



**The Center for Energy Efficiency and Building Science  
(CEEBS)**  
**Erie Community College**  
 City Campus; 121 Ellicott Street, Buffalo, NY 14203  
**Envelope Professional July 2010**  
**Instructor: Jake Daniels**  
**Training Location: City Campus, Room 143**  
 45 Oak Street, Buffalo, NY 14203

**Classroom Dates:** 7/19, 7/20 (9am-3:30pm)  
**Field Dates:** 7/21, 7/22 (9am-3:30pm)  
 7/23 (9am-3:30pm)  
**BPI Test Date:** TBA  
**Course registration & payment due:** 7/12  
**Test registration & payment due:** TBA

Name: \_\_\_\_\_  
 Mailing Address: \_\_\_\_\_  
 City, State, ZIP: \_\_\_\_\_  
 Telephone: (Home): \_\_\_\_\_ (Work): \_\_\_\_\_ (Mobile): \_\_\_\_\_  
 Contact Email Address: \_\_\_\_\_

**Social Security Number (Required):**

I authorize payment and the release of all information to one or more of the following organizations involved in this training program: *New York State Energy Research and Development Authority (NYSERDA), Center for Energy Efficiency and Building Science (CEEBS), Long Island Power Authority (LIPA), United States Department of Labor (USDOL), Conservation Services Group (CSG), Building Performance Institute (BPI), Susan Dee Associates, TRC Energy Services.* I understand I may be contacted regarding future employment status due to *United States Department of Labor (USDOL)* requirements:  
**Signature of above named person, or if under 18 years of age, parent or guardian (Required):**  
 \_\_\_\_\_

The following information is **required**. It is used for reimbursement (if any) and program quality assurance:

**Date of Birth:** \_\_\_\_\_ **OR CHECK ONE** Under 18 Years of age \_\_\_ 18 or older \_\_\_ **(If under 18, skip to Payment)**  
**Employment Status:** Employed \_\_\_ Employed but received termination notice/military separation \_\_\_  
 Not employed/not in military \_\_\_ Accepted position for future start date \_\_\_ **NOTE START DATE:** \_\_\_\_\_  
**If Employed/Accepted position: Company Name:** \_\_\_\_\_  
**Company Address, City, State, ZIP:** \_\_\_\_\_

**Payment:** Registration and/or payment will not be accepted after due date. Space not guaranteed due to class size limits.

- Check if registering for course. **Cost:** \$1125.00 **Due:** 7/12
- Check to register for written/online BPI test. **Additional Cost:** \$200.00 **Due:** TBA

**Company Federal Tax ID Number:**

**The check for reimbursement (if seeking and available) should be sent to:** Student \_\_\_ Company \_\_\_ **(NOTE ID # above)**  
**Where should the check be sent? Address:** \_\_\_\_\_  
**City, State, ZIP:** \_\_\_\_\_  
**Form:** MasterCard \_\_\_ Visa \_\_\_ Check \_\_\_ Purchase Order/Other \_\_\_  
**Credit Card/PO #:** \_\_\_\_\_ **Expiration Date:** \_\_\_\_\_  
**Name on card/Detail for PO/Other:** \_\_\_\_\_

**Demographic information is requested.** It is confidential and will only be used for program related activities:

**Last Grade/Degree Completed:** \_\_\_\_\_ **Veteran Status:** \_\_\_\_\_  
**Gender:** Female \_\_\_ Male \_\_\_ **Disability Status:** Disabled \_\_\_ Not Disabled \_\_\_ **Ethnicity:** Check if Hispanic or Latino \_\_\_  
**Race:** (Please check only one): American Indian/Alaska Native \_\_\_ Asian \_\_\_ Black/African American \_\_\_  
 Native Hawaiian/Other Pacific Islander \_\_\_ White \_\_\_ More than one race \_\_\_  
**Marital Status:** Single \_\_\_ Married \_\_\_ Divorced \_\_\_ Widowed \_\_\_ Separated \_\_\_ Common Law \_\_\_  
**How did you hear about this training?** \_\_\_\_\_

**The Center for Energy Efficiency and Building Science (CEEBS)**  
**Envelope Professional Course Description**

Using a “whole house” performance-based approach, this training will cover advanced building envelope diagnostic, evaluation, and repair skills to help you prepare for the Building Performance Institute’s Envelope Professional on-line and field exams. Training will include review of some Building Analyst topics, but is not a BA preparatory course.

**Prerequisites:**

Building Analyst training or BPI Building Analyst Certification.

**Schedule:**

The Envelope Professional Course consists of 12 hours of classroom instruction and 18 hours of field training for a total of 30 instructional hours. (flexible schedules offered)

**Training Topics:**

- Health & Safety
- Building System Relationships
- Indoor Moisture Sources & Solutions
- Psychrometric Chart & Sling Psychrometer
- Visual Inspection
- Thermal & Pressure Boundary Evaluation
- Identifying & Inspection Critical Shell Transitions
- Advanced Blower Door Applications
- Air Sealing & Dense-Pack Insulation Techniques
- Prioritizing Work
- Duct Diagnostics
- Duct Sealing
- Insulation Techniques & Applications
- Window & Door Inspections
- Building Airflow Standard
- Ventilation Systems Options
- Work Scope

**Reimbursement Information:**

NYSERDA reimburses 75%-100% of the fee upon completion of the course to qualified students in the New York System Benefits Charge utility territories. Your level of reimbursement is dependant upon the location in which you perform work under the New York Energy\$mart™ programs. This incentive is being offered by NYSERDA for a limited time. You must complete the entire course to receive Proof of Participation and reimbursement. ***Reimbursement is subject to change at NYSERDA’s discretion.***

**BPI Testing Information:**

Following completion of this course, participants will be eligible to take the BPI written/online exam. The cost of the test is not included in the instruction fee. This written/online exam satisfies the first component of the BPI certification requirements. Candidates must also pass a performance exam before receiving certification. Please visit [www.bpi.org](http://www.bpi.org) for more information on BPI certification, or call BPI at (877) 274-1274.