EXAMINATION LOCATIONS

The examinations are administered at the examination centers listed below:

1) **Birmingham**, (Exams given on Thursday & Saturday) 100 Centerview Drive, Suite 121
2) **Huntsville**, (Exams given on Tuesday & Saturday) 4900 University Square, Suite 4
3) **Mobile**, . (Exams given on Wednesday & Saturday) 6051 - B Airport Blvd
4) **Montgomery** (Exams given on Wednesday & Saturday) 500 Interstate Park Drive Suite 530

Alabama candidates may also take the examination in:

- Jackson, MS
- New Orleans, LA
- Baton Rouge, LA
- Shreveport, LA

You must submit a written request for approval prior to scheduling an examination outside of Alabama.

SCORE REPORTING

In order to pass the examination, you must achieve a minimum score of 54 correct items (67.5%).

Your score will be given to you immediately following completion of the examination. The following summary describes the score reporting process:

- **On screen** – Your score will automatically appear on the computer screen at the end of the time allowed for the examination. If you have completed the exam and are using the on-line review features, you will be able to obtain your score immediately.
-
  - If you **pass**, you will immediately receive a successful notification.
  - If you **do not pass**, you will immediately receive an unsuccessful notification on the screen along with a diagnostic report indicating your strengths and weaknesses by examination type.
- **On paper** – an official score report will be printed at the examination site.

Duplicate score reports: you can request a duplicate of your score report for up to 1 year after your examination. Fee for duplicate score report is $15.

# of Questions	% Required to Pass	Time Allowed
80	67.5	4 hours

If a test question answer could differ because of conflicting information in test reference sources, a legal requirement such as a code, law or regulation overrides any other reference. If two legal requirements appear to conflict, the state-specific code, law or regulation overrides the national one. Information from sources on the test reference list override information from other sources or persons.

REFERENCE LIST OF BOOKS REQUIRED FOR EXAM

This examination is OPEN BOOK.

Candidates are responsible for bringing their own references to the examination center. Reference materials may be highlighted, underlined, annotated, and/or indexed prior to the examination session. However, references may not be written in during the examination session. Any candidate caught writing in the references during the examination will have the references confiscated and will be reported to the Board. Furthermore, candidates are not permitted to bring in any additional papers (loose or attached) with their approved references. Any additional materials will be removed from the references and confiscated.

The following reference materials are allowed in the examination center:

- **International Fuel Gas Code, 2003,** American Gas Association, 400 N. Capitol Street, NW Washington, DC 20001, *www.aga.org*

- **International Mechanical Code, 2003**, 1-892395-33-9, International Code Council, 5203 Leesburg Pike, Suite 600 Falls Church, VA 22041, 7039314533, http://www.intlcode.org

- **ACCA Ductulator**, Air Conditioning Contractors of America, 2800 Shirlington Road, Suite 300. Arlington, VA 22206, (703) 575-4477, *www.acca.org*

- **Code of Federal Regulations, Title 29, Part 1926, 2002,** Superintendent of Documents, POB 371954, Pittsburgh, PA 15250-7954, 8882936498, http://bookstore.gpo.gov

OR

- **29 CFR Part 1926, Selections**, PSI, 100 W. Broadway, suite 1100, Glendale, Ca 91210 To order call: (800) 733-9267

- **Modern Refrigeration and Air Conditioning, 2000,** Althouse/ Turnquist/ Bracciano, Really Goodheart-Wilcox

- **HVAC Duct Construction Standards, Metal And Flexible - 2nd edition, 1995,** SMACNA, 4201 Lafayette Center Drive, Chantilly, VA 20151-1209

- **Fibrous Glass Duct Consturction Standards, 1998**, North American Insulation Manufacturers Association (NAIMA)

- **Manual J - Residential Load Calcs, Manual J, Air Conditioning Contractors of America,** 2800 Shirlington Road, Suite 300. Arlington, VA 22206, (703) 575-4477, www.acca.org

