



# *International Fluid Power Society*

• The International Organization for Fluid Power and Motion Control Professionals •

## **ACCREDITED FLUID POWER INSTRUCTOR AGREEMENT**

Congratulations on your completion of this very important step in the development of the Accredited Instructor program and review training for FPCB Certification testing.

The "Instructor Accreditation" has the following stipulations and obligations:

1. You are recognized and authorized to perform review training to prepare those individuals desiring to take FPCB Certification tests.
2. Your certificate empowers you personally, and not any company, organization or institute.
3. If you are also an Authorized Job Performance Proctor, you are authorized to administer the "Job Performance" portion of the Mechanic and Technician tests. Those AJPPs with the JPP-1 addendum may proctor the C & C JP Test. Your responsibilities will include: Ensuring that this portion of the test is set up properly and that the test is conducted fairly and honestly. You are to score the performance of each candidate and report the results to Headquarters. Only Authorized Job Performance Proctors will be permitted to administer this portion of the test. You are not authorized to proctor the written portion of any test.
4. You are required to maintain the security of the test and report any infractions of security or violation of copyrights.
5. You are not permitted to use the FPCB for any promotional effort, advertising, or letterhead without the express written permission of IFPS.
6. The FPCB will govern the pricing structure for the test, manuals, and FPSEI supplies and training aids only.
7. Pricing schedule:
  - a. Materials produced and copyrighted by the FPCB will be priced exclusively by the FPCB.
  - b. "Job Performance" testing for Mechanic and Technician Certification when done as a service to the industry and the FPCB, and not associated with or included in a training program, will be at a standard price established by the FPCB.
  - c. Written test proctoring will be established by the Certification Coordinator in cooperation with participating educational institutions.
  - d. The cost of review training will be the responsibility of the agency providing the review training.



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- 8. The FPCB will be advertising and promoting review training and the test nationally.
- 9. All responses received will be answered by the Certification Coordinator. By registering your training schedule with IFPS Headquarters, the Certification Coordinator can then direct these responses accordingly.
- 10. The FPCB will require progress reports periodically.
- 11. The FPCB will notify you of any changes or additions in manuals, procedures, and potential problem areas.
- 12. Advise the Certification Coordinator of any changes of address, phone, or status.
- 13. The FPCB reserves the right to withdraw privileges granted under this program upon sixty days notice, if the best interests of IFPS and the Certification program are not being properly served.

Please sign below and retain a copy for your files. If you have any questions or suggestions at any time, please contact the Certification Coordinator at 800-308-6005 or by mail at P.O. Box 1420, Cherry Hill, NJ 08034-0054.

We look forward to hearing from you and your experience with this program.

Sincerely,

Donna Pollander  
Executive Director

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NAME: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

PHONE: \_\_\_\_\_ FAX: \_\_\_\_\_

EMAIL: \_\_\_\_\_

SIGNED AND ACCEPTED THIS \_\_\_\_\_ DAY OF \_\_\_\_\_

SIGNATURE: \_\_\_\_\_