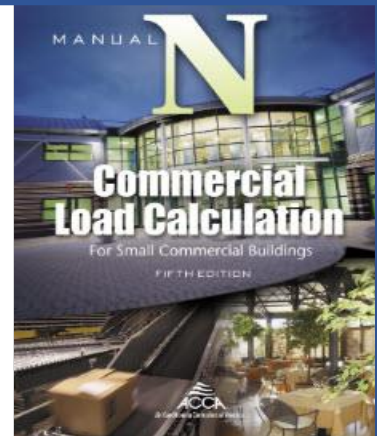
MAGGIE SPOONER
501.682.0022
maggie.sponer@adeq.state.ar.us

JOHN FETHERSTON
501.682.2287
john.fetherston@adeq.state.ar.us

Got Light Commercial Jobs? Need a Load Calculation?



Manual N / Commercial Load Calculation Could be Your Solution



ACCA / Wrightsoft Manual N Class (2 days, 2 locations)

- September 26 & 27 : 8:30 a.m. to 5:00 p.m.
UA PTC Business & Industry Center, 3303 E Roosevelt, Little Rock
- September 29 & 30 : 8:30 a.m. to 5 p.m.
NWACC, One College Drive, Bentonville

Cost:

Software: Wrightsoft Commercial Load

- If student already has Wrightsoft RightSuite (Manual J, D, S, Draw)---only \$120.00 additional annual subscription to upgrade to include Manual N
- If student has no software--\$450 annual subscription
- Software must be purchased through the Association for this pricing

Course Fee: \$100.00

Manual Fee: \$125.00 (Manual (book) is optional)

To Register, Click Here for Your Preferred Location

[Central Arkansas Sept 26 & 27](#)

[NW Arkansas Sept 29 & 30](#)

For Information, Contact:
Arkansas HVACR Association
tomhunt@arhvcr.org
501-487-8655

Qualifies for

- 2 hrs.
- Arkansas CE
- # 22-07

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**ENERGY EFFICIENCY
ARKANSAS**



Announcing Certified Measurement & Verification Professional Course and Exam Coming to Little Rock this Fall

Association of Energy Engineers has established the **Certified Measurement and Verification Professional** program with the dual purpose of recognizing the most qualified professionals in this growing area of the energy industry, and raising the overall professional standards within the measurement and verification field.

The International Performance Measurement & Verification Protocol (IPMVP), first established by the U.S. D.O.E., has become the internationally recognized protocol for performance measurement and verification (M&V). The IPMVP guidelines, built with the help of organizations from 16 countries and hundreds of individual experts from 25 nations, provides a consistent, reliable approach to M&V around the world.

Course Registration: **ArkansasAEE.org**

Course Instruction: Sept 27-29, 2022, 8am-5pm (2.4 CEUs awarded)

Certifying Exam: Sept 30, 2022, 9:00am

Course Fee: \$ 850* first 20 AAEE members/Arkansas residents
\$1950 Non-member, non-resident ticket, AR residents after first 20

Course Instructor: Chris Balbach, PE, CEM, CMVP, BEMP, LEED AP

Course Location: Harrison Energy Partners, Training Center
1501 Westpark Dr., Ste.9, Little Rock, AR 72204

In preparation for the class, look at the online resources:

<https://www.aeecenter.org/certified-measurement-verification-professional/becoming-a-cmvp/>

What you should bring to class:

Notebook and sticky tabs to mark book

Pencils and Highlighters

Scientific calculator (TI30, 30x, 35 or 35x) - know how to use your calculator.

*Course fee subsidized by **Energy Efficiency Arkansas**

Email: energy_education@ArkansasAEE.org for more information





Become a Certified Energy Auditor

The Certified Energy Auditor (CEA) Credential

Energy Auditors undertake energy efficiency assessments of large buildings and industrial facilities. Their audits cover building systems, occupancy, operations, maintenance, and code compliance. An auditor aims to provide their client with detailed survey results, risk mitigation analysis, implementation plans, and a final investment-grade analysis. Many auditors work to predefined codes and standards, such as the ASHRAE Standard 211-2018 for Commercial Building Energy Audits.

