



AFSC Test Notification Process - UPDATE



The AFSC has revised the Test Notification Form submittal process. Effective immediately the test request process is available for electronic submittal through the [IMPACT](#) database. Electronic submittal is the AFSC the required method for receipt of test notification requests. Beginning July 1, 2015 the AFSC will not accept the [Test Notification Form](#) document for test requests. See the information below for and explanation on how to initiate an electronic notification request.

As of January 1, 2015, an entity that is submitting a test request for a course level **not previously approved** is required to submit an [*AFSC Test Request Self-Assessment](#) form. This form is also required for an entity that the AFSC previously approved for a level of certification that the AFSC revised since the entity last requested a certification exam.

For example, in 2015 the AFSC directive reference for FFI changed from the 2008 to 2013 edition of the 1001 standard. If an entity last tested FFI in the summer of 2014 and is requesting to test in the spring of 2015 then the [AFSC Test Request Self-Assessment](#) is required. Upon review and approval, the AFSC will update the approved level of the entity in the [IMPACT](#) system. An entity is only required to submit this once after a standard/directive revision, and is valid until the next revision to the directive occurs.

**Justification- the self-assessment references required course approval information not previously confirmed by the AFSC. This document serves as a checklist to ensure an entity is prepared to test for a specific examination level.*

The AFSC has revised the Test Notification Form submittal process and this is now available for electronic submittal through the [IMPACT](#) database. Designated training and chief level personnel are able to access to the test notification process once logged into the system.

1. Begin by logging into the database website located at <https://www.akimpact.org>.

2. Check that your access level is correct by looking for the word **(Chief)** in the top left corner of your introduction page menu bar. If the word is **(User)**, contact the AFSC if you are the designated training member authorized to access your department certification information.

(Chief) My Profile Dept Profile Personnel Setup Test Notifications Reports Change Password Help Logout

State of Alaska
IMPACT System
Credential Management Website

FireTrex
V1.3 © 2015
2/20/2015

Welcome to the Interagency Modular Portal for Alaska Certification and Training (IMPACT) hosted by the Alaska Fire Standards Council (AFSC).

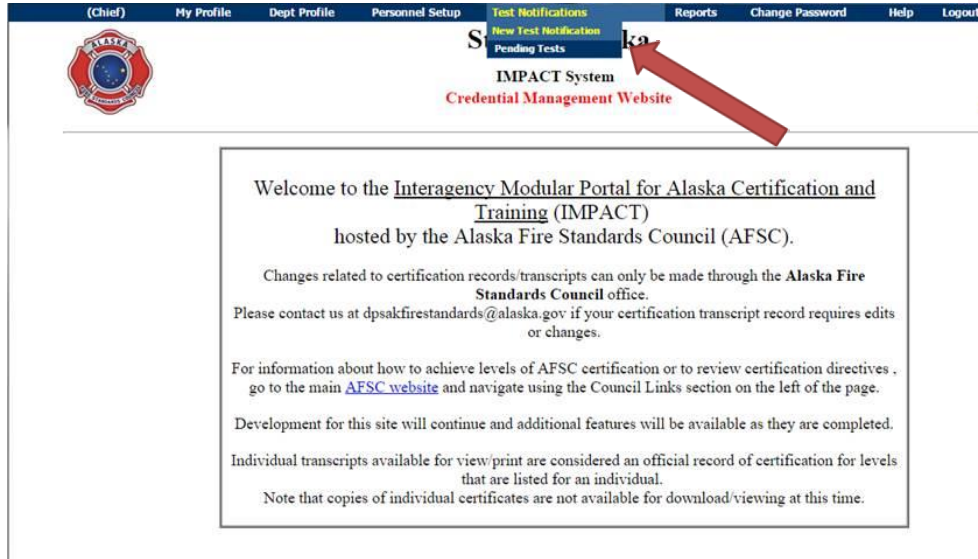
Changes related to certification records/transcripts can only be made through the **Alaska Fire Standards Council** office.
Please contact us at dpsakfirestandards@alaska.gov if your certification transcript record requires edits or changes.

For information about how to achieve levels of AFSC certification or to review certification directives, go to the main [AFSC website](#) and navigate using the Council Links section on the left of the page.

Development for this site will continue and additional features will be available as they are completed.

Individual transcripts available for view/print are considered an official record of certification for levels that are listed for an individual.
Note that copies of individual certificates are not available for download/viewing at this time.

- Go to the "Test Notifications" tab and select "New Test Notification" from the dropdown list.



- Select the "Start the Process" button and follow the information prompts

