



# SEMA INSTALLER CERTIFICATION PROGRAM

## SPRING 2010 TEST PREPARATION GUIDE & REGISTRATION BOOKLET

- Z1—Electric Sunroofs
- Z2—Truck Accessories/  
Body Exterior Components
- Z3—Leather Interiors
- Z4—Roof Treatments
- Z5—Custom Wheel & Tire
- Z6—Self-Adhesive Products

**TEST DATE:**  
Thursday, May 6, 2010

**REGISTRATION DEADLINE:**  
Wednesday, April 7, 2010



*Developed in cooperation  
with the National Institute for  
Automotive Service Excellence.*

## Program-At-a-Glance

Tests Offered*	Test Date	Registration Fees	Fee Per Test (U.S. Dollars)
Z1 – Z4 Members	May 6, 2010	Registration Fee - \$55	Test Fee - \$60
Z1 – Z4 Non-Members	May 6, 2010	Registration Fee - \$115	Test Fee - \$100
Z5 – Members	May 6, 2010	Registration Fee - \$55	Test Fee - \$60
Z5 – Non-Members	May 6, 2010	Registration Fee - \$110	Test Fee - \$100
Z6 – Members	May 6, 2010	Registration Fee - \$55	Test Fee - \$60
Z6 – Non-Members	May 6, 2010	Registration Fee - \$85	Test Fee - \$100

**Registration Deadline for All Exams:** Wednesday, April 7, 2010

**Test time:** The SEMA Certification Exams are given from 7:00 p.m. to 11:45 p.m. on the above date. Seating begins promptly at 7:00 p.m. You will be allowed 4 hours and 15 minutes testing time to complete the exam.

**Next test date:** SEMA Exams: November 2010, date to be determined

**\*ASE A6 Exam:** Tuesday, May 11, 2010

**ASE Registration Deadline:** Tuesday, March 31, 2010

Note: To register for the ASE A6 exam, call 703/669-6600, or go to [www.ase.com](http://www.ase.com). or [www.asecert.org](http://www.asecert.org).

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### Need additional copies of this SEMA Installer Certification Preparation Guide and Registration Booklet?

**Online:** [www.SEMA.org/certification](http://www.SEMA.org/certification)

**Phone:** 909/396-0289, ext. 158

**Fax form below:** 909/860-0184

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

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

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

Phone: \_\_\_\_\_

Fax: \_\_\_\_\_

Email: \_\_\_\_\_

# Program Overview

## Introduction

The *Test Preparation Guide & Registration Booklet* is intended to help installers of self-adhesive products study and prepare for the SEMA certification test, and should be useful for reviewing the technical knowledge and other requirements needed to pass the exam.

SEMA certification is a voluntary process through which accessory installers can prove their abilities to themselves, their employers and their customers. By meeting all of the eligibility criteria, and by passing one or more exams, you will earn a valuable credential, available exclusively to installers of self-adhesive products.

Certified technicians promote consumer trust and confidence, and improve the image of the specialty automotive industry. And because the tests are a true measure of an installer's know-how and expertise, you will have the satisfaction of knowing that you are among the elite in your profession—particularly since these credentials are recognized nationwide.

The program is open to principals and employees of SEMA-member companies as well as to nonmembers. SEMA invites all eligible candidates to participate in the certification process, and to join the industry-wide initiative to raise the level of professionalism and build a better, more prosperous business.

## Why a Certification Program?

In today's competitive environment, quality and customer satisfaction have become top priorities. To help foster consumer confidence and trust, and elevate the level of professionalism within the industry, the Specialty Equipment Market Association (SEMA) launched the certification program for accessory installers.

The SEMA Installer Certification Program has been developed in cooperation with the National Institute for Automotive Service Excellence (ASE), an independent, nonprofit organization best known for testing and certifying automotive repair technicians. The SEMA initiative is the only industry-supported, nationally recognized certification program of its kind.

Each exam was written by subject-matter experts representing all segments of the self-adhesive products market, including manufacturers, distributors, installers and other industry representatives. Their goal is to bring a higher level of professionalism to technicians and other industry professionals, and to improve the image of the industry through a nationwide certification program.

## What Are the Program's Goals?

The primary objectives of the installer certification program are to:

- Elevate the level of quality and professionalism within the specialty automotive industry by testing and certifying accessory installer specialists.
- Enhance the industry's image and instill consumer confidence.
- Ensure that consumers and new-vehicle dealers have a means of defining an installer's competency and skill levels.
- Furnish a yardstick by which to measure a company's commitment to quality and customer satisfaction.
- Provide for better marketability of the products and services which drive the industry.

## Who Should Become Certified?

Certification grants professional credentials, recognizes individual achievement and serves as an impartial, third-party endorsement of an installer's knowledge and expertise. Certification also provides business owners with a valuable marketing advantage. It's essential, therefore, that as many people as possible become certified—be they business owners or managers, installers, technicians, technical-support advisors or sales representatives.

## Program Overview

### How Does the Program Work?

The SEMA certification program includes six tests: Self-Adhesive Products (Z6), plus four accessory exams and one wheel and tire exam: Electric Sunroofs (Z1); Truck Accessories/Body Exterior Components (Z2); Leather Interiors (Z3); Roof Treatments (Z4); and Custom Wheels and Tires (Z5) and Self-Adhesive Products (Z6).

The information contained in this booklet pertains to the Self-Adhesive Products Exam. For information on other SEMA certification tests, call 909/396-0289, ext. 158, or visit the SEMA website, [www.sema.org/certification](http://www.sema.org/certification).

Each Exam was written and developed by a panel of industry experts familiar with a specific test topic. The test is job related and designed to measure a candidate's real-world skills.

Each test question has its roots in a test-writing process, whereby industry representatives meet in a workshop setting to share ideas and translate them into test questions. Each test question must then survive review by all workshop participants. The test is written in a multiple-choice format and is intended to deal with the installation, diagnosis and/or repair of specific types of self-adhesive products with which installers work on a day-to-day basis.

The SEMA test is administered by ACT. ACT is a nonprofit corporation engaged in test development and administration, and in educational and vocational research. ACT is well known for its college admission tests.

### What Are the Eligibility Requirements?

The SEMA Installer Certification Program has the following requirement:

- **Test candidates must have at least two years of hands-on work experience.**

The SEMA test is offered twice yearly, in May and November, at more than 700 test centers in the U.S. and Canada. See pages 26–30 for a listing of Test Registration Sites.

Individuals who pass the SEMA exam, and who meet the work experience requirement, will receive credentials from SEMA. The credentials are valid for five years and include a certificate suitable for framing, a sleeve insignia and a wallet card.

If you fail the SEMA test, you may take it again during any scheduled test administration in which the test is offered—but you must register again and pay the appropriate fees.

Keep in mind, all test results are confidential—you are the only one who will receive your test scores. *Test results will not be given over the phone, nor will they be released to anyone without your written permission.*

### What Are the Benefits of Certification?

The benefits of the SEMA Installer Certification Program are both personal and professional:

- *National recognition*—Certification grants professional credentials, recognizes personal achievement and serves as an impartial, third-party endorsement of an installer's know-how and expertise on a national level.
- *Enhanced stature*—Certification can potentially lead to increased job opportunities and will foster respect, recognition and credibility in the industry and profession.
- *Higher customer satisfaction*—Certification creates a customer "comfort zone," reduces concerns over warranty-related issues and provides consumers and new-vehicle dealers with a true measure of an installer's—and a business owner's—commitment to quality, excellence and customer satisfaction.
- *More dependable, skilled employees*—Certification requires job experience, study and knowledge of changing technology; it instills pride and provides employers with a valuable benchmarking tool to retain, reward and hire skilled employees.
- *Better marketability of the industry's products*—Certification delivers a marketing edge, a quality advantage essential to making your business stronger and more competitive.

# Preparing for the Certification Tests

## How to Prepare for the Tests

To become familiar with the question format and the content of the exam, be sure to review the test specifications, task list and sample questions provided for the test.

It is important to note that each question on the test is keyed or linked to a particular area or a set of tasks in the task list. Therefore, a review of the task lists, with an eye toward judging whether or not you know how to perform each task listed, will prove valuable in preparing for the test.

All questions are written in a multiple-choice format. Sample questions are included. Be sure to read each question carefully, so that you understand exactly what is being asked. Each question tests a specific installation procedure or diagnostic and repair problem, and has only one correct answer.

## What You Need to Know

You will need specific knowledge and skills to pass the SEMA test. To determine your qualifications—and whether you need to brush up in a specific area—carefully review this booklet, including the types of knowledge measured by the tests.

- **Basic technical knowledge**—Tests your knowledge of what is required to properly install a specific accessory or a group of accessories, and what proper procedures and/or precautions are to be followed in making repairs or adjustments.
- **Repair knowledge and skill**—Tests your ability and understanding to apply generally accepted repair procedures and precautions in assembly, disassembly and repair operations; and in making inspections and adjustments. Also tests ability to follow recommended installation and/or repair procedures, and use of tools of the trade.
- **Diagnostic knowledge and skill**—Tests your ability to recognize repair problems and to use generally available tools, measurement and/or testing equipment to diagnose the problem. Also tests your ability to find the cause of a particular set of symptoms.

## Helpful Hints and Tips

To ensure you will be alert and efficient on the day of your test, try to be well rested. *Be sure to bring three or four sharpened soft-lead (#2) pencils and an eraser.* Pencils will not be provided at the test center. If you wish to pace yourself, bring a watch; some test centers may not have clocks.