Discounted Rates available for 20 AR residents (must be AAEE Member)

Course Registration: **ArkansasAEE.org**

Course Instruction & Exam: Oct 3-7, 2022, 8am-5pm (3.2 CEUs awarded)

Course Fee: \$850* First 20 Arkansas residents (must be AAEE member)
\$2095 Non-resident, non-member ticket

Course Instructor: Clint D. Christenson, CEM, CEA

Course Location: Little Rock, AR
Harrison Energy Partners Training Center

You can find more resources at the following link:

<https://www.aeecenter.org/certified-energy-auditor/>

What you should bring to class:

Notebook, pencils, highlighters and sticky tabs to mark book

Scientific calculator (TI30, 30x, 35 or 35x) - know how to use your calculator.

*Course fee subsidized by **Energy Efficiency Arkansas**; Exam fee included in course registration fee. Separate exam application is required.

Objectives of the CEA certification

- To raise the professional standards of those engaged in energy auditing
- To improve the practice of energy auditing by encouraging energy auditors in a continuing program of professional development
- To award special recognition to those energy auditors who have demonstrated a high level of competence and ethical fitness for energy auditing

Email: Energy_Education@ArkansasAEE.org for more information





Certified Energy Auditor

An Industry Recognized Certification for Energy Auditors

Who are Certified Energy Auditors?

- Do you evaluate and analyze energy use in a facility, identify energy conservation opportunities, and make recommendations where consumption can be reduced or optimized?
- Are you an energy auditor looking to validate your experience and knowledge?
- Are you a consultant that specializes in energy efficiency upgrades to buildings and building systems?
- Do you conduct audits and assessments in government buildings and are required to work to the US Department of Energy's Guide to Energy Audits?

Energy Auditors undertake energy efficiency assessments of large buildings and industrial facilities. Their audits cover building systems, occupancy, operations, maintenance, and code compliance. An auditor aims to provide their client with detailed survey results, risk mitigation analysis, implementation plans, and a final investment-grade analysis. Many auditors work to predefined codes and standards, such as the ASHRAE Standard 211-2018 for Commercial Building Energy Audits.



What does the Certified Energy Auditor (CEA®) Certification Program offer?

This program helps educate and qualify individuals involved in optimizing the use of energy in buildings and systems. By obtaining the CEA certification, candidates gain industry and peer recognition by demonstrating their understanding of energy auditing principles, practices, and technologies. The program raises the professional standards, both technical and ethical, of those engaged in energy efficiency and energy management.

What is the bottom line for me or my company?

Gaining a wide-reaching and industry-recognized certification is always a personal and financial investment. The CEA certification qualifies and auditor to work under the ASHRAE Standard 211-2018 for Commercial Building Energy Audits. Individuals report career improvements in the form of salary and responsibility increases. The certification shows individuals hold a fundamental understanding of the profession and a commitment to the highest standards of quality. Companies, organizations, and consultants with a CEA on-staff often see a higher affinity with their customers because CEAs understand their customer's requirements, speak the language of energy auditing, and are trusted to report and validate energy metrics and potential savings.

aeecenter.org/cea

What functional areas does the CEA® Certification Program cover?

The certification program requires fundamental knowledge across several core principles and practices specific to energy auditing in buildings and facilities. These include:

- Developing an Energy Audit Strategy & Plan
- Energy Use Analysis
- Data Collection & Analysis
- Economic Analysis
- Lighting Systems
- Heating, Ventilation & Air Conditioning Systems
- Domestic Hot Water Systems
- Motors and Drives & Compressed Air Systems
- Building Envelope
- Building Automation Systems, Process Automation Systems, & Energy Management and Control Systems
- Alternative Generation & Storage
- Transport

How do I become eligible for AEE's CEA® certification?

Every certification program offered by AEE is defined by strict standards to ensure the program maintains its industry-wide recognition and credibility. To that end, AEE stipulates three criteria that all CEA candidates must meet. Firstly, applicants must have relevant experience or educational credentials (see below). Secondly, candidates must undergo a defined training program that aligns with the fundamental knowledge base of the program, and the principles and practices of the industry as a whole. Thirdly, candidates must pass the associated exam to demonstrate their technical knowledge, proficiency, and abilities in the area of energy efficiency.

