



## Home Inspectors Association BC Candidate for Membership and Canadian Home Inspection Exam (CHIE) Application

Applicant Information			
Full Name:		Birthdate:	
<i>First</i>	<i>Last</i>	<i>M.I.</i>	<i>yr/month/date</i>
Address:			
<i>Street Address</i>		<i>Apartment/Unit #</i>	
<i>City</i>		<i>Prov.</i>	<i>Postal Code</i>
Contact Phone:			
E-mail Address:			
Have you applied to or have you been a member of HIABC or another Home Inspection Association?	YES <input type="checkbox"/>	NO <input type="checkbox"/>	If Yes, when and which Association?

Education		
Please provide details of the Home and Property Inspections courses you have taken to date and PASSED and attach photocopies of course <b>and/or</b> program completion certificates. At course completion the program must total a minimum of 150 hrs.		
Course Name & Program Provider	Educational Hours	Year Completed

### CONDITIONS FOR HOME INSPECTOR ASSOCIATION BC CANDIDATE FOR MEMBERSHIP

1. Candidates for Membership must provide proof of at least 150 hours of academic training from a post secondary institution or a registered or accredited private post secondary institution home inspection program approved by Consumer Protection BC.
2. Candidates for Membership are not HIABC members and CANNOT advertise using the HIABC logo, name or initials verbally or in writing.
3. Candidates for Membership are required to comply with, and are subject to, Home Inspectors Association BC's existing and ongoing policies, regulations, rules, and bylaws, including the Code of Ethics and Scope of Inspection.
4. Candidate Members shall not be actively engaged as a broker or agent in the sale, purchase or listing of Real Estate.
5. From the time of Application, the Candidate has TWELVE MONTHS to pass all seven exams or both their Candidate status and examination results will be forfeited.
6. The Candidate must complete a minimum of 75 hours of Field Training with 3 HIABC CPBC qualified field trainers within 120 days of finishing the CHI exams. 75% of Field training hours must come from GROUP TRAINING. A LETTER WILL BE REQUIRED FROM A Group Field Trainer stating your readiness prior to your Peer Review Inspection.
7. The Candidate authorizes Home Inspectors Association BC to retain my personal information in accordance with PIPA and HIABC's Privacy Policy located on their website at [www.hiabc.ca](http://www.hiabc.ca).

I hereby agree to these Conditions and apply for Home Inspectors Association BC Candidate for Membership and certify that my answers are true and complete to the best of my knowledge.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_



## Fee Schedule

Candidate Membership Fee	\$ 100.00
CHI Examination Fee	<u>400.00</u>
	+ 5% GST = \$ 525.00

\*\* Proctor fees are an additional charge and may vary. Exams can be proctored at proctor sites in most areas of BC or through Zoom with the HIABC Office for a one time fee of \$125 for all 8 exams.

Payment by: Cheque payable to HIABC or Visa or Mastercard

Credit Card Number \_\_\_\_\_ Expiry \_\_\_\_\_ / \_\_\_\_\_

Name on card: \_\_\_\_\_ Signature \_\_\_\_\_

## Examination Information:

- Each of the exams is one hour in length and can be written in any sequence. It is not recommended that all of the exams are written in one session.
- Exam Subjects include: Structure, Electrical, Heating, Cooling, Plumbing, Interior/Insulation/Ventilation, Exterior/Roofing, Business Practices/Standards of Practice
- The exam period is 1 hour. This time is set on the exam and is to be kept by the proctor.
- The Candidate will be required to provide valid government photo ID to the proctor. Misrepresentation of identity will be treated as academic dishonesty.
- Each exam is divided into a total of 50 multiple choice questions.
- Answers may be skipped or changed as many times as needed.
- Candidates who fail an exam must wait seven (7) days before re-writing the failed exam a second time. Candidates who fail an exam for a second time must wait thirty (30) days before re-writing the exam a third time. Candidates who fail the third attempt shall not be allowed to re-write the exam again, and their Candidacy for Membership application will be terminated. Rewrite fees are \$50 +GST payable at the time the rewrite is scheduled
- Once the 'submit button' has been pressed at the end of the exam the Candidate will be unable to return to the exam.

## Proctor Commits to:

- Ensuring the Candidate sitting the exam is always supervised and ensuring they do not have access to any materials or aids that might assist them in passing the exam. This includes accessible smart or mobile phones, visible textbooks/notes or programmable calculators.
- Ensuring that the Candidate will not save or reproduce any written, printed, or electronic copies of any part of the exam.
- Not providing aid or assistance in answering questions on the exam the Candidate is writing.
- Ensuring that the Candidate sits the exam on a computer provided by the exam venue. Candidate may not take the exam on their personal laptop or computer.

Login information will be sent to your Proctor once your application and payment has been processed. Please allow enough time for Home Inspectors Association BC to process your application.

If you have any questions, please contact the HIABC office: 250.491.3979 or toll free:1.800.610.5665

Please remit this application, with payment to:  
Home Inspectors Association BC  
5-3304 Appaloosa Rd Kelowna BC V1V 2W5  
Attn: Helene Barton, Executive Director Contact: [htbarton@hiabc.ca](mailto:htbarton@hiabc.ca)