Remember to bring along your Admission Ticket and some form of photo identification.

## Test Center Procedures

When you reach the test center, wait in the assigned area until the proctor begins the test administration. He or she will instruct you in filling out the answer folder and tell you the amount of time allotted for the test.

Once the test has begun, keep track of the time. Avoid spending too much time on one question. If a question is difficult, mark the answer you think is correct, put a check mark in the test book, and go on to the next question. If you finish the test before the allotted time, you may go back to the questions with which you had difficulty.

**Remember—It is to your advantage to answer every question. Do not leave any answers blank. Your score will be based only on the number of correct answers that you provide.**

## Industry Training and Reference Resources

Employers are encouraged to make study materials and information on training resources available to their employees. The following industry training and reference resources are provided for that purpose.

Manufacturers' and equipment suppliers' installation and training manuals are also valuable resources, and test candidates are urged to obtain and study them.

### Z1-Z4 Certification Exams

- **Consumer Electronics Association (CEA)**—Provides training and education resources, plus Mobile Electronics Certified Professional (MECP) certification. Program assesses competency in installation techniques, technology, mobile entertainment, navigation and security systems. Study guides available. For details, contact CEA, 2500 Wilson Blvd., Arlington, VA 22201; phone: 703/907-7600. Website: [www.ce.org](http://www.ce.org)
- **CHMSL Installation Wiring Guide**—Detailed information on center-high-mounted stop light, presented in an electronic format. CD includes schematics, diagrams, etc. on how to wire and connect third brake lights in current-model pickup trucks. Produced by LTAA, a SEMA council. Free to SEMA-council members. Nonmember cost: \$49.95. For details, call SEMA, 909/396-0289, ext. 105.
- **C.R. Laurence Co.**—Generic sunroof installation instructions for AutoPort, NewPort and Genesis sunroofs, available online and video format. Also online installation resources for manual and power pass-thru windows. Contact C.R. Laurence, 2503 E. Vernon Ave., Los Angeles, CA 90058, 323/588-1281; [www.crlaurence.com](http://www.crlaurence.com).
- **Mitchell Air Bag Service & Repair Manual**—Although geared toward the collision repair industry, manual includes extensive technical and procedural information on various air bag systems. Offers tips on component and sensor locations, inspection procedures, terminals, torque specs, wiring harnesses, reset codes and more. Contact Mitchell International, 9889 Willow Creek Rd., San Diego, CA 92131; 858/578-6550; fax: 858/578-4752; or visit the company website: [www.mitchell.com](http://www.mitchell.com).
- **Mobile Enhancement Retailers Association (MERA)**—MERA's KnowledgeFest educational offerings include sessions on mobile electronics installation and fabrication. Sessions vary in length from one hour to two days. For details, call 800/949-6372, or e-mail to [info@merausa.org](mailto:info@merausa.org).
- **Paint Color Variation DVD**—Developed by LTAA, a SEMA council, DVD features an in-depth guide to the paint matching process. Free to SEMA-council members. Nonmember cost: \$49.95. For details, call SEMA, 909/396-0289, ext. 105.
- **Towing a Trailer**—Produced by the National Highway Transportation Safety Administration (NHTSA). Brochure includes tips on weight ratios and tow ratings, hitch, brake and wiring systems, load and weight distribution, state and local towing requirements. To order, visit the NHTSA website, [www.nhtsa.gov](http://www.nhtsa.gov) or call 800/424-9153.
- **Vizualogic**—Field and video training for mobile entertainment product installation. Contact Vizualogic, 1493 E. Bentley Dr., Corona, CA 92879; 951/272-1996. Or visit the company website, [www.tmiproducts.com](http://www.tmiproducts.com).
- **Your Guide to Towing**—Produced by Trailer Boats Magazine. Booklet covers key aspects of tow vehicles, towing equipment, trailer hitches, wiring and more. Contact Trailer Boats, 20700 Belshaw Ave., Carson, CA 90746; 310/537-6322; fax: 310/537-8735, or e-mail to [editors@trailerboats.com](mailto:editors@trailerboats.com).

### Z5 Certification Exam

- **AutoWare Technologies**—Offers on-site technical tire and wheel training seminars, with emphasis on preparation for the SEMA Custom Wheel & Tire Specialist Exam (Z5). SoftWheels and TreadWare software also available. Contact AutoWare Technologies, 103 Amar Pl., Suite 101, Panama City, FL 32413; phone: 850/230-9695, or visit the company website, [www.autowaretech.com](http://www.autowaretech.com).
- **Bridgestone/Firestone North America—Tire Resource Manual**—In-depth manual covers core tire knowledge. Topics include tire categories and construction, sidewall information, tire and rim dimensions, load and inflation tables, innovative technologies and performance fitment formulas. For more information, contact Bridgestone/Firestone North America, 333 E. Lake St., Bloomington, Ill. 60108.

## Industry Training and Reference Resources, continued

- **Mitchell1 Tire Pressure Monitoring Systems Guide**—Detailed descriptions of tire-pressure monitoring systems for domestic and import vehicles through 2008. Complete with diagrams, torque specifications, reset procedures, dismounting and mounting procedures and more. Discounted copies available exclusively to SEMA members. Call 909/396-0289, ext. 112, or go to [www.sema.org/wtc](http://www.sema.org/wtc) to download an order form. Or contact Mitchell1, 14145 Danielson St., Poway, CA 92064; phone: 888/724-6742; e-mail. Web address: [www.mitchell1.com](http://www.mitchell1.com).
- **Passenger & Light-Truck Tire Conditions Manual**—Illustrated guidebook includes general technical information, tire replacement guidelines, tips on tire-wear and a glossary of industry terminology. Produced by the Tire Industry Association, 1531 Pointer Ridge Pl., Suite G, Bowie, MD 20716; phone: 800/426-8835 or 301/430-7280; fax: 301/430-7283. Or access the TIA website: [www.tireindustry.org](http://www.tireindustry.org).
- **Performance Handbook**—Annual supplement to Modern Tire Dealer, SEMA News and Truck & SUV Performance. Features articles on mounting, demounting and installation, custom wheel dimensions, plus-sizing, performance tire selection, plus a comprehensive resource directory. Published by Bobit Business Media, 3520 Challenger St., Torrance, Calif. 90503.
- **SEMA Wheel & Tire Council—General Aftermarket Wheel Installation Guidelines**—Produced in a poster format by SEMA's Wheel Industry Council (WIC). Written in English and Spanish, and suitable for shop display. Poster includes diagrams and information on load rating, tire diameter, balancing, tire clearance and more, plus tips on wheel mounting and installation. For more information, call SEMA, 909/396-0289, ext. 112.
- **The Ultimate Wheel & Tire Plus-Sizing Guide 2008**—Comprehensive guidebook provides suggested plus-sizing options, bolt-pattern conversion tables, tire and wheel diameters, and section height and width data for a range of vehicles. Available through SEMA exclusively to member companies. To order, call 909/396-0289, ext. 118.
- **Tire Industry Association (TIA)—Basic Automotive Tire Service Training and Certificate Workbook**—Self-study format covers basic principles of tires and wheels, tire and wheel assembly removal and installation, balancing procedures and guidelines, diagnosis and repair, and more. For details, contact TIA, 1532 Pointer Ridge Pl., Suite G, Bowie, MD. 20716; phone: 800/426-8835 or 301/430-7280; fax: 301/430-7283. E-mail: [www.tireindustry.org](http://www.tireindustry.org).
- **Your Local Library**—Many libraries stock study guides and reference materials. Check with your local library for details.

## Z6 Certification Exam

- **Appearance Plus**—Offers training courses on window tinting, pinstriping and paint protection film. Classes limited to three students per instructor. For more information, contact Appearance Plus, 1508 Babcock St., Melbourne, FL 32901; phone: 800/408-5020 or 321/952-4346; fax: 321/952-7113. Email: [getcrazy@yahoo.com](mailto:getcrazy@yahoo.com). Website: [www.appearanceplus.com](http://www.appearanceplus.com).
- **Auto Trim & Restyling News**—Trade magazine, founded in 1953, serving the restyling and trim industry. Articles cover a range of topics, including step-by-step installations, window film, vinyl wraps, striping and more, plus an annual supplier directory. Published monthly by Bobit Business Media, 3520 Challenger St., Torrance, CA 90503; phone: 310/533-2400. Website: [www.atrn.com](http://www.atrn.com).
- **International Window Film Association**—Offers training and educational materials for professional installers, including a testing/training program designed to educate installers in the specific areas of automotive window film applications and properties. For details, contact IWFA, P.O. Box 3871, Martinsville, VA 24115; phone: 276/666-4933; fax: 276/666-4933. Email: [admin@iwfa.com](mailto:admin@iwfa.com). Web address: [www.iwfa.com](http://www.iwfa.com).
- **Restyling**—Monthly publication focuses on various topics, including window tint, paint protection film and related products, chrome accents, plus vinyl graphics report. For more information, contact National Business Media, P. O. Box 1416, Broomfield, CO 80038; phone: 800/669-0424 or 303/469-0424; fax: 303/469-5730. Web address: [www.nbm.com](http://www.nbm.com).
- **WRAPS**—Bi-monthly magazine offers detailed coverage on vehicle, fleet and specialty wraps. Content includes tips on wraps installation, how-to articles, professional graphic design and more. Contact National Business Media, P. O. Box 1416, Broomfield, CO 80038; phone: 800/669-0424 or 303/469-0424; fax: 303/469-5730. Web address: [www.nbm.com](http://www.nbm.com).