Experience & Education

Applicants must meet one of the following eligibility criteria:

- 4-year or Level 6 European Qualifying Framework (EQF) engineering/architectural degree* OR Professional Engineer (PE) OR Registered Architect (RA) OR Current status of Certified Energy Manager (CEM®), and 3+ years related** work experience.
- 4-year or Level 6 EQF (non-engineering/architectural) degree*, and 4+ years related** work experience.
- 2-year or Level 5 EQF associate degree*, and 5+ years related** work experience.
- Have 10+ years related** work experience

*or equivalent degree.

**Related experience in energy auditing and/or participating in a team doing energy assessments.

Who recognizes or accredits the CEA® program?

The Certified Energy Auditor (CEA) is accredited by many organizations worldwide. Visit the AEE website for a complete list.

CEA® is ISO IEC 17024 accredited by Entidad Nacional de Acreditación (ENAC) and American National Standards Institute (ANSI)



CEA® is a US Department of Energy, Better Buildings Workforce Guidelines recognized programs.



The International CEA® program is recognized by the UK's Energy Savings Opportunity Scheme (ESOS).



CEA® is recognized for Ireland's Energy Audit Scheme.



CEA® is required under United Arab Emirates ESCO accreditation scheme.



CEA® is recognized by the Saudi Energy Efficiency Center (SEEC).



Why would I want to take a training program when I believe I already have the knowledge and experience required to pass an exam?

A CEA training program provides more value than only preparing individuals to take the associated exam. It brings all candidates to a base level of understanding across a wide variety of energy management topics.

For those entrenched in their normal daily activities, attending a training program, held away from the office, in a classroom environment can be a catalyst for improvement and change. For many, the chance to network, connect, and learn from other like-minded individuals is incredibly valuable.

I obtained my CEA® Certification, where do I go next?

The CEA certification can help define your status as an energy auditor and help progress your career. Once complete, make sure you maintain your account and keep track of your certification on aeecenter.org. You can also keep up to date on energy management practices and technologies by joining your local AEE Chapter. Energy professionals continuously tell us that they stay ahead in the industry by getting involved in their local community.

Find Your Local AEE Chapter

Which companies and industries value the Certified Energy Auditor (CEA®) certification?

You can find CEAs across markets and industry sectors, from utilities, ESCOs, major multi-national corporations, power companies, respected controls contractors, and manufacturers, to federal, state, and local governments, military, universities, and school boards. Many of these organizations require a CEA certification as a condition of hiring or a requirement for advancement. Government organizations request the certification within "Requests for Proposals." The following list is a sample of companies across a wide range of industries that have demonstrated they value Certified Energy Auditors.