- **Manual N, Load Calculation for Commercial Summer and Winter Air Conditioning, 4th Edition,** ACCALoad Calculation - Air Conditioning Contractors of America, 2800 Shirlington Road, Suite 300. Arlington, VA 22206, (703) 575-4477, www.acca.org

- **Manual D**, Air Conditioning Contractors of America, 2800 Shirlington Road, Suite 300. Arlington, VA 22206, (703) 575-4477, www.acca.org

The reference material listed was used to prepare the questions for this examination. The examination may also contain questions based on trade knowledge, or general industry practices. Except for Code books, you can use later editions of references as they become available. For Code questions, the examination will be based only on the edition of the Code book that is listed.

TIPS FOR PREPARING FOR YOUR LICENSE EXAMINATION

The following suggestions will help you prepare for your examination.

- Planned preparation increases your likelihood of passing.
- Read study materials that cover all the topics in the question content of the exam.
- Take notes on what you study. Putting information in writing helps you commit it to memory and it is also an excellent business practice. Underline or highlight key ideas that will help with a later review.
- Discuss new terms or concepts as frequently as you can with colleagues. This will test your understanding and reinforce ideas.
- Your studies will be most effective if you study frequently, for periods of about 45 to 60 minutes. Concentration tends to wander when you study for longer periods of time.

QUESTION CONTENT OF THE EXAM

Subject Area	**# of Items**
Insulation	3
Hangers and Supports	1
Sound, Vibration and Seismic Control	1
Heating and Cooling Principles	8
Refrigerants	3
Load Calculations, Commercial	3
Testing, Adjusting and Balancing	3
Controls	4
Air Conditioning and Heat Pump Systems	8
Furnaces and Heaters	4
Chimneys, Flues and Vents	4
Combustion Air	4
Ducts	12
Ventilation and Exhaust	4
Safety	4
Piping	5
Load Calculations, Residential	9

EXAMINATION PREPARATION COURSE PROVIDERS AND BOOKS SUPPLIERS

Alabama Power Company HVAC Training Center 2388 County Road 93 Verbena, Alabama 36091 www.alabamapower.com/hvac	800-634-0154	Books	Prep Course
American Contractors Exam Services & Book Store 5000 Linbar Drive, Suite 250 Nashville, Tennessee 37211 www.examprep.org	800-955-7277 Fax: 615-832-3682 Voice Mail: 615-832-4550	Books	Prep Course
Bessemer State Technical College Air Conditioning & Refrigeration Supply U. S. Highway 11 South Post Office Box 308 Bessemer, Alabama 35021 www.bessemertech.com	800-235-5368 205-428-6391 Fax: 205-426-7451	Books	Prep Course
NARS Training Systems Post Office Box 804 Huntsville, Alabama www.narstrainingsystems.com	800-722-3072 256-536-7804 Fax: 356-536-1525	Books	Prep Course
Professional Book Sellers 2200 21st Avenue, South #105 Nashville, Tennessee 37212 www.pro-book.com	800-572-8878 615-383-0044 Fax: 615-383-0235	Books	

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BOOK LIST FOR HEATING AND AIR CONDITIONING

International Mechanical Code, 2000	74.70
International Fuel Gas Code, 2000	68.00
Modern Refrigeration and Air Conditioning 2000	64.00
Manual N- Load Calculation for Commercial Summer and Winter Air Conditioning (using unitary equipment), 1988	32.00
Manual J-Load Calculation for Residential Winter and Summer Air Conditioning, 1986	34.70
Manual D- Residential Duct Systems	32.00
ACCA Ductulator	34.70
29 CFR Part 1926, Selections of the Code of Federal Regulations	19.47
HVAC Duct Construction Standards – Metal and Flexible, 1995	118.75
Fibrous Glass Duct Construction Standards, 1993	26.70

Current prices subject to change without notice, plus applicable tax. Please call before ordering.
Telephone orders accepted (205) 426-7361 or by fax, (205) 426-7451.