# SEMA Installer Certification Test

## Test Content and Sample Questions

The material found on the following pages is designed to help accessory installers and other industry professionals prepare for the SEMA certification test.

## Test Specifications

Each section begins with the Test Specifications, which lists the main categories covered on the test. The section also includes the number of test questions and the percentage of the test devoted to each category.

## Task List

The Task List describes the actual work performed by an installer or technician in each technical area covered on the test. The task list was developed by installers and technical experts familiar with the product category, and serves as a valuable checklist of what to study in preparation for the test. The Task List may also serve as a guideline for question writers, reviewers and test assemblers.

It is important to note that the number of questions in each category may not be equal to the number of tasks identified in the task list. For example, some tasks are complex and may therefore be addressed by several questions. Other tasks are less complex, and one question may cover several tasks. Thus, the main objective in listing the tasks is to accurately reflect what is actually done on the job, rather than to make each task correspond to a particular test question.

## Sample Questions

The section also includes some sample questions. These questions will not appear on the actual tests. However, they are written in the same multiple-choice format as actual test questions.

Every effort should be made to read and carefully review each sample question. This will help you become familiar—and feel more comfortable—with the various styles of questions that appear on the SEMA test. Answers to the sample questions are noted with an asterisk.

## Test Specifications—Electric Sunroofs Test (Z1)

*The following tasks are not listed in the order of priority. They are knowledge areas only.*

# Z1

Content Area	Questions In Test	Percentage of Test
A. General Sunroof Installation	26	65%
B. Sunroof Diagnosis and Repair	14	35%
<b>Total</b>	<b>40</b>	<b>100%</b>

**\*Note:** *There could be up to 10 additional questions that are included for statistical research purposes only. Your answers to these questions will not affect your test score, but since you do not know which ones they are, you should answer all questions in the test.*

## Task List—Electric Sunroofs Test (Z1)

The following tasks are not listed in the order of priority. They are knowledge areas only.

### A. General Sunroof Installation (28 questions)

1. Perform vehicle pre-installation inspection.
2. Perform pre-installation sunroof unit inspection, bench test assembly.
3. Verify sunroof size, type and placement.
4. Protect the vehicle interior and exterior prior to installation.
5. Remove headliner, interior trim and components as required.
6. Position the template and mark the cut line.
7. Tape off the painted area to be cut.
8. Prepare and cover sunshade as required.
9. Disable electrical system as required.
10. Remove obstructions under the roof skin as required.
11. Cut opening; test fit sunroof assembly.
12. Apply corrosion protection to all modified metal surfaces.
13. Install and test drain tubes as required.
14. Verify power source and install wiring.
15. Prep sunroof assembly for installation.
16. Install pre-ring/housing and sunroof assembly.
17. Fabricate and install support brackets as required, connect wiring and drain tubes.
18. Test operation of the sunroof assembly; adjust as required.
19. Re-install the headliner and trim and all accessories/components, and modify as necessary.
20. Perform final sunroof test and inspection, clean vehicle and complete documentation.
21. Be familiar with vehicles systems and components, component locations and nomenclature (including Supplemental Restraint Systems (SRS), navigation systems, mobile electronics, etc.)
22. Follow accepted service precautions and procedures.

### B. Sunroof Diagnosis and Repair (14 questions)

1. Perform pre-repair vehicle inspection.
2. Verify the complaint.
3. Check and test the sunroof for wind noise or buffeting; repair as necessary.
4. Check and test the sunroof for water leaks; repair as necessary.
5. Check and test the sunroof for abnormal noises (rattles, squeaks, etc.); repair as necessary.
6. Diagnose the cause of mechanical failures (latches, hinges, sunshades, cables, motors, lift or cam mechanisms); repair as necessary.
7. Determine the cause of interior or exterior cosmetic problems; repair as necessary.
8. Determine the cause of electrical failures; repair as necessary.
9. Determine the cause of no operation, slow operation or intermittent operation of electric sunroofs; repair as necessary.
10. Perform preventive maintenance; lubricate and adjust sunroof assembly as required.

## Sample Questions—Electric Sunroofs Test (Z1)

### Questions:

1. Technician A says that the dome light bracket should be attached to the housing prior to placing the unit in the vehicle. Technician B says that the dome light bracket should be attached to the housing in the center, from side to side.

Who is right?

- (A) A only                      \*(C) Both A and B  
(B) B only                      (D) Neither A nor B
2. An electric sunroof will not function. The technician should first:
- \* (A) Check for proper voltage to the sunroof.  
(B) Disconnect the battery to reset the system.  
(C) Check the sunroof ground connection.  
(D) Determine if other vehicle accessories are working.
3. After cutting the sunroof opening, the tape should be removed by pulling:
- (A) From the cut opening in the direction of the outside of the vehicle.  
\*(B) From the outside of the roof panel in the direction of the cut opening.  
(C) Around the opening in the direction the tape was applied.  
(D) Around the opening in the direction opposite to the direction the tape was applied.
4. When securing electrical wiring to the roof skin and cant rails (side rails) the technician should always:
- (A) Sand the area where the wires are secured.  
(B) Weave the wires between the drain tubes and the braces.  
(C) Leave slack in the wires between securing points.  
\*(D) Glue and tape the wires securely.
5. Which of these methods should be used to locate the power source for an electric sunroof?
- (A) Probe the ignition harness wires with a test light.  
(B) Probe the wires closest to the sunroof switch with a voltmeter.  
(C) Select a 15-amp fuse on the hot side of the circuit bus.  
\*(D) Determine the correct color-coded wire using available industry resources.



6. Compared to other types of sunroofs, a folding fabric sunroof, such as the one shown above, has which of the following disadvantages?
- (A) Cables are more easily broken.  
\*(B) Noise level is higher than with most other sunroofs.  
(C) It is more difficult to locate the switch.  
(D) Track sections are larger.

## Test Specifications—Truck Accessories/Body Exterior Components Test (Z2)

# Z2

Content Area	Questions In Test	Percentage of Test
A. Installation	35	78%
1. Body Components	(23)	0%
2. Towing Components	(6)	0%
3. Painting	(6)	0%
B. Diagnosis and Repair	10	22%
<b>Total</b>	<b>45</b>	<b>100%</b>

**\*Note:** There could be as many as 10 additional questions on the Spring 2010 Truck Accessories/Body Exterior Components Test that are included for statistical research purposes only. Your answers to these questions will not affect your score, but since you do not know which they are, you should answer all questions in the test.

## Task List—Truck Accessories/Body Exterior Components Test (Z2)

The following tasks are not listed in the order of priority. They are knowledge areas only.

### A. Installation (35 questions)

#### 1. Body Components (23 questions)

Includes ground effects, deck wings/spoilers, body panels, wheel flares, bumpers, bumper covers (front fascia), vent visors (bug deflectors), lighting and covers, cab fairings, grille modifications (grilles/guards/inserts), hoods and scoops, deck lids, running boards and side bars, side skirts/cladding, fender skirts, moldings—body side, stainless steel, rocker panel, wheel well—truck caps, bedrail caps, tailgates, tonneau covers (hard and soft), exhaust systems, graphics and pinstriping, bedliners, mud flaps, sun visors, auxiliary fuel tanks, grab handles, toolboxes, racks, and replacement rear windows, trailer hitches and trailer hitch wiring.

1. Read all manufacturers' instructions; inspect and inventory all parts.
2. Be aware of all local, state, federal and vehicle manufacturer (OEM) requirements pertaining to the product or installation.
3. Perform a vehicle pre-installation inspection.
4. Prepare vehicle for pre-fit.
5. Pre-fit and make any necessary fit adjustments.
6. Clean surface, drill and rustproof holes as required.
7. Verify power source; pre-wire as necessary.
8. Install components using adhesives and/or gaskets as required.
9. Install components using fasteners or welding as required.
10. Install lighting and/or other electrical components.
11. Conduct operational check.
12. Final inspect, clean vehicle and complete documentation.

**2. Towing Components (6 questions)**

1. Read all manufacturers' instructions; inspect and inventory all parts.
2. Be aware of all local, state, federal and vehicle manufacturer (OEM) requirements pertaining to the product or installation.
3. Perform a vehicle pre-installation inspection.
4. Prepare vehicle for pre-fit.
5. Pre-fit and make any necessary fit adjustments.
6. Clean surface, drill and rustproof holes as required.
7. Verify power source; pre-wire as necessary.
8. Install components using adhesives and/or gaskets as required.
9. Install components using fasteners or welding as required.
10. Install lighting and/or other electrical components.
11. Conduct operational check.
12. Final inspection, clean vehicle and complete documentation.

**3. Painting (6 questions)**

1. Identify material composition of component.
2. Determine the process required to seal and/or prime component.
3. Prep, clean, seal and/or prime component.
4. Determine paint code, mix to variant/alternate.
5. Paint component.
6. Final sand or buff as required.
7. Final inspect, clean vehicle and complete documentation.

**B. Diagnosis and Repair (10 questions)**

1. Verify complaint.
2. Determine the cause of paint problems; repair or replace as required.
3. Determine the cause of electrical problem(s); repair, replace or adjust as required.
4. Determine the cause of loose, missing or defective components; repair, replace, or adjust as required.
5. Determine the cause of damaged components; repair or replace as required.
6. Identify poor adhesion, determine the cause, correct the condition.
7. Determine the cause of water, air, or fluid leaks; correct the condition.
8. Final inspection, clean vehicle, complete documentation.