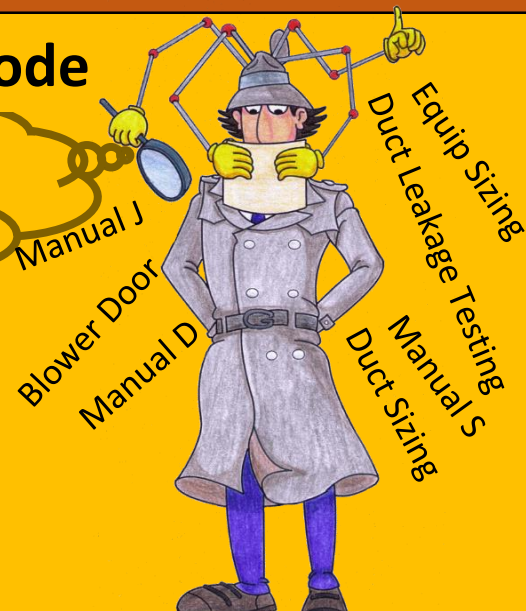
- 3M
- 7-Eleven
- Accenture
- AECOM
- AEP - American Electric Power
- AGS Enterprises Inc.
- Ameresco
- American Electric Power
- ARAMCO
- Boeing Company
- Booz Allen Hamilton
- Brady Services
- Cabot
- Caterpillar Inc.
- CBRE
- Clean Technology Centre
- CLEAResult
- Coffman Engineers
- ConEdison Solutions Company
- Constellation Energy
- DAIKIN
- Daimler Chrysler
- Defence Force Ireland
- Department of Defense
- DTE Energy
- Duke Energy
- Eastern Research Group
- Edison Energy
- Eenovators Limited
- Efficiency Nova Scotia Corporation
- EfficiencyOne
- EM3
- Energy Analytics LLC
- Energy Cybernetics
- ENGIE Impact
- Eversource Energy
- Florida Power and Light
- Gannett Fleming Inc
- Georgia Power Co.
- Greater Orlando Aviation Authority
- Harrison Energy Partners
- Hitachi Consulting
- Honda of America Manufacturing
- Honeywell
- Intel Corporation
- Izzat Marji Group
- Johnson Controls Inc
- Jones Lang LaSalle
- Jordan Advanced Alternative Energy And Transport Solutions
- King Fahad University of Petroleum and Minerals
- Kuwait Institute for Scientific Research
- Leidos Engineering
- Lockheed Martin
- London Environmental Network
- Loring Consulting Engineers Inc.
- Massachusetts Port Authority
- Mississippi Power Company
- National Energy Management Institute
- National Grid
- Naval Facilities (NAVFAC) Hawaii
- New York City Dept. of Education
- New York Power Authority
- New York University
- Nissan
- NORESKO
- Oman Electricity Transmission Company
- Parsons Corporation
- Penn State Facilities Engineering Institute
- Pfizer
- Philips Lighting
- Pinnacle Energy Services
- Practical Energy Solutions
- Public Works Department of Malaysia
- Raytheon Co.
- Realpoint Real Estate Consultancy
- REMICA S.A
- RMB Electrical Consultancy
- Rockwell Automation
- Sain Engineering Associates Inc.
- Sanofi
- Saudi Aramco
- Saudi Energy Efficiency Center (SEEC)
- Schneider Electric
- Siemens Building Technologies
- Southern California Edison
- Southern California Gas Company
- Support Services of Alaska
- Sustainable Buildings Solutions
- Tampa Electric Company
- Target Energy
- Telecom S.A.
- Texas A&M University
- Texas Instruments Inc.
- The Home Depot Canada
- Toyota Motor North America
- Trane
- Trinity Consultants
- TVA
- UNESCO
- United States Department of Agriculture
- US Army Corps of Engineers
- US Department of State
- US Dept of Homeland Security
- Utility Management Services Inc.
- Wal-Mart Stores Inc.
- Walt Disney Imagineering
- Washington Real Estate Investment Trust
- WSP USA
- Yardi Systems Inc.
- Yum! Brands Inc.
- ZESCO Limited

Find A CEA Near You
AEE Certified Professionals Directory

Inspectors Interpreting HVAC Design Code

Inspector's HVAC How To Know Class—

What's this paperwork
mean ?!x"?!



- Manual J Blower Door
- Manual D Duct Leakage
- Manual S

Ever wonder how to evaluate / inspect the HVAC

Amazing Deal

Registration
Association Member – Free
Non Member - \$50

**Click on Your
Preferred Location
to Register**

**Not an Association Member
and Want to go for FREE
Click here for a
FREE MEMBERSHIP**



2300 North Lowell Road
Springdale, AR 72764
October 14
8:30 – 4:30



5504 Krueger Drive
Jonesboro, AR 72401
October 17
8:30 – 4:30



6 Collins Industrial Place
North Little Rock, AR 72113
November 4
8:30 – 4:30



3696 East Main Street
El Dorado, AR 71730
November 9
8:30 – 4:30

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&



Arkansas HVACR Association

DET *Verifier*

(Duct & Envelope Testing) Duct Blaster & Blower Door Training

- Duct Leakage Certification
- Whole House Leakage Certification



Residential New Construction Duct
must pass Mechanical Code leakage standards beginning 2023

Fall Venues & Dates to be determined

Camden

Forrest City

Harrison

Jonesboro

Texarkana

Central Arkansas (2 classes)

Fort Smith

Hot Springs

Northwest Ark

For information contact: Tom Hunt@ 501-487-8655

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ENERGY EFFICIENCY
ARKANSAS

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Southface

ALANTA, GEORGIA

THE ARKANSAS MODEL

Arkansas HVACR Association
"Coming Together to Serve Arkansas"
SERVING ALL ARKANSAS



What is the certificate?

Earning the Building Science Principles (BSP) Certificate of Knowledge proves that you have basic knowledge of building science. Building science demonstrates how various components of a home interact to affect the home’s overall performance.

