

**NEW YORK CITY FIRE DEPARTMENT  
BUREAU OF FIRE PREVENTION  
PUBLIC CERTIFICATION AND EDUCATION**

**NOTICE OF EXAMINATION FOR**

**Title:** Certificate of Fitness for the Supervision of Chemical Laboratories (C-14)

**Date of Test:** Written tests are conducted Monday to Friday (except legal holidays)  
9:00 AM to 2:30 PM.

**QUALIFICATION REQUIREMENTS**

1. Applicant must be at least 18 years of age.
2. Applicant must have a reasonable understanding of the English language.
3. Applicant must present a letter of recommendation from his/her employer. The letter must be on official letterhead and must state the applicant's full name, character, physical condition, experience, and address of premises where applicant will be employed.
4. Applicant must present one (1) form of satisfactory identification i.e., driver's license or passport.
5. Applicant must have one of the following
  - A B.S or M.S or Doctorate degree in Chemistry, Biology, Biochemistry, Environmental or Health Sciences, Medical Technology and Chemical, Environmental, Mechanical or Biomedical Engineering, or related field **or**
  - An A.A.S or A.S degree in Chemistry, Biology, Biochemistry, Environmental or Health Sciences, Medical Technology and Chemical, Environmental, Mechanical or Biomedical Engineering, or related field and a completion of a course on laboratory safety provided by the employer **or**
  - 60 credits with minimum of 21 credits in applicable science or engineering courses and a completion of a course on laboratory safety provided by the employer **or**
  - NY State Permanent Certification as a Chemistry or Biology (7-12) Teacher.
6. Applicant must present evidence of academic degree(s) indicating specific course of study and/or transcript to verify college science courses.
7. Degree issued from outside USA shall be evaluated by an independent evaluation service accepted by NYC Department of Citywide Administrative Services.

<http://home2.nyc.gov/html/dcas/downloads/pdf/misc/foreigneducation.pdf>

**APPLICATION INFORMATION**

**Application Fees:** \$25.00 for originals and \$15.00 for renewals. The fee may be paid by credit card (no debit), in cash, money order, or personal check payable to New York City Fire Department. The \$25.00 fee must be payable by all applicants prior to taking the Certificate of Fitness test. Application forms are available at the Public Certification Unit, 1<sup>st</sup> floor, 9 Metro Tech Center, Brooklyn, NY 11201.

**TEST INFORMATION**

**Test:** The test will be of the written, multiple choice type. A passing score of at least 70% is required in order to secure a Certificate of Fitness.