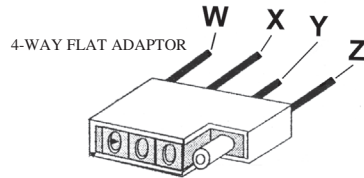
## Sample Questions—Truck Accessories/Body Exterior Components Test (Z2)

1. Before drilling a hole in a vehicle, all of these should be done EXCEPT:

- \* (A) Rustproof the area.
- (B) Mark and center punch the hole.
- (C) Inspect behind the area to be drilled.
- (D) Use a drill stop.

2. Which wire on the vehicle-wiring plug shown below should be connected to the left turn signal source?

- (A) W
- \* (B) X
- (C) Y
- (D) Z



3. Components are being pre-installed on a vehicle.

Technician A begins by placing the components beside the vehicle and pre-fitting them to the vehicle.  
Technician B begins by reading the instructions and comparing the components to the inventory list.

Who is right?

- (A) A only
- (B) B only
- (C) Both A and B
- (D) Neither A nor B

4. A truck cap can be secured to the truck with all of these EXCEPT:

- (A) J-bolts.
- (B) Clamps
- (C) Grade 5 bolts
- \* (D) Self-tapping screws.

5. Which of these should a painter use when refinishing an ABS plastic part?

- \* (A) A sealer or primer
- (B) A self-etching primer
- (C) A self-leveling primer
- (D) A urethane primer

6. Which of these formulas is most often used when selecting a winch for a vehicle?

- \* (A) Vehicle weight times two
- (B) Vehicle weight plus 1,000 lbs.
- (C) Vehicle weight plus one-half of the vehicle weight
- (D) Vehicle weight rounded up to the nearest 1,000 lbs.

## Test Specifications—Leather Interiors Test (Z3)

Content Area	Questions In Test	Percentage of Test
A. Leather Interior Kit Installation	25	71.4%
B. Leather Interior Kit Diagnosis and Repair	10	28.6%
<b>Total</b>	<b>35</b>	<b>100%</b>

# Z3

*\*Note: There could be as many as 10 additional questions on the Spring 2009 Leather Interiors Test that are included for statistical research purposes only. Your answers to these questions will not affect your score, but since you do not know which they are, you should answer all questions in the test.*

## Task List—Leather Interiors Test (Z3)

The following tasks are not listed in the order of priority. They are knowledge areas only.

### A. Leather Interior Kit Installation (25 questions)

1. Perform pre-installation inspection of vehicle; identify the type of restraint system with which the vehicle is equipped.
2. Verify color, style and application of product in relation to vehicle; check for defects.
3. Protect the vehicle.
4. Disconnect electrical system, disarm airbag system, and disconnect seat belt system as required.
5. Remove seats; remove door panels as required.
6. Remove seat upholstery and related hardware.
7. Prep seat, upholstery and door panels as required for installation.
8. Install new upholstery, accessories and related hardware.
9. Reinstall finished seats; reinstall door panels as required.
10. Reconnect electrical system, re-arm airbag system, and reconnect seat belt system as required.
11. Perform final inspection, clean vehicle and complete documentation.
12. Understand procedures relevant to the different types of advanced airbag restraint systems and their components.

### B. Leather Interior Kit Diagnosis and Repair (10 questions)

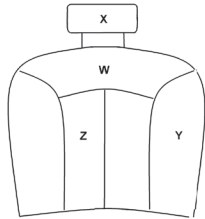
1. Perform pre-installation inspection of vehicle; identify the type of restraint system with which the vehicle is equipped.
2. Verify complaint.
3. Determine cause of electrical malfunctions in seat and related systems (power seats, power accessories, doors, airbags, OCS, etc.); repair, replace or refer as required.
4. Determine cause of mechanical malfunctions (seat adjustments, abnormal noises, loose trim, OCS, etc.); repair, replace or refer as required.
5. Identify cosmetic problems (fading, cracking, peeling, split seams, wrinkling, etc.); determine the cause, repair or replace as required.
6. Perform final inspection, clean vehicle as required; complete documentation.

## Sample Questions—Leather Interiors Test (Z3)

1. Which of these is most commonly used for installing material on the door panel inserts?
- (A) An upholstery steamer
  - (B) A clip removal tool
  - \* (C) A tucking tool
  - (D) A hot-glue gun

2. In the diagram shown, which of these is the bolster?

- (A) W
- (B) X
- \* (C) Y
- (D) Z



3. The passenger's rear window on a sedan goes up slower than the rest. Technician A says that the top felt molding of the door panel may be binding the window. Technician B says that an improperly installed window switch could be the cause. Who is right?
- (A) A only
  - (B) B only
  - (C) Both A and B
  - (D) Neither A nor B

4. All of these are examples of current automotive seat-cover fastening systems EXCEPT:

- (A) Velcro
- (B) Hog ring
- \* (C) Tack strip
- (D) Adhesive

5. A technician applies contact adhesive to 25% of the application material, and 100% to the surface to be covered. What percentage of permanent bond will be achieved?
- \* (A) 25%
  - (B) 50%
  - (C) 75%
  - (D) 100%

## Test Specifications—Roof Treatments Test (Z4)

Content Area	Questions In Test	Percentage of Test
A. Roof Treatments General Installation	25	71.4%
B. Roof Treatments Kit Diagnosis and Repair	10	28.6%
<b>Total</b>	<b>35</b>	<b>100%</b>

# Z4

*\*Note: There could be as many as 10 additional questions on the Spring 2010 Roof Treatments Test that are included for statistical research purposes only. Your answers to these questions will not affect your score, but since you do not know which they are, you should answer all questions in the test.*

## Task List—Roof Treatments Test (Z4)

The following tasks are not listed in the order of priority. They are knowledge areas only.

### A. Roof Treatments General Installation (25 questions)

1. Perform pre-installation inspection of vehicle.
2. Verify color, style and application of product in relation to vehicle; check for defects.
3. Protect vehicle and prep for dry fitting. Remove emblems, window moldings, cellular antenna, etc.; apply black pressure tape as required.
4. Dry fit and pre-drill shell, door caps, deck shims and belt moldings.
5. Prep shell, door caps, blockouts and deck shims. Glue and cover with material.
6. Pre-wire opera lights as required.
7. Clean and rustproof drilled holes.
8. Apply adhesive. Install shell, door caps and deck shims.
9. Install moldings, wire-on, front binding strip, interior blockouts and opera lights. Reinstall emblems and cellular antenna.
10. Perform final inspection, clean vehicle and complete documentation.

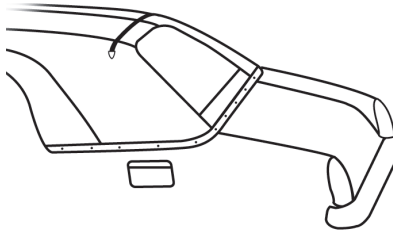
### B. Roof Treatments Diagnosis and Repair (10 questions)

1. Perform pre-installation inspection of vehicle.
2. Verify complaint.
3. Identify cosmetic problems (e.g., fading, split seams, binding, wrinkling, adhesion, bubbling, etc.). Determine cause; repair or replace as required.
4. Identify installation problems (e.g., poor adhesion, misalignment, water leaks, wind noise, loose fasteners and moldings, etc.); repair or replace as required.
5. Determine the cause of electrical failures (inoperable opera lights, cellular antenna function, etc.); repair or replace as required.
6. Perform final inspection, clean vehicle as required and complete documentation.

## Sample Questions—Roof Treatments Test (Z4)

1. Which of these tools should be used when inserting the excess material underneath the leading edge of a simulated convertible top?

- (A) A putty knife
- (B) A pocket knife
- (C) A flat blade screwdriver
- \* (D) A tucking tool



2. Water builds up in the bottom of the trunk, in the vehicle shown above, after a hard rain or car wash. Which of these is the most likely cause of the leak?

- (A) Deck lid molding screws
- (B) Quarter belt molding screws
- (C) Rear valance
- \* (D) Weather-strip seal

3. A customer complains that there is a humming noise coming from the simulated convertible top when traveling over 45 mph. Technician A says that the front binding may be loose. Technician B says that the seams may be incorrectly glued.

Who is right?

- (A) A only
- (B) B only
- (C) Both A and B
- (D) Neither A nor B

4. Interior blackout panels can be made from all of these EXCEPT:

- (A) ABS plastic.
- (B) Sheet metal.
- (C) An old piece of headliner board.
- \* (D) Matching top material.

## Test Specifications—Custom Wheel & Tire Test (Z5)

# Z5

Content Area	Question In Test	Percentage of Test
A. General Industry Knowledge and Terminology	16	32%
1. Tires	(5)	
2. Wheels	(5)	
3. Fasteners	(2)	
4. Vehicle	(1)	
5. Tire Pressure Monitoring Systems	(3)	
B. Selection and Application	8	16%
C. Wheel and Tire Removal	1	2%
D. Demounting	2	4%
E. Mounting and Inflation	5	10%
F. Balancing	3	6%
G. Wheel and Tire Installation	5	10%
H. Maintenance, Diagnosis and Repair	9	18%
I. Service Equipment Inspection and Maintenance	1	2%
<b>Total</b>	<b>50</b>	<b>100%</b>

*\*Note: There could be up to 10 additional questions that are included for statistical research purposes only. Your answers to these questions will not affect your score, but since you do not know which ones they are, you should answer all questions in the test.*

## Task List—Custom Wheel & Tire Test (Z5)

### A. General Industry Knowledge and Terminology (16 questions)

#### 1. Tires (5 Questions)

1. Interpret sidewall information for load rating, size, speed rating, maximum inflation pressure, run-flat, UTQG, and DOT number.
2. Identify basic structural components of tires, and their function.
3. Understand the content and purpose of tire industry resource literature.