The BSP Reference Guide, available in both English and Spanish, teaches you some of the widely-used industry terminology and concepts related to building science.

Understanding the relationships between the building envelope, heating, AC, insulation, mechanical ventilation, and other systems of the home will help you understand how these systems affect the comfort, health, and safety of its occupants.

You can study the guide and then challenge the online exam from your computer to earn the BSP certificate.

To learn more about the BSP, please visit bpi.org/certificate or email bsp@bpi.org.

The BSP certificate proves your basic knowledge of building science.

Please note: The BSP certificate is not a professional certification. To learn more about BPI certifications, visit bpi.org/certification.



“This guide is easily readable and well-illustrated: a powerful resource for filling in gaps in building science knowledge.”

-Daniel Lea, Cellulose Insulation Manufacturers Association

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Founded in 1993, the Building Performance Institute (BPI) is the nation’s premier certification and standard-setting organization for home performance professionals.

BPI is a 501(c)(3) nonprofit organization accredited by the American National Standards Institute, Inc. (ANSI) as a developer of American National Standards and as a certifying body for personnel credentials. BPI develops the technical standards for home energy audits and for energy efficiency, health, and safety improvements.

From these standards, BPI develops rigorous online and field exams for BPI’s professional certifications.

bpi.org
info@bpi.org

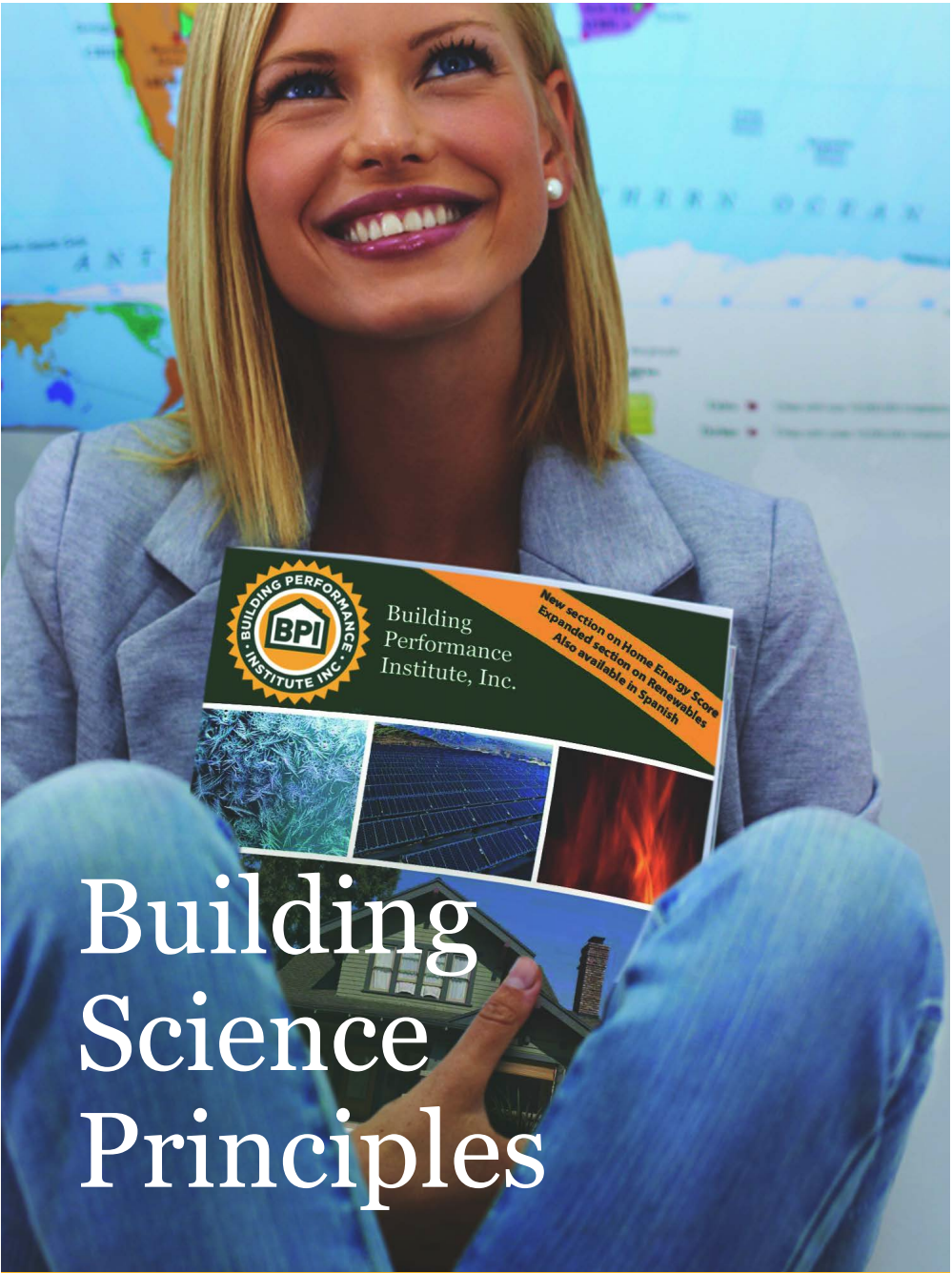
Building Performance Institute, Inc.
107 Hermes Road, Suite 210
Malta, NY 12020

