



People Helping People Build a Safer World™

ICC CERTIFICATION

Renewal Bulletin

Why Renewing Your Certification is Critical!

You are among a select group of individuals nationwide who have attained high credibility and recognition of distinction through the Certification Program. Renewing your certificates will allow you to retain this professional stature.

Certification Renewal

Certifications are valid for three years. Certificates must be renewed on or before the expiration date (when they become inactive) to be current. A few months prior to the time when your renewal is due, you will be sent a notice along with a renewal application. If for any reason you do not receive this notice, you may obtain an application from the ICC website.

Accruing CEUs

During the three-year period prior to the renewal application date, you must accrue the amount of CEUs required for your certificate. Renewal is achieved by participating in continuing education and professional development activities. For example, a seminar you attended to earn CEUs must have been within three years prior to the renewal date. You must keep documents and records of each activity during the three-year renewal period.

RENEW TODAY!

1-888-ICC-SAFE (422-7233)

www.iccsafe.org/certification

Renewal Fees for All Certificates (including Legacy certificates)

Member	
One certification	\$50
Two certifications (Renewed on the same date)	\$60
Three or more certifications (Renewed on the same date)	\$70
Reinstatement	\$50

Nonmember	
One certification	\$60
Two certifications (Renewed on the same date)	\$70
Three or more certifications (Renewed on the same date)	\$80
Reinstatement	\$50

Continuing Education and Professional Development Activities for Certification Renewal

Option	Activity	CEUs
1	Participation as a student in a seminar or technical session delivered by ICC, ICC chapter, related professional association, state code enforcement licensing agency, standards writing organization, or any related federally sponsored program	0.1 for each clock hour of attendance
2	Successful completion of a self-study course offered by ICC, state code enforcement licensing agency, or accredited academic institution*	1.0 maximum per course
3	Successful completion of an ICC Online Renewal Update Course	0.5 for each course
4	Attendance at ICC code development hearings; can acquire up to 10 clock hours maximum per year, not to exceed 3.0 CEUs in a three-year period	0.1 for each clock hour
5	Obtaining a new ICC certification by taking and passing the proctored exams. Special Inspectors may receive credit for passing certifications that are sponsored by ACI, ASNT, AWS, or NICET within the previous three years; other inspectors may receive credit for holding a current LEED certification	0.5 per certification
6	Instruction of a seminar or technical session delivered for ICC or ICC chapter, related professional association, state code enforcement licensing agency, standards writing organization, or any related federally sponsored program	0.1 for each clock hour of instruction delivered
7	Instruction of a course for an accredited academic institution*; courses can be counted twice per three-year period, with no limit on the number of different courses	1.0 for each academic credit hour
8	Committee or board service to ICC or ICC chapter for one full year, not to exceed 1.0 CEUs annually	0.5 per committee
9	In-house training during employment as a code official, plans examiner, permit technician, or inspector	1.0 per three-year period
10	Participation as a student in an accredited academic institution*, not to exceed 3.0 CEUs in a three-year period	1.0 for each academic credit hour
11	Publication of a paper, book, or technical article for an academic institution, professional trade journal, or ICC journal, not to exceed 3.0 CEUs in a three-year period	1.0 per publication type
12	Completion of evaluation as an IAS Building Department Evaluator	1.0 per three-year period

*An accredited institution is a high school, community college, junior college, university, technical or vocational school, or any private educational agency accredited by the International Association of Continuing Education and Training (IACET).

Note: Successfully passing the examination required of new applicants is an acceptable alternative to participating in continuing education activities.

CEUs Required per Certification Category

The following list shows the number of CEUs required for renewal of individual certifications.

Residential Inspection Categories

Residential Building Inspector	1.5
Residential Electrical Inspector	1.5
Residential Plumbing Inspector	1.5
Residential Mechanical Inspector	1.5
Residential Combination Inspector	1.5

Commercial Inspection Categories

Commercial Building Inspector	1.5
Commercial Electrical Inspector	1.5
Commercial Plumbing Inspector	1.5
Commercial Mechanical Inspector	1.5
Commercial Combination Inspector	1.5

Plans Examiner Categories

Building Plans Examiner	1.5
Electrical Plans Examiner	1.5
Plumbing Plans Examiner	1.5
Mechanical Plans Examiner	1.5
Residential Plans Examiner	1.5
Combination Plans Examiner	1.5

Energy Inspection/Plans Examiner Categories

Residential Energy Inspector/Plans Examiner	1.5
Commercial Energy Plans Examiner	1.5
Commercial Energy Inspector	1.5

Fire Code Categories

Fire Inspector I	1.5
Fire Inspector II	1.5
Fire Plans Examiner	1.5
Certified Fire Marshal	4.5

Note: Holding certification or renewing certification in the “General” Inspection category does not qualify you to automatically receive certification in the “Residential” and/or “Commercial” Inspection categories.

Special Inspector Categories

Reinforced Concrete Special Inspector*	2.5
Reinforced Concrete Special Inspector Associate*	for one
Prestressed Concrete Special Inspector	or more
Structural Steel and Bolting Special Inspector	certificates
Structural Welding Special Inspector	
Spray-applied Fireproofing Special Inspector	
Structural Masonry Special Inspector	
Soils Special Inspector	
Master of Special Inspection	

*ACI Field Technician Certification must be current.