#### 2. Wheels (5 Questions)

1. Locate and interpret wheel markings for wheel diameter, width, offset, load rating, maximum tire diameter, and bolt/pitch circle diameter as required.
2. Identify basic structural components of wheels and their function.
3. Measure wheel for diameter, width, backside setting, bolt/pitch circle diameter and center bore diameter and depth.
4. Convert backside setting to offset.
5. Understand the content and purpose of wheel industry resource literature.

#### 3. Fasteners (2 Questions)

1. Interpret fastener markings for diameter and pitch.
2. Identify fastener and seat type.

#### 4. Vehicle (3 Questions)

1. Locate and interpret original equipment vehicle tire information placard/sticker.
2. Identify steering, suspension, brake and hub components.
3. Identify vehicle type.

## Task List—Custom Wheel & Tire Test (Z5), continued

### 5. Tire Pressure Monitoring Systems (TPMS) (1 question)

1. Identify presence of tire-pressure monitoring system.
2. Identify type of tire-pressure monitoring system.
3. Identify type of tire-pressure monitor sensor, as required.

### B. Selection and Application (8 questions)

1. Determine vehicle usage and customer expectations.
2. Determine OE wheel and tire size, tire load index, speed rating, recommended inflation pressure, minimum wheel load-rating requirement, bolt/pitch circle diameter (PCD), offset, pressure-monitoring system, fastener size and type.
3. Determine the need for hub-centric rings.
4. Determine existing modifications to the suspension, steering, brakes, tires and wheels, and body of the vehicle.
5. Determine that the custom tire and wheel assembly meets vehicle requirements for load rating, speed ratings and new inflation pressure.
6. Determine that the custom tire and wheel assembly will be unobstructed on the vehicle.
7. Determine if the custom tire and wheel assembly will allow all vehicle systems to perform as they do with original equipment.
8. Determine the compatibility between custom wheel and custom tire.

### C. Wheel and Tire Removal (1 question)

1. Determine vehicle lifting points and procedures; raise vehicle.
2. Remove wheel covers and fasteners as required.
3. Remove the wheel and tire assembly.
4. Inspect tire and wheel assembly.

### D. Demounting (2 questions)

1. Confirm adequacy of the tire-changing equipment.
2. Remove valve core, completely deflate tire, and remove wheel weights.
3. Check for presence of flat-repair chemicals, and purge as required.
4. Follow vehicle manufacturer's and tire manufacturer's operating guidelines to demount tire.
5. Inspect wheel and tire.

### E. Mounting and Inflation (5 questions)

1. Inspect and confirm condition and compatibility of tire and wheel components to be assembled.
2. Select and install valve stem and tire-pressure monitoring system (TPMS) components as required.
3. Follow vehicle manufacturer's and tire-changer manufacturer's operating guidelines to mount tire.
4. Inflate the tire.
5. Comply with safety procedures.

**F. Balancing (3 questions)**

1. Mount and center wheel on balancer.
2. Determine method of balancing and weight placement.
3. Determine type of weight to be used.
4. Follow equipment manufacturer's operating guidelines to determine weight placement.
5. Install weights.
6. Confirm balance.

**G. Wheel and Tire Installation (5 questions)**

1. Inspect mounting surfaces; clean as required.
2. Check for obstructions, which would keep wheel from seating properly.
3. Confirm fit of wheel accessories, such as caps and hubcentric rings.
4. Remove drum/rotor retaining clips as required.
5. Position wheel and tire assembly on mounting surface; confirm proper mating.
6. Confirm adequate stud protrusion.
7. Confirm selection and proper fit of fasteners.
8. Attach and torque fasteners.
9. Rotate tire and check for clearance.
10. Lower vehicle to ground.
11. Check for loaded clearances and steering obstructions.
12. Perform road test and final inspection.
13. Provide customer with paperwork and instructions, including air pressure management, tire rotation, and fastener torque/re-torque.
14. Recalibrate tire-pressure monitoring system (TPMS), as required.

**H. Maintenance, Diagnosis, and Repair (9 questions)**

1. Verify customer needs or complaint.
2. Diagnose the cause of complaints; determine corrective measures.
3. Check air pressure.
4. Check tire and wheel assembly for damage and unusual wear or conditions; determine needed repairs or replacement.
5. Rotate wheel and tire assemblies.
6. Balance wheel and tire assembly.
7. Perform tire repairs according to tire manufacturer's recommended guidelines.
8. Re-torque fasteners.

**I. Service Equipment Inspection and Maintenance (1 question)**

1. Use appropriate personal safety equipment.
2. Determine the need for calibration of wheel balancers, tire changers, pressure gauges, and torque wrenches.
3. Determine if service equipment is in working order.
4. Perform required maintenance.
5. Maintain adequate levels of shop supply materials.

## Sample Questions—Custom Wheel & Tire Test (Z5)

### Questions:

- When recommending a tire and wheel assembly, the most important consideration is:
  - How they look on the vehicle.
  - Chromium plating (finish).
  - \*Fit and function.
  - Low aspect ratio.
- When changing to an aggressive off-road tread design, the vehicle owner should expect:
  - Improved highway handling.
  - \*A noisier ride.
  - Improved suspension life.
  - A smoother ride.
- The dash-mounted malfunction indicator lamp (MIL) for the tire-pressure monitoring system (TPMS) is illuminated. Technician A says to reinflate tire pressures to OE-recommended levels. Technician B says to check for a cause of tire-pressure loss. Who is right?
  - A only
  - B only
  - Both A and B
  - \*Neither A nor B
- Which of these is represented by the number 90 on the sidewall markings shown above?
  - Section width.
  - Speed rating.
  - Maximum inflation.
  - \*Load index.
- When diagnosing a vibration complaint, which of these is LEAST likely to be the problem?
  - Center bore.
  - \*Wheel alignment.
  - Lug application.
  - Mounting Surface.
- Before installing a set of custom wheel and tire assemblies on a vehicle, the installer must do all of these EXCEPT:
  - Balance the wheel and tire assemblies.
  - Check that the load rating of the wheels is sufficient for the vehicle.
  - Check the vehicle mounting surfaces for obstructions.
  - \*Check and correct the vehicle alignment.

## Test Specifications—Self-Adhesive Products Test (Z6)

The following tasks are not listed in the order of priority. They are knowledge areas only.

# Z6

Content Area	Questions In Test	Percentage of Test
A. Product Storage	2	5%
B. Preparation	8	20%
C. Installation	23	58%
1. Wet Film Application	(12)	
2. Dry Film Application	(6)	
3. Trim Accessory Applications	(5)	
D. Repairs	5	13%
E. Product Maintenance and Care	2	5%
<b>Total</b>	<b>40</b>	<b>100%</b>

**\*Note:** There could be up to 10 additional questions that are included for statistical research purposes only. Your answers to these questions will not affect your test score, but since you do not know which ones they are, you should answer all questions in the test.

## Task List—Self-Adhesive Products Test (Z6)

This test is designed to test for knowledge of the skills necessary for competent installation of graphics and pinstriping, window tint, paint protection film and self-adhesive accessories. These include dash kits, sunroof deflectors, bug shields/hood deflectors, vehicle wraps, vent visors, porthole covers, body-side moldings, rocker panel moldings, claddings, vinyl door-edge molding, mirror covers, bed caps, wheel-lip moldings, fuel door covers, emblems and decals, pillar-post molding, rear window graphics, taillight bezels, headlight trim, door handle covers, rear cab visors, tailgate protectors, door sill plates, hood scoops, bumper covers and wheel flares.

### A. Product Storage

1. Utilize manufacturers' recommended storage techniques to protect new, open, and bulk adhesive products.
2. Determine product shelf life; rotate inventory.

### B. Preparation

1. Determine the customer's requirements.
2. Determine if the customer's request meets federal, state and local regulations.
3. Inspect the vehicle for product suitability and pre-existing conditions.
4. Determine vehicle year, make, model, body style, trim level, and/or configuration.
5. Select the appropriate product; inspect product.
6. Select the appropriate workplace environment for installation.
7. Select and assemble necessary tools and supplies.
8. Prepare vehicle for pre-fit.
9. Pre-fit product to vehicle; make any necessary fit adjustments and installation markings.
10. Prepare the vehicle surface for product installation.
11. Prepare the product for installation.

### C. Installation

#### 1. Wet Film Applications

1. Determine appropriate installation technique.
2. Determine correct application fluid(s).
3. Tack and/or hinge product for alignment as required; pre-fit and trim window film
4. Apply application fluid(s) to mounting surface.
5. Remove product backing and apply application fluid(s) to product.
6. Apply product to vehicle surface, check adhesion; correct imperfections and misalignments as required.
7. Remove pre-mask as required.
8. Conduct post-installation inspection; repair as necessary.
9. Trim and adhere edges as required.
10. Final inspect; clean and dry surface; complete documentation.