Phone: (518) 899-2727
Toll-Free: (877) BPI-1BPI
Fax: (518) 899-1622



The symbol of excellence for home performance contractors

SM



Building Science Principles

The Building Science Principles certificate is your first step into the world of home performance.

bpi.org



SM

WHO SHOULD GET THE CERTIFICATE

Who should get this certificate?

The Building Science Principles (BSP) Certificate of Knowledge is designed for a variety of audiences, including:

- Remodelers and home improvement contractors
- Insulation, HVAC, and window installers
- Employees of contracting companies
- Community college students interested in a career in the building trades
- Vocational or technical trade students
- Secondary school students interested in environmental sustainability
- Realtors
- Energy-related product manufacturers and their distributors
- Sales representatives
- Homeowners and renters

Case Study: Home Performance Contractor

BantamWesson is an HVAC and energy efficiency company. 85% of their staff obtained the Building Science Principles (BSP) Certificate of Knowledge.

“The BSP curriculum enlightened our customer service representatives, our sales people, our oil delivery guys, and senior management on how understanding the house as a system can help each and every conversation they have with our customers. Although our HVAC technicians are already knowledgeable on this, the BSP curriculum helped them to convey concepts to the homeowner and possibly upsell our other services. The BSP helped get our employees up to speed on why we offer energy efficiency services and still sell fuel.”

VALUE OF THE CERTIFICATE

How can I use what I learn?

Renters and homeowners can benefit from learning how a home’s different systems, including the envelope, heating, insulation, ventilation, and more, interact to affect its efficiency and comfort.

Home performance issues can result in higher energy bills that could impact the approval amount of a mortgage loan. **Realtors** may find that knowing the basics of building science helps them better educate buyers during the home sales process.

Someone in the building trades will benefit from the ability to speak knowledgeably with customers about how building systems interact, leading to happier customers, more referrals, and increased business.

Students looking for internships or jobs can get a leg up on their competitors by earning the BSP Certificate of Knowledge. Building science knowledge is in hot demand, especially from employers, such as home improvement contractors, utilities, government energy efficiency programs, weatherization agencies, and many others.

Case Study: High School Workforce Development

The **Green STEP program**, an **Energize Connecticut** collaborative, prepares Connecticut technical high school students for green industry jobs. So far, **over 110 students** and **144 construction and science teachers** have obtained the Building Science Principles (BSP) Certificate of Knowledge.

“The BSP lays the foundation for building science education. The BSP training course empowers anyone who takes it to talk intelligently about buildings, areas of concern that need weatherization, and the immediate health, safety, and performance benefits that come from building correctly and addressing problems. High school students that obtain the Certificate of Knowledge increase the value of their future employment.”

GETTING STARTED

How do I get started?

Read and study the Building Science Principles (BSP) Reference Guide, then challenge the BSP online exam from your computer or at a BPI Test Center.

The BSP exam is a 100-question multiple choice, open-book exam, with a passing score of 70%. Candidates have one (1) year from the date of purchase to complete the exam.

Once you successfully pass the exam, you can print your personalized BSP Certificate of Knowledge.

