

# Procedures for Scheduling the EGSA Apprentice Certification Exam



Ferris State University (FSU) has registered proctors at testing centers in colleges across the country. When you are ready to take the test, you must first contact FSU to determine the test site that is nearest you and they will provide you with the contact information for the registered proctor at the testing center. FSU will then email the testing center notification of your desire to take the EGSA exam and copy you in on the email. Once received, you will then contact the test center to schedule a test date that fits your schedule and that of the testing center.

After you have arranged a test date, it is imperative that you complete and submit “**The Test Candidate Information Sheet**” below along with the “**Test Order Form**” (found on the other side of this document) containing payment information. The test will then be sent to the testing center and you will be sent a tester registration form which is your entrance to the exam and must be presented at the testing center the day you test. **Please note that test candidates are responsible for all proctoring fees charged by the testing centers at the time they sit for the exam.** In the event that FSU doesn’t have a testing location within reasonable distance, FSU will work with you and will contact facilities in your area to arrange for testing.



Please feel free to contact FSU to obtain the contact information for the testing center nearest you or if you have any further questions.

Sincerely,

Ferris State University  
EGSA Testing Program  
Toll Free: 866-880-7674  
Email: [egsa@ferris.edu](mailto:egsa@ferris.edu)

## Attention:

**This page of order form *must be completed* when ordering EGSA Apprentice exam. PLEASE PRINT CLEARLY ON ALL FORMS.**

## Test Candidate Information Sheet

**PLEASE PRINT CLEARLY**

(Must be completed & signed by each test candidate)

Legal Name (Please Print Clearly): \_\_\_\_\_

Test Center Name: \_\_\_\_\_

Test Center Location: City \_\_\_\_\_ State \_\_\_\_\_

Scheduled Test Date: Month \_\_\_\_ Day \_\_\_\_ Year \_\_\_\_

Certification Renewal:  Yes  No If yes, current certification # \_\_\_\_\_

Signature: \_\_\_\_\_

**IMPORTANT! You must submit BOTH SIDES of this form along with your payment.**

**Fax, E-Mail or Mail *both sides* of this document to:**

**Ferris State University | EGSA Certification Program  
1020 Maple St - Suite 117 | Big Rapids, MI 49307  
Toll Free: (866) 880-7674 | Fax: (231) 591-5821  
E-Mail: [egsa@ferris.edu](mailto:egsa@ferris.edu)**

# EGSA Electrical Generator Systems Apprentice Certification Program



The EGSA Apprentice Certification was created as an entry level certification for candidates interested in employment in the power generation field. This certification will demonstrate their basic knowledge and commitment to perspective future employers. It is also intended to measure outcome assessment for students currently serving in the military or attending community colleges, universities, or technical schools with power generation curriculums. Certified technicians can proudly display their "EGSA Certified Electrical Generator Systems Apprentice Technician" certification.



Item Number	Quantity	Item Description	Price	Item Total
FSU129		EGSA Electrical Generator Systems Technician Apprentice Certification Exam	\$60.00	
FSU198		EGSA Electrical Generator Systems Technician Apprentice Study Guide	\$50.00	
FSU205		EGSA Electrical Generator Systems Technician Apprentice Reference Bundle*	\$230.00	
		<i>*Reference Bundle Includes Study Guide plus 5th Edition On-Site Power Reference Book</i>		

6% sales tax applies to sales of Study Guides to Michigan Residents ONLY. If your Michigan company is tax exempt, please fax a copy of your tax exempt status or include a copy with this order form when ordering by mail. Please note: Each person taking a test will pay a proctoring fee of approximately \$40 at the time of testing. These fees are paid to the test administrator the test is then sent to Ferris State University for scoring. Proctoring fees may vary by location.

<b>Sub Total</b>	
<b>Mi Residents Add 6% Sales Tax (See Note)</b>	
<b>Shipping</b> *(For Express or International Shipping See Note Below)	<b>\$18.00</b>
<b>Total Due</b>	

### Payment Information

**IMPORTANT! FULL PAYMENT MUST ACCOMPANY THIS FORM.** Faxed forms must include PO or credit card numbers or they can not be processed

Check (made payable to Ferris State University in U.S. funds)  
 Purchase Order Number \_\_\_\_\_  
 Visa       MasterCard       Discover       AMEX

Cardholders Name: \_\_\_\_\_

Card Number: \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_

Expiration Date: \_\_\_\_ / \_\_\_\_ Security Code/CVV2 Number: \_\_\_\_\_

Cardholder Telephone Number: (\_\_\_\_) \_\_\_\_\_ - \_\_\_\_\_

Credit Card Billing Address (if different from shipping address)

\_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

Signature: \_\_\_\_\_

### Customer/Shipping Information

\*Please note: Shipping to a physical street address will avoid delays. Shipping outside the continental U.S. is additional. If you need express shipping, international shipping or shipping to Alaska or Hawaii please call Ferris State University at the toll free number below for actual shipping charges.

This Address is a:     Residence     Business     Both

Ship to (Name): \_\_\_\_\_

Company: \_\_\_\_\_

Address 1: \_\_\_\_\_

Address 2: \_\_\_\_\_

City: \_\_\_\_\_

State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Telephone: (\_\_\_\_) \_\_\_\_\_ - \_\_\_\_\_

Fax: (\_\_\_\_) \_\_\_\_\_ - \_\_\_\_\_

E-Mail: \_\_\_\_\_

**IMPORTANT! When ordering EGSA Apprentice Tests you must submit BOTH SIDES along with your payment. - Duplication of the EGSA Apprentice Study Guide in any form is prohibited and violates copyright laws**

**E-Mail, Mail or Fax (both sides if ordering certification exam) of this document with payment to:**

**Ferris State University - EGSA Certification Program**  
**1020 Maple Street - Suite 117 | Big Rapids, MI 49307**  
**Toll Free: (866) 880-7674 | Direct: (231) 591-5822**  
**Fax: (231) 591-5821 | E-Mail: egsa@ferris.edu**