## Task List—Self-Adhesive Products Test (Z6), continued

### 2. Dry Film Applications

1. Determine appropriate installation technique.
2. Tack and/or hinge product for alignment as required.
3. Apply product to surface; check adhesion; correct for imperfections and misalignment as required.
4. Remove pre-mask as required.
5. Conduct post-installation inspection; repair as necessary.
6. Trim as required.
7. Final inspect; clean and dry surface; complete documentation,

### 3. Trim Accessory Applications

1. Determine appropriate installation technique.
2. Remove backing; apply product to vehicle surface.
3. Check for fit and alignment.
4. Apply appropriate pressure.
5. Final inspect; clean and dry surface; complete documentation.

## D. Repairs

1. Verify complaint.
2. Determine the cause of loose, missing or defective components.
3. Determine the cause of damaged components.
4. Identify poor adhesion; determine the cause.
5. Remove product using manufacturer's recommended procedures.
6. Clean and prepare vehicle surface for product replacement.
7. Repair and/or replace product.
8. Final inspect; clean and dry surface; complete documentation.

## E. Product Maintenance and Care

1. Understand requirements for proper maintenance.
2. Inform customer of post-installation requirements for maximum product performance and warranty coverage.

## Self-Adhesive Products Test (Z6)—Sample Questions

### Questions:

1. What is an acceptable temperature range for storage of a paint protection film (PPF) product?  
\*(A) 50°F to 90°F  
(B) 20°F to 110°F  
(C) 0°F to 100°F  
(D) -10°F to 110°F
2. An installer is cleaning a vehicle for an adhesive product installation. Of primary concern is that the vehicle surface is:  
(A) primed.  
(B) shiny and waxed.  
\*(C) clean and free of contamination  
(D) lightly sanded.
3. In the illustration shown below, the technician is:



- \*(A) applying hand pressure to adhere the product.  
(B) test fitting the item for proper fit.  
(C) pre-cleaning the application surface.  
(D) removing a defective piece.
4. Prior to preparing the installation surface, all of these should be done EXCEPT:  
(A) pre-fit the parts.  
(B) assemble all tools and supplies.  
\*(C) remove backing.  
(D) select the appropriate product.

# SEMA Installer Certification

The SEMA Installer Certification Program was written and developed by industry experts in cooperation with the National Institute for Automotive Service Excellence.

Installers, technical-support advisors, sales representatives and other industry professionals who pass the exams, and also meet the qualifying eligibility criteria, receive certification credentials from SEMA.

Credentials include a certificate suitable for framing, a wallet card and a uniform insignia identifying the wearer as a SEMA Certified Specialist. The credentials are valid for five years.



Developed in cooperation with  
the National Institute for  
Automotive Service Excellence

# Test Registration Sites

U.S. by State; Outside U.S. by city & country; Canada by Province

## ALABAMA

0056 Birmingham  
0076 Dothan  
8061 Gadsden  
0053 Huntsville  
8071 Mobile  
8042 Montgomery  
8265 Opelika

## ALASKA

0137 Anchorage  
8171 Barrow  
6100 Fairbanks  
0071 Juneau  
0070 Ketchikan  
0649 Kodiak  
5353 Palmer  
9025 Seward  
0069 Soldotna

## ARIZONA

8564 Bullhead City  
0086 Flagstaff  
0091 Glendale  
8151 Globe  
8526 Phoenix (Embassy Suites)  
8532 Phoenix (Gateway CC)  
0098 Prescott  
8094 Sierra Vista  
0088 Tempe  
8753 Thatcher  
6102 Tucson  
0099 Yuma

## ARKANSAS

6609 El Dorado  
8281 Forrest City  
7508 Fort Smith  
8503 Harrison  
9385 Little Rock  
8109 Marked Tree  
8021 Pocahontas  
8067 Springdale

## CALIFORNIA

0238 Alameda  
0108 Alhambra  
7103 Anaheim  
0168 Bakersfield  
7083 Bishop  
7146 Carmichael  
7073 Claremont  
7000 Clovis  
7169 Compton

7195 El Monte  
7093 Escondido  
9352 Eureka  
8168 Fremont  
9663 Glendale  
0803 Goleta  
0292 Imperial  
7181 Inglewood  
0233 Joshua Tree  
7418 La Habra  
7043 Lafayette  
0100 Lancaster  
7204 Loma Linda  
6097 Los Angeles  
0333 Merced  
0383 Mission Viejo  
7198 Mountain View  
7189 Newark  
0165 Oroville  
7155 Palm Springs  
7119 Pasadena  
8501 Pittsburg  
8244 Pleasant Hill  
0376 Reedley  
0192 Ridgecrest  
7114 Riverside  
0158 Sacramento (American River College)  
7314 Sacramento (Hiram W. Johnson High School)  
0280 Salinas  
7005 San Diego (San Diego High School)  
7007 San Diego (Southwest High School)  
0095 San Jose  
7004 San Luis Obispo  
7084 Santa Ana  
0422 Santa Rosa  
2094 Shasta Lake  
0249 Sonora  
7207 Spring Valley  
0436 Stockton  
9627 Torrance  
0123 Tulare  
0273 Ukiah  
7008 Ventura  
4296 Victorville  
7078 Walnut Creek  
7107 Woodland Hills

## COLORADO

7006 Colorado Springs  
7106 Craig  
7053 Denver

8991 Fort Collins  
9614 Frisco  
0518 Grand Junction  
8159 Lakewood  
8352 Montrose  
8542 Pueblo  
0520 Sterling  
0507 Westminster

## CONNECTICUT

7010 Danbury  
7329 Hartford (Connecticut Convention Center)  
9900 Hartford (Marriott Hartford)  
9882 North Haven  
8747 Southington  
7303 Stamford  
0576 West Haven

## DELAWARE

5858 Georgetown  
7067 Wilmington (St. Edmonds Academy)  
7160 Wilmington (Brandywine High School)

## DISTRICT OF COLUMBIA

7425 Washington

## FLORIDA

7079 Belleview  
7064 Bradenton  
7003 Cape Coral  
8004 Clearwater  
0769 Cocoa  
1899 Crestview  
0723 Daytona Beach  
2148 Fleming Island  
8005 Fort Myers  
0774 Fort Pierce  
0758 Gainesville  
8132 Hialeah  
7144 Hollywood  
7074 Homestead  
7851 Inverness  
0740 Jacksonville  
0747 Key West  
0732 Lakeland  
7452 Loxahatchee  
6002 Melbourne  
0770 Miami (Miami Dade College)  
5412 Miami (Coral Park High School)  
8262 Miami (D A Dorsey Adult)  
8077 Miami Lakes

8165 Naples  
2256 Orlando (Valencia Ent)  
7293 Orlando (Maynard Evans High School)  
8157 Orlando (Mid-Florida Tech Institute)  
8006 Panama City  
7054 Parkland  
0746 Pensacola  
8073 Port Charlotte  
8174 Saint Augustine  
8150 Saint Petersburg  
0779 Sanford  
7009 Sarasota  
8104 Tallahassee  
9623 Tampa  
8247 Tavares  
7852 Weston

## GEORGIA

8053 Acworth  
8007 Albany  
8081 Athens (Athens Technical College)  
9386 Athens (University of Georgia)  
8055 Atlanta  
0852 Augusta  
3344 Carrollton  
8251 Clarkston  
8127 Columbus  
7210 Conyers  
8456 Dublin  
8188 Macon  
8193 Marietta  
8008 Savannah  
8093 Valdosta  
8009 Warner Robins  
8149 Waycross

## HAWAII

0904 Hilo (University of Hawaii at Hilo)  
0911 Hilo (Hawaii CC - Manono)  
0902 Honolulu (University of HI - Manoa)  
0905 Honolulu (Honolulu CC)  
0909 Kahului  
8952 Kailua Kona  
0907 Lihue  
0908 Pearl City

## IDAHO

9600 Boise  
9000 Idaho Falls

## Test Registration Sites

8552 Lewiston  
7013 Pocatello  
0915 Twin Falls

### ILLINOIS

8853 Carbondale  
7065 Carlinsville  
8233 Carterville  
7785 Centralia  
7088 Champaign  
9856 Chicago  
0959 Chicago Heights  
9629 Crystal Lake  
1010 Danville  
1009 Decatur  
1035 East Peoria  
8760 Glendale Heights  
1005 Grayslake  
9845 Loves Park  
2342 Mattoon  
7164 Mount Vernon  
1042 Normal  
0059 Orland Park  
8089 Quincy  
8060 Red Bud  
7150 River Forest  
8954 Rolling Meadows  
9961 Skokie  
7456 Springfield  
1159 Sugar Grove

### INDIANA

7306 Bluffton  
8261 East Chicago  
8012 Evansville  
7015 Ft. Wayne  
8105 Gary  
1180 Indianapolis (Lawrence Central High School)  
1204 Indianapolis (La Quinta Inn)  
7213 Indianapolis (Lawrence North High School)  
7115 Jasper  
8111 Kokomo  
8133 Lafayette  
7161 Muncie  
9651 Shelbyville  
1225 South Bend (IN University - South Bend)  
8013 South Bend (Ivy Tech CC)  
8076 Terre Haute  
2257 Versailles  
0046 Vincennes

### IOWA

1272 Ankeny  
1307 Bettendorf  
1275 Cedar Rapids  
7309 Des Moines  
1365 Dubuque  
7016 Fort Dodge  
1269 Ottumwa  
1338 Sioux City  
1309 Waterloo  
1280 West Burlington

