



Thursday, April 3, 2025

IAAI-CFI Application

International Association of Arson Investigators, Inc.
Certified Fire Investigator Application - Effective May 1, 2025

Approval Status

In Progress

Before you begin this application, you will need to provide your order or payment number. Instructions on where to find this information can be found in the images below. IAAI-CFI applications will not be accepted without payment



PLEASE NOTE THE FOLLOWING:

- Make sure to have all proper paperwork and credentials prepared before beginning the application process.
- Required documents include, but are not limited to:
 - Certificate of completion from an IAAI Expert Witness Testimony Course or provide evidence of being an approved expert witness by the legal system on at least 2 occasions.
 - At least 6 of the required JPR evaluation sheets signed and dated by an IAAI-approved CFI Evaluator
 - Highschool Diploma, Transcript, or higher
 - Letter of Employment
 - Proof of completion of an IAAI-Fundamentals in Fire Investigation Course
 - CFITrainer.net transcript
- NOTE: If you choose to save this application and work on it periodically, the **maximum** amount of time the system will save your data is **2 months** from the original start date of the application.
- Please allow up to 15 business days to receive a response of approval or rejection of your CFI application.
- For assistance in completing this application, please review our FAQ document found [here](#).
- IAAI Member No.: Membership in the IAAI is not required. This information is requested to assist the staff in processing the application.

IAAI Member No.

12123

Name

Sample Investigator

Date of Birth	1/1/2015
Identification Number	5555
Home Address	2331 Rock Spring Road Forest Hill, MD, 21050
Job Title	Investigator
Job Description	Investigator
Business Address	2331 Rock Spring Road Forest Hill, MD, 21050
Preferred Email	certifications@firearson.com
Preferred Phone Number	800-468-4224

Excluding traffic violations, applicants shall disclose all convictions of violations of laws, statutes, ordinances, rules, regulations or canons. Disclosure is required regardless of whether an offense has been expunged, vacated, dismissed or sealed. Please indicate below if you have a conviction to disclose. We will be in touch regarding next steps, if needed.

I do not have any convictions to disclose.

Education

Applicants shall have a minimum of a high school diploma or the equivalent. Documentation of all education claimed on the application is required.

Attach diploma and/or transcript of highest level of education achieved.

 Diploma.pdf

Experience

To meet the experience requirement for the Certified Fire Investigator (CFI) designation, applicants shall have served as fire investigators according to the job performance (JPRs) outlined in NFPA 1033 (National Fire Protection Association Standard for Professional Qualifications) for a minimum of five (5) years. Dates and locations of employment, employer names, and job descriptions shall be provided for all employment, listed in reverse chronological order with letters from employers or others who can verify claimed experience. Self-employed applicants may document their experience using letters from clients or a letter signed by a partner, principal in their business, coworker, or other professional associate.

Employer's Name	IAAI
Total Years with Employer	10

Employment Dates: From	Friday, April 3, 2015
Employment Dates: To	Thursday, April 3, 2025
Employer's Address	2331 Rock Spring Road Forest Hill, MD, 21050
Job Description	Investigator
Letter from Employer	 Employment Letter.pdf

Expert Testimony

- Per occasion testified as an expert witness regarding the point of origin or cause of fire or explosion.
- OR
- If you have completed the IAAI EWCT.
- Documentation of either Expert Witness Testimony OR diploma from above course is **required** to complete the IAAI-CFI application process.

Location	Atlantic City, NJ
Date	4/11/2025
Expert Witness Verification Form	 Supporting Document 1.pdf

NFPA 1033 Standard for Professional Qualifications for Fire Investigator: Completed JPR Evaluations

In the designated areas below, please upload the completed JPR Evaluation Sheets, signed off by an IAAI-approved Evaluator. Evaluation sheets that are not completed and/or signed off by an IAAI-approved Evaluator will not be accepted. At least 6 sheets must be included.