Bessemer State Technical College offers a Certification Review class each term.
The class meets Monday and Wednesday nights during the Summer term which starts May 9th.
There is also a class for 8 Saturdays.
For more information, contact the Admissions office at (205) 426-7332 or (800) 235-5368.
Class Cost $278.00

Exam Cost is separate and paid to the State of Alabama Board of heating and A/C

Bessemer State Technical College is now offering the Associate in Occupational Technologies degree for students in the Air Conditioning/Refrigeration Program. The Associate in Occupational Technologies (AOT) degree program is designed for students seeking a combination of technically-oriented courses to meet specific career objectives and the opportunity to become multi-skilled technicians. In addition to completing the course work in the HVAC program students will also have a secondary technical specialty in electronics. Students selecting the AOT degree will complete the long certificate in HVAC and then select 12 credit hours from the electronics area.

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Huntsville, Alabama

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CLASS DEPENDENT UPON SUFFICIENT STUDENT ENROLLMENT

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This course is designed to cover subject material that relates to the requirements to become a certified HVAC contractor in the State of Alabama. This intensive two-day workshop will take the participant step by step through the complex maze of required books and exercises. The program will review each book and analyze in depth the key elements required to pass the examination. The participants will also learn the basic skills of taking open book exams and review the fundamental requirements of safety, air conditioning, codes, control, duct sizing and load calculations relating to heating and air conditioning.

COURSE OUTLINE	REQUIRED BOOKS
Gas Code	2003 Int. Fuel Gas Code
Mechanical Code	2003 Int. Mechanical Code
Load Calculations/Residential	Manual J, 1986
Load Calculations/Commercial	Manual N, 1988
Duct Design	ACCA Ductulator
HVAC General Troubleshooting	Manual D, Residential Duct Systems
Piping	CFR, Title 29, Part 1926, Selections
HVAC Controls	Modern Refrigeration & A/C Book
Insulation Values	HVAC Duct Construction Standards
Psychrometrics applied to A/C	Metal & Flexible
OSHA Safety Standards	Fibrous Glass Duct Construction
Test Taking Techniques	**See attached book list for prices**

REGISTRATION & FEE OF $395.00 MUST BE RECEIVED NLT Jan. 19, 2007

THERE WILL BE A $30.00 LATE REGISTRATION FEE AFTER 1/19/07

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Cell Phone_____**Pager**_____

Employer_____**Position**_____

HVAP PREP SEMINAR: 9-10 February 2007

Alabama HVAC Exam References available from

Professional Book Sellers

2200 21st Ave. South #105
Nashville, TN. 37212
615-383-0044 * 800-572-8878
Fax 615 383-0235
www.pro-book.com

Ship To: Bill To:

Date: Phone Number

Quantity	Title	Price
	International Fuel Gas Code 2003	**$59.00**
	International Mechanical Code 2003 (softcover)	**$56.95**
	Code of Federal Regulations Title 29 Part 1926 (actual code) 2001	**$29.95**
	CFR Part 1926 OshaSelections	**$24.50**
	ACCA Ductulator	**$44.95**
	Modern Refrigeration And Air Conditioning	**$79.95**
	HVAC Duct Construction Stds., Metal & Flexiable	**$185.05**
	Manual J - Residential Load Calculations 7th	**$46.95**
	8th	**$149.00**
	Fiberous Glass Duct Construction Standards	**$24.95**
	Manual N - Load Calculation for Residential	**$44.95**
	Manual D - Residential Duct Systems	**$46.95**

Regular Ground Shipping: $8.00 first item + $1.00 each additional item
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REVIEW FOR STATE OF ALABAMA HEATING & AIR CONDITIONING CONTRACTOR'S CERTIFICATION TEST

This training is a review of the books and materials required for the State of Alabama Contractor's Certification Test. Books must be purchased prior to attending the training class. Books are available for purchase at the Training Center. See list below.