### KANSAS

9554 Beloit  
1396 Chanute  
8101 Dodge City  
8087 Goodland  
1387 Great Bend  
8201 Hays  
8273 Kansas City  
8182 Liberal  
1524 Overland Park  
1449 Pittsburg  
8062 Salina  
8014 Topeka  
1472 Wichita (Wichita State University)  
7628 Wichita (Tech College)

### KENTUCKY

8099 Bowling Green  
5857 Corbin  
8656 Covington  
8002 Elizabethtown  
8001 Lexington  
1495 Louisville (Jefferson CC - SW)  
1571 Louisville (Jefferson CC)  
8204 Middlesboro  
8993 Owensboro  
7017 Paducah  
8148 Paintsville

### LOUISIANA

1589 Alexandria  
1590 Baton Rouge  
5248 Bogalusa  
7018 Lafayette  
8134 Lake Charles  
7019 Monroe  
1577 New Orleans  
1613 Shreveport  
1580 Thibodaux

### MAINE

8135 Auburn  
7020 Bangor  
9001 Calais  
7138 Freeport  
1644 Portland  
8142 Presque Isle  
8017 South Portland

### MARYLAND

7564 Baltimore  
1700 Bel Air  
7259 Beltsville  
7521 Cambridge  
8146 Columbia  
1679 Cumberland  
8561 Germantown  
7175 Hagerstown  
1731 Largo  
8280 Prince Frederick  
8018 Salisbury  
8203 Severn  
8823 Sykesville  
9620 Timonium

### MASSACHUSETTS

8277 Andover  
1928 Boston  
8164 Canton  
7029 Chelmsford  
9697 Hyannis  
7037 Lexington  
8114 Marlborough  
7217 New Bedford  
1295 North Adams  
7127 Springfield  
8524 Taunton  
0121 Worcester

### MICHIGAN

1960 Alpena  
2067 Ann Arbor  
8708 Bellaire  
1994 Big Rapids  
8110 Caro  
8210 Clarkston  
2032 East Lansing  
7705 Eastpointe  
2071 Escanaba  
8156 Flint  
7229 Grand Rapids  
2014 Jackson  
2016 Kalamazoo  
2022 Livonia

7021 Marquette  
2017 Roscommon  
2040 Traverse City  
1966 University Center  
2054 Warren

### MINNESOTA

8136 Albert Lea  
8020 Brainerd  
8145 Brooklyn Park  
7837 Crookston  
8122 Eveleth  
8245 Minneapolis  
8022 North Mankato  
7526 Rochester (John Marshall High School)  
8023 Rochester (Community & Tech College)  
8057 Rosemount  
8024 Saint Cloud  
8025 White Bear Lake  
8117 Willmar

### MISSISSIPPI

2203 Gautier  
2232 Hattiesburg  
2177 Jackson  
8063 Mayhew  
2210 Meridian  
2244 Moorhead  
2198 Raymond  
2242 Summit  
4352 Tupelo

### MISSOURI

8521 Bolivar  
8183 Bonne Terre  
2366 Cape Girardeau  
8278 Chillicothe  
7022 Columbia  
8125 Hannibal  
8523 Houston  
2304 Joplin  
2341 Kansas City (Penn Valley CC)  
7125 Kansas City (Ruskin High School)  
7300 Kansas City (Park Hill South High School)  
8113 Linn  
7136 Poplar Bluff  
7187 Saint Charles (St. Charles W High School)  
8092 Saint Charles (Francis Howel N High School)  
8082 Saint Joseph

## Test Registration Sites

1209 Saint Louis (St. Louis CC)  
 2383 Saint Louis (University of MO - St Louis)  
 7299 Saint Louis (Gateway Inst of Technology)  
 5471 Sedalia  
 6015 Springfield (Lamplighter Inn)  
 7878 Springfield (Kickapoo High School)

### **MONTANA**

8027 Billings  
 7023 Bozeman  
 6352 Butte  
 2414 Glendive  
 7960 Great Falls  
 2424 Havre  
 8115 Helena  
 8116 Kalispell  
 2412 Miles City  
 8028 Missoula  
 7129 Wolf Point

### **NEBRASKA**

7989 Grand Island  
 4787 Lincoln  
 4789 Milford  
 2476 Norfolk  
 7451 North Platte  
 7706 Omaha  
 2478 Scottsbluff  
 7915 Valentine

### **NEVADA**

2495 Carson City  
 2493 Elko  
 8173 Ely  
 2496 Las Vegas  
 6010 Reno

### **NEW HAMPSHIRE**

7025 Berlin  
 0271 Manchester  
 6900 Nashua  
 2518 Plymouth

### **NEW JERSEY**

9563 Bridgeton  
 7069 Bridgewater  
 8139 Cape May Court House  
 7854 Elizabeth  
 7156 Hamilton Township  
 8652 Iselin  
 2553 Lincroft

7416 Mahwah  
 7132 Manasquan  
 8207 Middletown  
 8260 Mount Holly  
 7028 Newton  
 7159 Saddle Brook  
 8184 Scotch Plains  
 8221 Sewell  
 7302 Toms River

### **NEW MEXICO**

8279 Alamogordo  
 2259 Albuquerque (SW Learning Center)  
 6621 Albuquerque (La Cueva High School)  
 2631 Clovis  
 2637 Farmington  
 2655 Gallup  
 2643 Hobbs  
 2651 Las Cruces  
 8412 Santa Fe  
 8686 Silver City

### **NEW YORK**

9524 Binghamton  
 8425 Brooklyn  
 2912 Canton  
 9166 Cheektowaga  
 7104 Corning  
 8059 Dix Hills  
 7304 East Amherst  
 2715 Hudson  
 7128 Huntington  
 8029 Oakdale  
 2731 Poughkeepsie (Dutchess CC)  
 7162 Poughkeepsie (Poughkeepsie High School)  
 8126 Riverhead  
 2886 Rochester (St. John Fisher College)  
 8512 Rochester (Holiday Inn Airport)  
 7206 Saranac Lake  
 7031 Schenectady  
 2847 Syracuse  
 2973 Utica  
 2990 Valhalla  
 8031 Wellsville  
 7704 Westbury  
 7589 Whitestone  
 2740 Williamsville

### **NORTH CAROLINA**

3147 Asheboro  
 6630 Candler  
 9923 Charlotte  
 3098 Fayetteville (Fayetteville State University)  
 3181 Fayetteville (Tech CC)  
 9650 Flat Rock  
 3171 Goldsboro  
 9633 Greensboro  
 3141 Greenville (Pitt Community College)  
 4450 Greenville (East Carolina University)  
 3079 Hickory  
 3083 Jacksonville  
 5134 Jamestown  
 7205 Kill Devil Hills  
 1210 Mooresville  
 2871 Murphy  
 3023 Raleigh (St Augustine's College)  
 9636 Raleigh (NC State Fair Grounds)  
 7400 Salisbury  
 9615 Wilmington  
 8056 Winston-Salem

### **NORTH DAKOTA**

3196 Bismarck  
 3198 Devils Lake  
 3202 Fargo  
 7036 Grand Forks  
 7094 Minot  
 3216 Valley City  
 3206 Wahpeton  
 3219 Williston

### **OHIO**

7392 Akron  
 8083 Bloomingdale  
 8120 Chillicothe  
 7178 Cincinnati (Western Hills High School)  
 9605 Cincinnati (Workforce Development Center)  
 8107 Clayton  
 6620 Cleveland (Airport Marriott)  
 8999 Cleveland (Ohio Technical College)  
 3242 Columbus  
 4284 Dublin  
 8241 Euclid  
 8559 Georgetown

3512 Lima (University of Northwest Ohio)  
 7312 Lima (Bath High School)  
 7085 Mansfield  
 8050 Massillon  
 9985 Miamisburg  
 8200 Milan  
 3345 North Canton  
 3323 Northwood  
 8088 Oberlin  
 8102 Saint Clairsville  
 8098 Tiffin  
 7081 Toledo  
 7038 Warren  
 3305 Zanesville

### **OKLAHOMA**

8206 Ardmore  
 8074 Bartlesville  
 6610 Enid  
 8033 Lawton  
 3442 Norman  
 8051 Oklahoma City  
 3452 Okmulgee  
 8246 Stillwater  
 8034 Tulsa

### **OREGON**

7077 Albany  
 3457 Bend  
 3495 Coos Bay  
 3498 Eugene  
 3484 Klamath Falls  
 7040 Medford  
 3465 Oregon City  
 7041 Portland  
 3502 Roseburg  
 3493 Salem  
 7142 The Dalles

### **PENNSYLVANIA**

7042 Allentown  
 6512 Allison Park  
 8035 Altoona  
 2425 Bartonsville  
 3645 Bethlehem  
 8119 Blairsville  
 7845 Cranberry Township  
 3576 Erie  
 8541 Exton  
 8211 Fairless Hills  
 8137 Frackville  
 8049 Harrisburg  
 8036 Jamison  
 2546 Johnstown

## Test Registration Sites

8199 Leesport  
 8202 Limerick  
 3543 Media  
 7044 Oil City  
 8190 Philadelphia  
 0107 Pittsburgh  
 7045 Scranton  
 7046 Selinsgrove  
 7225 Sharon  
 7230 State College  
 8052 Warren  
 3757 Williamsport  
 8267 York

### RHODE ISLAND

7224 Providence  
 3811 Warwick

### SOUTH CAROLINA

3831 Charleston  
 7180 Columbia  
 8064 Conway  
 5684 Duncan  
 3857 Florence  
 3827 Greenville  
 8070 Greenwood  
 7902 Ridgeland  
 3877 Sumter  
 3851 West Columbia

