



SPF PROJECT MANAGER CHECKLIST

Step 1 - Complete & submit the following:

_____ SPFA PCP Enrollment Order Form - F-222-003

Step 2 - Forms & Documentation - Complete & submit the following:

_____ SPFA PCP Individual Certification Agreement - F-222-052

_____ SPFA PCP Experience Declaration (F-222-004 Insulation/F-222-048 Roofing)

Step 3 - Examinations - Successfully pass the following:

Written Exams:

Combined 4 part (Online only)

_____ SPF **Combined 4 Part** Project Manager Online Exam (Insulation or Roofing)

OR

Individual Single Exams: (paper or online)

_____ SPF Assistant Written Exam

_____ SPF Installer Written Exam (Insulation or Roofing)

_____ SPF Master Installer Written Exam (Insulation or Roofing)

_____ SPF Project Manager Written Exam (Insulation or Roofing)

PLEASE SUBMIT ALL DOCUMENTS TO:

SPFA Professional Certification Program (PCP)

1600 Boston-Providence Hwy

Walpole, MA 02081

Fax: 1-866-242-5819 or e-mail: admin@spfapcp.org

Questions? Please call: 1-866-222-5000