



Kansas Home Inspector Registration Board

Official use only	
App: _____	Fee: _____
Syl: _____	Test: _____
Time: _____	

Education Provider Application

Approval #: _____

Mail to : Kansas Home Inspector Registration Board
2915 S.W. Wanamaker Rd. Ste. 100 Topeka, KS 66614

Provider Name: _____

DBA Name: _____

Mailing Address: _____

Class Training Location: _____

Provider Owner or Principal: _____

Contact Name: _____

Phone #: _____ Fax #: _____ E-mail: _____

Anticipated Class Start Date: _____ If Class Will Not Be Held Over Consecutive

Days List Each Anticipated Class Date : _____

Per K.S.A. 130-3-1 The course Provider Shall:

1. furnish a certificate or other official document to each student who has successfully completed the course verifying successful completion of the program.
2. submit the appropriate application fee of \$500.00 with the application payable to the Kansas Home Inspector Registration Board.
3. retain, maintain and make available for Board review for a period of no less than 36 months following the completion of the class all records of the institution pertaining to the approved course, including class room materials, teacher credentials, student lists, student achievement and or completion, class location including field trip locations, time spent in class room and field trips, etc.
4. provide a course which shall be no less than 80 hours in length and will not exceed a duration of 6 months.
5. provide instruction within a physical structure with face-to-face interaction with the instructor or as field training. Field training shall not exceed three field trips and the field trips shall not exceed 4 hours in duration. This shall not include distance learning or other virtual classrooms type instruction.
6. require 100 percent attendance during the course of study instruction.
7. require successful completion of at least one comprehensive examination on the topics in the course of study.

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Per K.S.A. 130-3-1 The Applicant Shall Supply The Following:

1. All materials, including application and syllabus outline, to the Board no less than three (3) months prior to the proposed class date.
2. The course of study of each educational program shall include at least 80 hours of instruction in the following topics:
 - (A) Structural systems, including the following:
 - (1) Foundations, basements, and drainage;
 - (2) interior walls, windows, doors, stairways, ceilings, and floors;
 - (3) exterior walls, windows, doors, and stairways;
 - (4) exterior coatings, claddings, and glazing;
 - (5) roof structure, coverings, penetration, drainage, and attics;
 - (6) porches, decks, driveways, and walkways;
 - (7) railings and assistive devices; and
 - (8) thermal insulation, air penetration, and moisture barriers;
 - (B) Environmental heating, cooling, ventilation, and air conditioning devices and, controls, and distribution systems, including the following:
 - (1) Solid, liquid, and gas fuel heating systems;
 - (2) electrical heating and cooling systems; and
 - (3) chimneys, ductwork, vents, fans, flues, and dryer vents;
 - (C) Plumbing systems, controls, and drain, vent, water, and gas components;
 - (D) Waste and sewage systems, but not including private waste systems;
 - (E) Water supply systems and components, but not including private water supplies;
 - (F) Electrical systems, controls, and components for heating, ventilation, and air conditioning;
 - (G) Electrical systems, controls, and components for lighting and home appliance power;
 - (H) Primary electrical service from the masthead to the main panel, which is also known as the electrical service entrance;
 - (I) Electrical panels, branch electrical circuits, connected devices, and fixtures;
 - (J) Kansas home inspection laws and regulations;
 - (K) Kansas Standards of Practice and Code of Ethics approved and adopted by the Board;
 - (L) Home inspection documents, forms, and contracts; and
 - (M) Report writing and the legal ramifications of report content.
3. A syllabus outline including a detailed description of class by category, time allowance and type and quantity of measurable objectives (such as tests or quizzes).

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Requirements for Instructors

All Instructors will meet at least one of the following requirements:

- (A) Have experience as a home inspector or as an instructor in the subject being taught for at least five years within the last seven years.
- (B) 12 College credit hours in the subject being taught, and at least 12 months experience in the subject being taught within the last 24 months.
- (C) Successful completion of a Post Secondary program in the subject being taught, and at least 12 months experience in the subject being taught within the last 24 months.
- (D) Professional license or certification issued by a governmental entity in the subject being taught and at least 12 months experience in the subject being taught within the last 24 months.
- (E) Actively working in the trade of subject being taught five of the last seven years. (a year shall consists of 1,000 hours).

I certify under penalty of perjury that the information contained in this application is true, correct and complete. I understand that falsifying information in the application could cause this application to be rejected or the education provider approval to be revoked. I further agree to allow the Board or a Board representative audit the course to verify compliance with the approved application. I further certify that the instructors used to present the course material meet the above requirements.

Printed Name

Title

Signature

Date