As a bonus, active BPI Certified Professionals can earn six (6) BPI CEUs for successfully obtaining the BSP Certificate of Knowledge.

Case Study: Technical Institute

The **Wichita Technical Institute (WTI)** HVAC/R program provides the training students need to begin successful careers in the field. WTI offers Building Science Principles (BSP) training to HVAC students as a way of incorporating house-as-a-system concepts into the overall program. At the end of the training, students take the exam to obtain the accompanying BSP Certificate of Knowledge.

“The Building Science Principles exam has been perfect for HVAC/R students at WTI. The study material is current and well-written, and the knowledge the students walk away with is invaluable.”

There are some things that you should know that will be important when using the [BPI Building Science Principles products](#):

- The BSP Online Reference Guide (web version) is not compatible with devices that do **NOT** support Adobe Reader such as any Android device; you must have a functioning Adobe Reader/Adobe Flash to read the **web** version of the guide.
- The web version is **not downloadable** and **cannot be printed**.
- The BSP **online exam** is NOT compatible with the following web browser – Windows 8 Metro IE (Internet Explorer); however, IE10 on the native desktop DOES appear to work.

Begin by logging onto

<https://exams.bpi.org/portal/en/bsp>

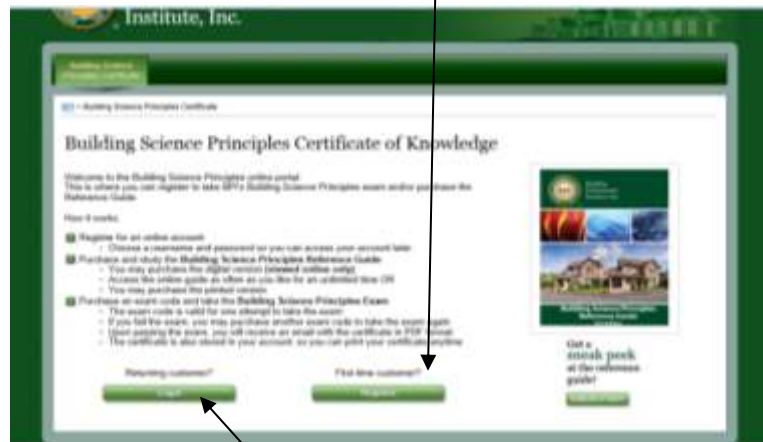
for the **English** version of the BSP

or

<https://exams.bpi.org/portal/es/bsp>

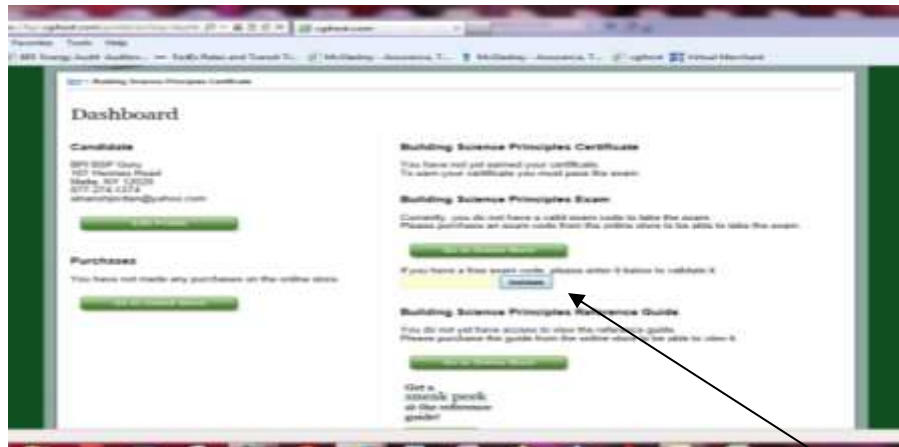
for the **Spanish** version of the BSP.

- This link will take you to the page where you will create your BSP user information. Users will need to create a **USERNAME** AND **PASSWORD** that is **UNIQUE to the BSP**. **PLEASE DO NOT USE UNDERSCORES AS PART OF YOUR USERNAME OR PASSWORD AS UNDERSCORES WILL PREVENT YOU FROM ACCESSING YOUR BSP DASHBOARD IN THE FUTURE.** You **should not** use existing BPI candidate or proctor credentials if you have them.
- You need to hold onto this USERNAME AND PASSWORD to log in each time you wish to use the BSP system.