### SOUTH DAKOTA

7443 Pierre  
 7048 Rapid City  
 7049 Sioux Falls  
 8058 Watertown

### TENNESSEE

7050 Bristol  
 1203 Chattanooga  
 1208 Cordova  
 4037 Gallatin  
 8143 Jackson  
 7052 Knoxville (Farragut High School)  
 7201 Knoxville (Bearden High School)  
 8078 Mc Minnville  
 8124 Memphis  
 9632 Murfreesboro  
 3946 Nashville (Belmont University)  
 8097 Nashville (Auto Diesel College)  
 8185 Newbern

### TEXAS

4130 Abilene  
 9908 Amarillo  
 0267 Arlington  
 4104 Austin (Huston-Tillotson University)  
 7055 Austin (John H Reagan High School)  
 7415 Austin (Austin CC Dist)  
 7086 Bryan  
 7182 Carrollton  
 4082 Corpus Christi  
 4768 Dallas  
 4090 El Paso (El Paso CC)  
 8040 El Paso (Western Tech College)  
 7117 Farmers Branch  
 0134 Fort Worth  
 9021 Grand Prairie  
 2019 Houston (Spring Branch Ed College)  
 4236 Houston (University of Houston Main)  
 7089 Houston (Eisenhower High School)  
 7834 Houston (Houston CC NE)  
 8128 Houston (Universl Tech Inst)  
 9619 Katy  
 7075 Keller  
 4081 Killeen  
 4067 Lake Jackson  
 1206 Laredo  
 4169 Lubbock  
 4057 Lufkin  
 5352 McAllen  
 7116 Mesquite  
 4127 Midland  
 7058 Odessa  
 4167 Pasadena  
 7087 Pearland  
 4209 Plano  
 6551 Port Arthur  
 7039 San Angelo  
 4158 San Antonio (St Mary's University)  
 7070 San Antonio (GW Brackenridge High School)  
 4194 Texarkana  
 7071 Tyler  
 4244 Victoria  
 7222 Vidor  
 8041 Waco  
 9611 Wichita Falls

### UTAH

4282 Ogden  
 4278 Orem  
 4268 Price  
 8140 Richfield  
 8155 Roosevelt  
 4272 Saint George  
 8421 Sandy

### VERMONT

7059 Brattleboro  
 8054 Saint Johnsbury  
 8742 South Burlington  
 8144 White River Junction

### VIRGINIA

7060 Arlington  
 7701 Chantilly  
 7061 Charlottesville  
 1341 Danville  
 7090 Fredericksburg  
 8214 Goochland  
 4358 Hampton  
 8123 Harrisonburg  
 8066 Leesburg  
 4354 Lynchburg  
 7109 Manassas  
 7248 Mc Lean  
 5641 Mechanicsville  
 7062 Norfolk  
 4401 Richlands  
 7124 Richmond  
 4353 Roanoke  
 5875 Salem

### WASHINGTON

4460 Aberdeen  
 4461 Auburn  
 0090 Bellingham  
 7212 Bremerton  
 0080 East Wenatchee  
 4456 Everett  
 8266 Kennewick  
 9613 Longview  
 7202 Mill Creek  
 8994 Moses Lake  
 8161 Olympia  
 4472 Port Angeles  
 4484 Seattle  
 4477 Spokane (Spokane Falls CC)  
 4481 Spokane (Spokane CC)  
 7158 Tacoma (Washington High School)  
 7313 Tacoma (Tacoma CC)

4487 Walla Walla  
 4496 Yakima

### WEST VIRGINIA

7542 Beckley  
 8075 Charleston  
 2328 Fairmont  
 4542 Parkersburg  
 7190 Princeton

### WISCONSIN

4556 Appleton  
 4651 Cleveland  
 4581 Eau Claire  
 4639 Fennimore  
 8095 Fond Du Lac  
 4585 Green Bay  
 4573 La Crosse  
 7066 Madison  
 7068 Milwaukee  
 9895 Racine  
 7754 Rhinelander  
 4680 Stevens Point  
 8046 Superior  
 4663 Wausau

### WYOMING

4998 Casper  
 5003 Cheyenne  
 8172 Gillette  
 8047 Laramie  
 7859 Rawlins  
 4999 Riverton  
 5005 Rock Springs  
 5002 Sheridan

### CANADA

8249 Calgary AB  
 8253 Edmonton AB  
 8248 Burnaby BC  
 9660 Kelowna BC  
 8177 Nanaimo BC  
 8257 Moncton NB  
 8258 Saint Johns NL  
 7220 Digby NS  
 8250 Halifax NS  
 5236 Kingston ON  
 5251 London ON  
 8271 Sudbury ON  
 9601 Toronto ON  
 8282 Windsor ON  
 8272 Charlottetown PE  
 8270 Montreal QC  
 8701 Quebec QC

# Test Registration Sites

## OUTSIDE THE UNITED STATES

- 8572 Pago Pago AS
- 2211 Marshall Islands APO, AP
- 8285 Nassau BS
- 8419 Paget BM
- 8989 Mangilao GU
- 8242 Hato Rey PR
- 8085 Kingshill VI

## Registration Form and General Information

### Important Registration Information

**Registration:** It is important to register early. Test centers are assigned on a first-come, first-served basis. If the test center you request is full, you will be assigned to an alternate location.

To register, mail or fax the completed registration form and payment (U.S. funds only) to SEMA, P.O. Box 4910, Diamond Bar, CA 91765; fax: 396-5440. **Your registration form, test fee(s) and registration fee must be received by SEMA no later than Wednesday, April 7, 2010. Registration forms not accompanied by payment in full will not be processed.**

**Foreign Language Aids:** All SEMA tests are offered in English only. Candidates not fluent in English may bring a foreign-language dictionary to the test center for use as reference. Spanish-speaking candidates may also bring the "ASE English-Spanish Glossary of Words and Phrases" to the test center for use as reference. No other language aids will be permitted.

All foreign-language aids are subject to inspection on-site. The decision to permit their use during the test administration is solely at the discretion of the proctor.

**Admission Tickets:** No later than two weeks prior to the test date, you will receive an admission ticket showing the test for which you are registered and the location at which the test will be given. Keep the admission ticket in a secure location. You will be required to show your admission ticket and photo identification at the test center. If you do not receive your admission ticket two weeks prior to the test date, or if there is an error, call SEMA, 909/396/0289, ext. 158.

**Refunds:** Registration fees are nonrefundable. Refunds for test fees will be made upon written request only, if you have registered for the test and are absent. Once you open a test book, you are considered to be present and are not eligible for a refund. Test fee refunds are made only to the party who paid—either you or your employer.

To request a refund, write to SEMA at the address above. Refund requests must be received by June 30, 2010. SEMA will make a reasonable effort to accommodate your request. Requests received after June 30 will not be accepted. Refunds will be processed as they are received. Test fees for missed test(s) cannot be applied to future tests. Candidates must submit a new registration form and appropriate fees to register for the next test administration.

**Notice of Test Results:** Approximately 10 weeks after the test date, you will receive a score report from SEMA. All test results are confidential. Test results cannot be released over the phone nor given to anyone without your written permission..

### Registration Deadline: Wednesday, April 7, 2010

*SEMA reserves the right to cancel any test score, bar participation in the Installer Certification Program, or revoke certification if the association has any reason to question the validity of a test score, suspects misconduct at the Test Center, or suspects the reporting of fraudulent information on the registration form.*

### Work Experience Requirement

SEMA requires that you have two or more years of full-time, hands-on technical work experience in the specialty automotive industry. If you have worked in the industry for less than two years, you may receive credit for work experience if you have worked in the industry for one year and have completed at least two years of formal training at an accredited public or private trade school, technical institute, community or four-year college.

To have your training considered as a substitute for work experience, you must submit an official transcript of courses or a statement of training along with your registration form. SEMA reserves the right to evaluate all requests for substitution of training for experience and to grant such credit as may be appropriate.

### Americans With Disabilities Act (ADA)—Testing Arrangements

Candidates who have been professionally diagnosed with a physical or mental impairment as defined by the Americans with Disabilities Act (ADA), may receive assistance when taking the test. To request special arrangements at the test center, you must follow the steps below:

- Provide documentation of your disability from a qualified professional whose credentials are appropriate to the disability (e.g., physician for physical disability, learning disability specialist or psychologist for learning disability). Documentation must be submitted along with your completed registration form and appropriate fees. The letter must state the nature of your disability.

## Work Experience Requirement, continued

- Documentation should also include specific details of the type of assistance you will need (e.g., wheelchair access, large-type test booklet, sign language interpreter for instructions, etc.)
- The request must be received by SEMA no later than April 7, 2010. SEMA will make a reasonable effort to accommodate your request. Requests received after April 7, 2010 will not be processed.

### **Notice to Organizations Using the SEMA Installer Certification Tests**

The Specialty Equipment Market Association (SEMA) has developed these certification tests expressly for use in the context of voluntary certification of accessory installers and technicians, and all future revisions and refinements will be made in that context. SEMA expressly disclaims any responsibility for the actions of organizations or entities which decide to use SEMA Installer Certification exams in any context other than the program's voluntary certification of accessory installers and technicians.







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Diamond Bar, CA 91765 USA  
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Fax: 909/860-0184  
[www.sema.org](http://www.sema.org)  
[www.sema.org/certification](http://www.sema.org/certification)