



Minnesota Fire Service Certification Board

Theresa Zikmund
Executive Director
2650 Fox Ridge NE
Blaine, Minnesota 55449

Voice: (866)566-0911
tzikmund@mfsccb.org
Fax: 763-786-4920

Minnesota State Fire Chief's Association
Minnesota Professional Fire Fighters
Fire Marshal's Association of Minnesota
Minnesota State Fire Marshal
Minnesota State Fire Department Association
Minnesota Technical College System
Minnesota Chapter I.A.A.I.
Fire Instructors & Training Officers Assoc. of Minnesota

HOW TO REGISTER FOR A CERTIFICATION EXAM

Individuals:

New to Minnesota Fire Service Certification Board (MFSCB)? You will need a profile.

If you have never taken an exam with the Board there are two ways to register.

1. By Mail – Download the Application form. Fill out completely and mail with payment to MFSCB.
2. Online – Select “New Applicant”. Fill out the online form. Check your email for a link to complete your profile. When completing your profile, make sure to save your record. After receiving the message “record successfully saved”. Close the form or Log out. You now have a profile. Continue below.

Members with a MFSCB Profile:

1. By Mail – Download the Application form. Fill out completely and mail with payment to MFSCB.
2. Online – Select “Site Login”. Put in your username and password. If you do not remember your login information, click on “I forgot my password”. Fill out your email address and information on a temporary login will be sent to you.
3. When you have accessed your account, Select MFSCB Calendar. Find the test you wish to participate in and click on it. This will bring up the examination information page. Click on the green “sign up for test” button. This will bring up the payment page. You can pay by Credit Card, Department PO or MBFTE funding (FF1/FF2). If you are unsure about eligibility for MBFTE funding, please talk to your training provider.

Departments:

1. By Mail - Download the Application Form. Fill out completely and mail with payment to MFSCB.
2. Online – Not available. Have individuals create an account sign up, if the department is paying for the certification exam, have them choose the PO option for payment.