Code Enforcement Categories

Permit Technician	1.5
Accessibility Inspector/Plans Examiner	1.5
Zoning Inspector	1.5
Property Maintenance and Housing Inspector	1.5
Coastal and Floodplain Construction Inspector	1.5
Disaster Response Inspector	1.5
Green Building—Residential Examiner	1.5

General Inspection Categories

Building Inspector	1.5
Electrical Inspector	1.5
Plumbing Inspector	1.5
Mechanical Inspector	1.5
Combination Inspector (Bldg, Elec, Plbg, Mech)	4.5

Code Official Categories

Certified Building Official (CBO)	4.5
Certified Building Code Official (CBCO)	4.5
Certified Electrical Code Official (CECO)	4.5
Certified Plumbing Code Official (CPCO)	4.5
Certified Mechanical Code Official (CMCO)	4.5
Certified Housing Code Official (CHCO)	4.5
Certified Fire Code Official (CFCO)	4.5
Master Code Professional (MCP)	4.5

CEUs Required for Multiple Certifications

1 certificate	1.5 CEUs	1 or more Special Inspector certificates	2.5 CEUs
2 certificates	3.0 CEUs	1 or more Code Official Categories (Combination Inspector, Combination Inspector—Uniform Codes, Certified Fire Marshal)	4.5 CEUs
3 or more certificates	4.5 CEUs		

Renewal of ICC Legacy Certification Categories

Each MCO published a family of codes: BOCA National, SBCCI Standard, and ICBO Uniform codes, which are now being referred to as “Legacy Codes.” Certifications under a Legacy Code are referred to as “ICC Legacy Certifications.” ICC Legacy Certifications may be renewed in addition to the ICC National Certifications in the same manner as the national certification categories. The following list shows the number of CEUs required for renewal of individual certifications.

Code Enforcement Categories

Plumbing Inspector UPC	1.5
Mechanical Inspector UMC	1.5
Combination Dwelling Inspector	1.5
Combination Inspector—Uniform Codes	4.5

Special Inspector Categories

Structural Steel and Welding Special Inspector	2.5 CEUs
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Please Note: The following Legacy Categories listed below are being discontinued. If you are renewing any of these categories, please check the National Certification equivalent when submitting your renewal application. If you have already submitted your renewal application, we will automatically update your certifications to the National equivalent.

Legacy Categories Being Discontinued

Building Inspector UBC
Building Plans Examiner UBC
Company Officer Fire Code Inspector UFC
Uniform Fire Code Inspector UFC
Structural Masonry Special Inspector UBC

National Equivalent

Building Inspector
Building Plans Examiner
Fire Inspector I
Fire Inspector II
Structural Masonry Special Inspector

Frequently Asked Questions About Certification Renewal



What if I have multiple certifications with different expiration dates?

You have the option of having one expiration date for all of your certifications. However, when you combine dates, you may be required to waive the full three year period of active status for some of your certificates.



Do I need to renew my ICC certification?

Yes. After three years, current ICC certification expires and becomes “inactive” if it is not renewed.



What do I do if my certification is inactive (not renewed by the expiration date)?

You can renew inactive certifications in the same manner as certificates that are active as long as you have accrued current CEUs. There is an additional reinstatement fee of \$50 per application to renew certificates that are inactive (not renewed by the expiration date). Effective February 1, 2009, after six (6) years of inactive status from the expiration date, certifications will expire and shall require successful completion of the current certification examination.



What if I do not receive a renewal application in the mail?

Renewal of certification is the responsibility of the certified individual, regardless of whether or not a notice is received. Attempts are made to notify certificate holders at their last known address prior to the expiration date. If you do not receive a renewal notice, please contact the certification department to request a notice. At that time your address will be verified.



How do I accrue CEUs?

A CEU is a Continuing Education Unit. Each 10 clock hours of continuing education equals 1 CEU. For example, a typical one-day seminar has 6 hours of instruction or 0.6 CEUs. Credit is awarded for a wide variety of activities.



What are considered acceptable continuing education and professional development activities?

Training, education or other endeavors wherein the objective includes achieving relevant professional knowledge, skills and abilities beyond those required for initial certification.



Does ICC verify the continuing education submitted for renewal?

All information is subject to an audit. Audits are conducted randomly. This is a voluntary professional credential in which you are responsible for deciding what professional development is appropriate for your needs. When you submit your certification renewal form, you are signing an affidavit confirming that all the information is accurate and true. You must retain the documentation for three years from the date the renewal is requested. It must be submitted upon an audit request.



How do I notify the Certification department about a change of address?

All address changes should be mailed to the Certification department. It is important that you list your old address, new address, any updated phone numbers and your certification number(s).

RENEW TODAY!
1-888-ICC-SAFE (422-7233)
www.iccsafe.org/certification

International Code Council

Attn: Certification Renewals
5360 Workman Mill Road
Whittier, California 90601
1-888-ICC-SAFE (422-7233)