



INSPECTION • TESTING • CERTIFICATION

ISO 9001:2008 Certified



CANDIDATE BULLETIN

UA STAR H.V.A.C.R.
Mastery Examination

ABOUT NITC

The National Inspection, Testing and Certification Corporation (NITC) is an internationally recognized third party personnel certification agency. NITC is ISO 9001:2008 certified and is an ANSI accredited Certifier - Accreditation Number 0645 in the following scope: Firesprinkler Fitter Mastery Certification, HVAC Mastery Certification, Journeyman Pipefitting/Steamfitting, Journeyman Plumber, Medical Gas Inspector, Medical Gas Installer, Medical Gas Instructor and Medical Gas Verifier. NITC is non-discriminatory in accepting applications and issuing certifications to candidates in regards to membership in any trade, association, union, etc., and is in compliance with Federal and State ADA regulations.

QUALIFICATION REQUIREMENTS

Candidates must have a minimum of five (5) years experience in installation and service of HVAC piping systems. Completion of a recognized apprenticeship program or proof of five (5) years experience from employers is necessary.

EXAMINATION FEES

Candidates for UA STAR HVACR Mastery Certification must pay a one hundred-twenty-eight dollar fee (\$128.00). The fee must be prepaid and is non refundable. The fee for retesting is also one hundred-twenty-eight dollar (\$128.00). The fee for renewal of this certification is seventy-seven dollars (\$77.00) if the certified person renews before the expiration date of the certification or within thirty (30) days after the certification expires. Certified persons that have let their certification expire and have not renewed the certification within thirty (30) days after the expiration date must retake the one hundred ninety-nine (199) questions and pay the one hundred-twenty-eight dollar (\$128.00) fee.

EXAMINATION SCHEDULING

Examinations are scheduled and administered at dates, times, and locations by NITC, at ACT testing centers, or as specifically required by clients. Please contact the NITC office for more information about examination dates, times, and locations.

ABOUT THE EXAMINATION

The Examination contains one hundred ninety nine (199) questions. To pass this examination you must answer at least 158 questions correctly. The passing score is 79.4%. The subject matter covered in the examination consists of: Mechanical Principles, Electrical Principles, Controls, Air Conditioning and Refrigeration, Heating, Steam Systems, Ventilation, Piping, Lifting Equipment, Safety and Environmental, Applied Mathematics and Blueprint Reading.

The UA STAR HVACR examination is comprehensive. It is designed to test the knowledge of the experienced technician. It is not realistic to expect that inexperienced technicians will be able to pass this examination based solely on the information contained in UA textbooks.

It is expected that the UA STAR test candidate is a technician who has completed a UA training program or equivalent, and/or has five years of experience in the industry.

It is recognized that even the best technician does not work in all areas of the service industry. Further, some knowledge can be forgotten through lack of use. As such, it is recommended that you study a number of UA textbooks in preparing for the UA STAR exam. A list is provided on the following page. If you do not have access to UA training materials, there are HVACR manuals available through industry sources that can serve as reference for you. Please refer to the subject matters covered to locate the appropriate manual or training guide.

UA Textbooks used as References for this examination:

Advanced Plan Reading & Related Drawing, Advanced Plan Reading & Related Drawing Building Specifications, Air Conditioning, Basic Electricity, Conservation and Safe Handling of Refrigerants, Customer Service Skills, Diagrams. Electric Controls for Mechanical Equipment Service, Drawing Interpretation and Plan Reading, Electric Controls for Mechanical Equipment Service, Electric Controls for Mechanical Equipment Service Troubleshooting Guide, Gas Installations, Hydronic Heating and Cooling, Job Safety and Health, Pumps, Refrigerant Controls, Refrigeration, Volume I & II, Related Mathematics, Related Science, Rigging, Soldering & Brazing, and Steam Systems.

This is a closed book examination. **NOTE: Palm Pilots®, Blackberries®, or other similar personal digital assistants (PDA's), cellular telephones with calculators, wristwatches with calculators or other devices that record data are not allowed to be used during the examination. You may use a standard non recording calculator.**

SPECIAL REQUESTS FOR TAKING THE EXAMINATION

Requests for special/emergency examinations will be accommodated by NITC if possible. Candidates that have a disability that restricts their ability to take an examination under the standard conditions may request special testing arrangements. Such requests must accompany the application, and must be received by the normal application closing date. The request should indicate the nature of the disability and the special accommodations needed. Verification of both the disability and the need for special accommodations by a licensed medical professional may be required.

QUESTION CHALLENGE PROCEDURE

Any candidate may challenge, at the conclusion of the examination, any question(s) by completing the question challenge form that is provided in the proctor's examination package. Candidates must request the question challenge form from the proctor.

APPEALS PROCEDURE

Candidates may appeal the score of an examination. Appeals shall be filed in writing to the NITC office via U.S. Mail, facsimile, or E-mail no later than thirty (30) days from the date candidate receives the score. Appellants will be notified in writing of the decision by the certification committee. The complete NITC appeals procedure can be found in the NITC Rules and Procedures Document.

RENEWAL OF CERTIFICATION

Certified persons are responsible for keeping their certification current and notifying NITC of changes in address. Renewal of this certification can be accomplished by successfully passing a fifty (50) question, non-proctored, multiple choice “open book” examination. Candidates must answer seventy-four (74%) of the questions correctly on the exam to achieve a passing grade. You can take the recertification examination on the NITC website at www.nationalitc.com or you can contact our office and request that a recertification examination be mailed to you.

Certified persons must complete the renewal examination by thirty days after the expiration date. The fee for recertification is seventy-seven dollars (\$77.00).

ISSUANCE OF WALL CERTIFICATES AND CERTIFICATION CARDS.

Upon successful completion of the UA STAR HVACR Mastery Certification examination, a wall certificate will be issued. The certification is valid for five (5) years. **NOTE: IN SOME CASES A CERIFICATE AND WALLET CARD IS ISSUED BY NITC AND IN SOME CASES ISSUED BY A STATE, CITY, COUNTY, ASSOCIATION OR UNION.**

HOW TO OBTAIN THE NITC RULES AND PROCEDURES DOCUMENT.

The UA STAR HVACR Mastery Certification is governed by the Rules and Procedures document. Copies of the rules and procedures are available on the NITC website at www.nationalitc.com and also upon request from NITC Headquarters.

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