Dates for Review Class:

July 16-18 August 27-29 October 15-17 November 5-7 December 3-5

Circle desired date

Cost of Review Class - $525

REFERENCES FOR HEATING AND AIR CONDITIONING

Book	Price
International Fuel Code, 2003	45.00
International Mechanical Code, 2003	51.00
Modern Refrigeration and Air Conditioning, 2000	70.00
Manual N- Load Calculation for Commercial Summer and Winter Air Conditioning (using unitary equipment)	27.00
Manual J-Load Calculation for Residential Winter and Summer Air Conditioning	29.00
Manual D—Residential Duct Systems	29.00
ACCA Ductulator	30.00
Code of Federal Regulations, Title 29, Part 1926, 2002	40.00
HVAC Duct Construction Standards – Metal and Flexible, 1995	151.00
Fibrous Glass Duct Construction Standards, 4th Edition	25.00

(Books should be most recent versions on State list)
Prices subject to change

Subtotal _____
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Shipping & Handling 14.00
Cost of Review Class 525.00
(If applicable)
Total _____

Registration Form

Name _____ Company _____

Address _____ City/State _____

Zip _____ Phone _____ Method of Payment: Check _____

Mastercard/VISA _____ Exp. Date _____

Mail to address at top of page or fax to 205-755-6168.

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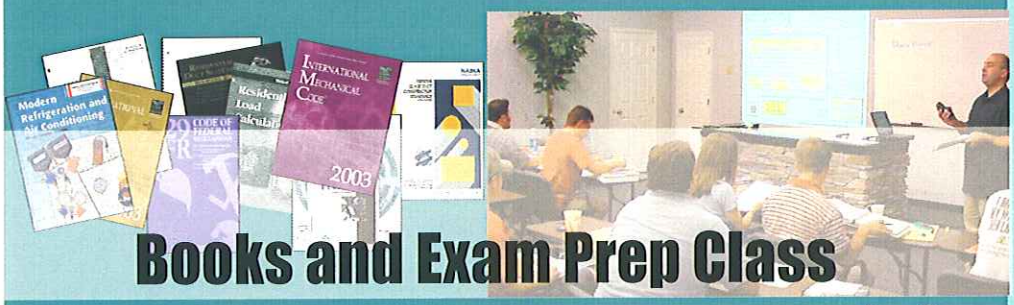

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1.	2003 INTERNATION FUEL GAS CODE	$65.95
2.	2003 INTERNATIONAL MECHANICAL CODE	$68.95
3.	MANUAL J – RESIDENTIAL LOAD CALCULATIONS	$34.00
4.	MANUAL N – COMMERCIAL LOAD CALCULATIONS	$32.00
5.	MANUAL D – RESIDENTIAL DUCT SYSTEMS	$31.75
6.	ACCA DUCTULATOR	$34.50
7.	MODERN REFRIGERATION & A/C BOOK	$64.00
8.	CODE OF FEDERAL REGULATIONS	$19.50
9.	HVAC DUCT CONSTRUCTION STANDARDS - METAL & FLEXIBLE	$118.50
10.	FIBROUS GLASS DUCT CONSTRUCTION STANDARDS	$29.00

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TAX 8%	_____
S/H	$13.50
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4.	MANUAL N – COMMERCIAL LOAD CALCULATIONS	$32.00
5.	MANUAL D – RESIDENTIAL DUCT SYSTEMS	$31.75
6.	ACCA DUCTULATOR	$34.50
7.	MODERN REFRIGERATION & A/C BOOK	$64.00
8.	CODE OF FEDERAL REGULATIONS	$19.50
9.	HVAC DUCT CONSTRUCTION STANDARDS - METAL & FLEXIBLE	$118.50
10.	FIBROUS GLASS DUCT CONSTRUCTION STANDARDS	$29.00

SUBTOTAL	_____
TAX 8%	_____
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