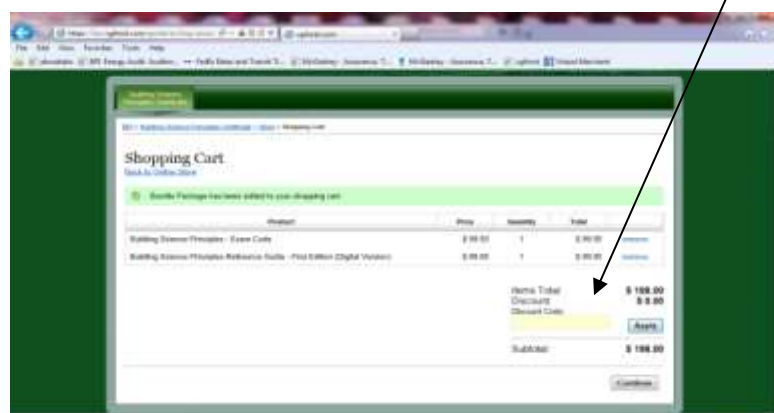


- You will need to link to the [Returning Customer](#) each time you wish to re-enter the Dashboard that you created to use the BSP system. Once you have created an account specific to the BSP, your **BSP Dashboard** is where your personal BSP

information will be stored. That does include the link to the web version of the guide if you have purchased it, the exam, and the **Certificate of Knowledge** if earned by successfully completing the BSP exam.



- To the right of your **name** in the BSP Dashboard, there is a field for an **exam code**. If the company you are working with provides a pre-paid *****exam code***** to you, you will need to **copy and paste** that code into the field provided. **Please be sure that the exam code is aligned all the way to the left with no phantom spaces is front of it.** Once the code is activated, you will be able to click here and challenge the exam. The system will recognize this specific code as already paid for; this is different than using a discount code at checkout.
- From the Dashboard, you can make additional purchases by choosing 'Go to Online Store' and then placing item(s) in your shopping cart.
- Individuals with codes for the BSP Guides(s) should add those product(s) to the shopping cart. At checkout you will need to enter the '**Discount Code**' provided.



- Discount codes will reduce the cost of the product by the agreed upon discount prior to completion of the checkout process. Discount codes might be for purchase of the BSP Guide web version, the BSP Guide (paperback version) and/or the BSP exam. Discount codes do not apply to exam codes for

exams that have already been paid for. ***See the instructions above*** if you have a code for an exam that has already been paid for.

- Codes that were previously paid for in full should zero out the total that is due for that product. Other discounted codes will reduce the price by the percentage or amount agreed on.
- Continue the checkout process. Once you have finished, if you purchased the web version of the guide, it will remain in your Dashboard. You will need to log in as a [returning customer](#) each time you want to use the web version of the guide. You need the case and space sensitive credentials that you used to create your BSP Dashboard.
- The exam will remain in this Dashboard until you use it or the code expires, whichever comes first. **The exam code is a one-use code and the code is good for one year from the date of purchase.**
- **THERE IS A TIMER BUILT INTO THE EXAM THAT WILL COUNT BACKWARDS FROM TWO HOURS. IF YOU NEED MORE THAN TWO HOURS TO COMPLETE THE EXAM, IT WILL BE ALLOWED. THE EXAM WILL NOT TIME OUT AS LONG AS YOU REMAIN CONNECTED TO THE INTERNET. YOU WILL NEED TO CLOSE THE EXAM UPON FINISHING. Once the exam is closed, you will immediately see a number grade. It is the only time that the number grade will show. If you passed the exam with a 70% or higher, your BSP Certificate of Knowledge will be available immediately.**
- Once you complete the exam successfully, you will need to return to your BSP Dashboard each time you want to print the '**Building Science Principles Certificate of Knowledge.**' The Certificate of Knowledge will contain your name as you entered it when creating your personal Dashboard specific to the BSP.
- You will be able to print the Certificate of Knowledge if you are connected to an active printer and allow popup blockers.
- The exam is a 100-question multiple choice exam and the passing score is 70%.

Please reach out to BSP@bpi.org if you need additional assistance or would like to make bulk purchases.