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# PV Installation Professional (PVIP) FAQ

## 1. How do I qualify for the NABCEP PV Installation Professional Exam?

- Complete **OSHA 10-hour training**.
- Complete **58 hours of advanced PV training** within the last 5 years.
- Document experience in the trade, including:
  - At least **6 Project Credits**:
    - Systems 1–999 kW = **2 credits**
    - Systems  $\geq$ 1 MW = **3 credits**
- All systems submitted must:
  - Be completed **within 2 calendar years** prior to application.
  - Have a minimum rating of **1 kW DC (STC)**.
  - Applicant must have served in a **Decision-Making Role (DMR)** (e.g., Lead Installer, Designer, Project Manager, Foreman, Electrician, QA/Commissioning Agent).
  - DMR means having material impact on quality and serviceability of the installation. Multiple people can qualify per system.

## 2. How do I apply?

- Apply through NABCEP: <https://my.nabcep.org>.
  - Use a unique email address (not shared).
  - Name must match your government-issued photo ID.
  - Submit:
    - Course completion record (typically a **60-hour advanced PV course**).
    - Documentation of DMR in system installations.
  - Add [mynabcep@nabcep.org](mailto:mynabcep@nabcep.org) to your safe sender list.
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### 3. How do I document my experience?

- Provide for each PV system:
    - System location, completion date, PV array size, inverter details.
    - Contact info for installation contractor, permit contractor, and your supervisor.
    - Description of your work.
  - Submit:
    - Electrical/Building permits and final inspection reports from AHJ.
    - If unavailable, provide inspection report from qualified electrician or NABCEP PV System Inspector.
  - Document Decision Making Role (DMR) with:
    - Signed letter on company letterhead explaining your role and authority.
    - OR design plans/line drawings identifying you as responsible.
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### 4. What counts as advanced PV training and where can I get it?

- **40 hours** from an accredited institution covering advanced PV installation per NABCEP JTA:
    - Accredited universities/colleges (<http://ope.ed.gov/accreditation/search.aspx>).
    - U.S. Dept. of Labor Registered Apprenticeships (<http://www.doleta.gov/oa/>).
    - IREC-accredited training providers (GRID Alternatives IBT program) (<http://www.irecusa.org/credentialing/credential-holders/>).
  - **18 hours** may come from:
    - Code courses (electrical, fire, building).
    - NABCEP Associate coursework + passing exam.
    - Additional OSHA or safety courses.
    - NABCEP CE-approved courses.
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### 5. How do I document my training?

- Submit certificate or transcript showing advanced PV or NEC content.
  - Your IBT Certificate of Completion, completed in the past 5 years counts

- If unclear, include syllabus and signed letter from provider detailing hours spent on PVIP JTA or codes.
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## 6. How is the exam structured?

- **4 hours, 70 multiple-choice questions** (60 scored, 10 pilot).
  - Special accommodations available.
  - Must present government-issued photo ID (student/employer IDs not accepted).
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## 7. What is on the exam?

- Based on NABCEP PV Installation Professional Job Task Analysis (<https://www.nabcep.org/wp-content/uploads/2018/12/NABCEP-PV-Installation-JTA-12-14-17.pdf>):
    - **System Design** – 32%
    - **Installation** – 38%
    - **Commissioning** – 17%
    - **O&M** – 13%
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## 8. What should I bring to the exam?

- Computer-based or live online proctored.
  - #2 pencils, scratch paper (provided for CBT).
  - Non-programmable scientific calculator (Casio fx260 or TI-30Xa).
  - NEC Codebook (softbound/spiral-bound, optional; highlighting allowed, no notes/tabs).
  - Lock phone in locker during CBT.
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## 9. What are the fees?

- **Initial Application + Exam Fee:** \$500 (non-refundable, non-transferable).
- **Retake Fee:** \$275 per attempt.
  - Candidates may retake the exam up to **6 times per year** with a mandatory **14-day waiting period** between attempts.
- Additional fees may apply for:
  - International CBT sites (\$75).

- Late renewal or conversion applications.
- The fee for renewal is typically **\$390** (plus any late fees if applicable).
  - For the most accurate and current amount, NABCEP directs candidates to check the official fee schedule here: <https://www.nabcep.org/certifications/nabcep-fees/>.

#### **10. How long is my application valid?**

- **2 years** from approval date.
  - Up to **4 attempts** within that period.
  - Certification valid for **3 years**.
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#### **11. What are recertification requirements?**

- **18 hours Continuing education:**
  - 6 hours NEC.
  - 6 hours PVIP JTA.
  - 6 hours PV technical/non-technical (2 hours building/fire codes).
- Document completion of installations within 3 years (6 Project Credits).