Evaluation Sheet 1: Exterior Scene Examination	 Supporting Document 1_524.pdf
Evaluation Sheet 2: Interior Scene Examination	 Supporting Document 2.pdf
Evaluation Sheet 3: Building Services Examination	 Supporting Document 3.pdf

Evaluation Sheet 4: Documentation of the Scene Findings

 Supporting Document 4.pdf

Evaluation Sheet 5: Planning, Conducting, & Evaluating

 Supporting Document 1_4455.pdf

Evaluation Sheet 6: Post-Incident Investigation

 Supporting Document 2_2459.pdf

Training

Each candidate shall provide documentation of a total of 400 hours of training as outlined below. Up to 33 hours of untested training may be documented.

Required Training

	Hours Claimed
IAAI Fundamentals of Fire Investigation (minimum of 40 hours)	40
CFITrainer.net: DNA (3 hours)	3
CFITrainer.net: Documenting the Event (4 hours)	4
CFITrainer.net: Ethics and the Fire Investigator (3 hours)	3
CFITrainer.net: Evidence Examination: What Happens at the Lab (4 hours)	4
CFITrainer.net: Introduction to Evidence Module (4 hours)	4
CFITrainer.net: NFPA 1033 and Your Career (2 hours)	2
CFITrainer.net: Physical Evidence at the Fire Scene (4 hours)	4
CFITrainer.net: The Practical Application of the Relationship Between NFPA 1033 and NFPA 921 (2 hours)	2
CFITrainer.net: The Scientific Method for Fire and Explosion Investigation (3 hours)	3

Total Training Hours

69

IAAI Fundamentals of Fire Investigation- certificate of completion

 Fundamentals Cert.pdf

 CFI Trainer Transcript File.pdf

Additional Training & Experience

Document Additional Completed Training Below and Indicate Tested/Untested and Number of Hours Per Course (must total 332 hours).

- Book published directly related to the investigation of fire or explosions: **25 hours per book**
 - Provide the title and publisher's name for all books authored and attach a copy of the copyright page, with Library of Congress Catalog Number.
- Paper/Article published on a subject directly related to the investigation of fires or explosions: **1 hour per paper/article**
 - (Do not claim credit here unless you were actively involved in fire investigation during that time period)
- Lecture taught on fire investigation: **1 hour per contact hour (max of 20)**
 - List the locations, dates and topic of each lecture taught. Attach attestment letters from program manager.
- Membership in professional organizations directly related to fire investigations: **1 hour per year**
 - List the organization, total years as a member, and current status in the description field.

	Description/Title/Course	Date Published/ Exp. Date	Check if Tested	Number of Hours
1	Book Name	1/1/2020		25
2	Fire Inv. Article Series	1/1/2022		3
3	Lectures: Name	1/1/2023		20
4				
5				
6				
7				
8				
9				
10				
11				
12				
13				
14				
15				
16				
24				
25				
26				

	Description/Title/Course	Date Published/Exp. Date	Check if Tested	Number of Hours
27				
28				
29				
30				

Total Hours Claimed: Additional Training & Experience 48

Please provide supporting documentation for the courses you listed above. For courses taken in one "area" (i.e.- CFITrainer.net courses, state courses, etc.) please provide one document noting each "category" of training listed.

Supporting Documentation 1

 508_Supporting Document 1_6472.pdf

Supporting Documentation 2

 509_Supporting Document 3_560.pdf

By submitting this application to the IAAI, with all required documentation, the applicant certifies this information to be true and correct to the best of their knowledge and certifies that they have read and understand the program requirements. The intentional submission of false information as part of this application will be cause for immediate rejection of the application and potentially subject the applicant to other penalties, including removal of IAAI member benefits.

Date Thursday, April 3, 2025

Signature 

Approval Activity History

Actor	Actions	Date
 April Elligson april.elligson@firearson.com	Waiting for April Elligson's action.	Thursday, April 3, 2025