



HACC

Central Pennsylvania's Community College
Shumaker Public Safety Center



To: HACC Students or Pro Board Certification Candidates
From: HACC Fire Training Unit
Date: January 3, 2023
Subject: 2023 Written and Skills Retest Policy, Dates, and Fees

All retesting must be completed within one year of original test date.
Walk-ins are NOT permitted and pre-registration is REQUIRED
Dates are subject to change based upon proctor availability
Pro-Board Certification retests require the associated deficiency letter
The following information is required to schedule a retest: name, class / test, original test date

Written Exam Retests

Two (2) retest attempts are permitted after the first unsuccessful attempt
A student / candidate cannot take more than one written exam attempt in one day
Written retests are scheduled via **email** through Andy Dean: ajdean@hacc.edu email subject is **RETEST**

HACC class written exam retests are FREE, and are held at HACC either 1:00pm or 6:30pm on the days listed below.

February 6 th , 2023	June 5 th , 2023	October 2 nd , 2023
March 6 th , 2023	July 10 th , 2023	November 6 th , 2023
April 3 rd , 2023	August 7 th , 2023	December 4 th , 2023
May 1 st , 2023	September 11 th , 2023	

Cost for retest of a ProBoard Certification written exam originally taken at another site: \$25.00

Pro Board Certification Skills Retests

Two (2) retest attempts are permitted after the first unsuccessful attempt
Skills exam retests MUST be scheduled at a minimum, two (2) weeks ahead of time
Skills exam retests are scheduled on a first-come, first-serve basis
Skills retests are scheduled via **email** through Zach Freysinger: zdfreysi@hacc.edu email subject is **RETEST**
2023 Certification tests can be found here:

<https://www.hacc.edu/PublicSafetyCenter/Fire/upload/Fire-Training-Calendar-2023.pdf>

Cost for retest of a ProBoard Certification skills exam originally taken at another site:

- Up to five skill stations = \$50.00
- Six or more skill stations = \$100.00

All retests require a Valid Driver's license or other Official ID be shown the day of the test