



# ONTARIO ASSOCIATION OF HOME INSPECTORS

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## ONTARIO BUILDING CODE PART 9 COURSES COURSE REGISTRATION

### COURSE DESCRIPTIONS AND REQUIREMENTS

The Ontario Building Code (OBC) Part 9 Courses (The House-Health and Safety, The House-Building Envelope) are Ontario Ministry of Municipal Affairs and Housing (MMAH) courses. MMAH Certificates will be issued by the Ministry to students who successfully complete a Part 9 course. A passing grade of 70% is required. These are two of the mandatory baseline accreditation courses required to become a Registered Home Inspector (RHI) in Ontario. These are 5-day courses condensed into 4 days, (2 weekends, Saturdays and Sundays). Full attendance on all days is required in order to achieve optimum results.

The Part 9 courses are designed for persons having a basic knowledge of construction terminology. The course format is to establish a common level of familiarity with housing governed under the scope of Part 9. The format of building code courses is to work in groups. You will utilize your past experience, share the experience of the other course participants and share the experience of the course facilitator. The two courses offered are:

**Part 9 The House - Health and Safety:** The course is based on the plan examination and inspection of health & safety related aspects of the house. It includes an introduction to the Ontario Building Code, The House • General; Fire Safety & Protection; Chimneys; Fireplaces; Inserts & Solid-fuel- burning Appliances; Stairs; Guards; Insulation; Health & Comfort Requirements; Party Walls; Final Interior inspection; Final Exterior Inspection.

**Part 9 The House - Building Envelope:** The course provides participants with an introduction to the objective-based format of the 2006 Code. The course deals with the essentials of difficulties confronting building inspectors, reading of plans, including site plans, processing applications for building permits, construction terminology and use of checklists, construction of foundations, floors on ground and reinforced concrete slabs, roofs and ceilings, floors and walls including brick veneer.

**Requirements:** **Planned be advised that the Ministry of Municipal Affairs and Housing will now be offering the OBC Part 9 courses using the 2006 Building Code Compendium.** You have the option to purchase the binder format or paperback format which MUST be brought to class with a calculator. The publisher is the Queen's Printer of Ontario. They can be purchased through Orderline, 435 Homer Ave., Unit #2, Toronto (416-369-9005 or 1-888-361-0003 or www.orderline.com) or Publications Ontario, 777 Bay St, Toronto (1-800-668-9938). Orderline offers package deals for these books and more. Also, bringing a highlighter pen and Post-It notes would be beneficial.

**Exam:** There will be a 2.5 hour exam, in class, on the last day of the course. The exam will consist of 50 multiple choice questions. Each question is worth two marks - 1 mark for the correct answer and 1 mark for the correct code reference. The pass standard for all examinations is 70% in order to receive the MMAH Certificate. If you do not write the exam you do not pass the course.

Those students scoring less than 40% will not be allowed to rewrite the exam for that course, without taking the course again. Those eligible to just rewrite the exam must achieve at least 40% and have attended at least 75% of the course classes. You are allowed only 1 (one) rewrite exam and the rewrite exam must be written within 1 (one) year of having completed the course. If a student fails the rewrite exam, they must take the course again and pass in order to be granted the MMAH certificate. The re-write exam fee is \$33.90 (\$30.00 + \$3.90 HST).

**YOU DO NOT HAVE TO BE A MEMBER OF OAH IN ORDER TO TAKE THIS COURSE.** However, you may want to inquire about "Student" membership status in order to pay the 'member rate' for courses, and acquire all the other benefits of membership. A membership information package is available through the OAH office. The order form is on the OAH web site.

Please Note: The weekend Part 9 courses are long days and very intense. If you do not have a strong technical background in the housing sciences or had previous exposure to the building code, it is not recommended that you take the Part 9 courses on weekends; there are less intense deliveries available through the OBOA or the community colleges.

### HOW TO REGISTER

We recommend that you register for these courses months in advance since they fill up quickly.

**FOR ALL REGISTRANTS:** For all persons who register for these courses, class selection is conducted on a "first come, first serve" basis. There is a maximum of 30 students per class. The first 30 Registration Forms (for each class) received with payment by the OAH office will be recorded on the Class List. Post-dated cheques are not accepted. If the class you chose is full, you will be notified that your name has been placed, in the order it was received, on the Class Waiting List and on the Class List for the next scheduled class. If, while on the Class Waiting List, a space does become available for you in the class you chose, you will be notified. Otherwise, your registration will automatically be transferred to the next scheduled course date. Your course registration payment will not be processed until you get into a class. Further notification will be provided as needed.

**Reserve your space by completing and signing the Registration Form, then fax or mail the completed form with payment to the OAH office** (see OAH contact coordinates above or at the bottom of the page on the Registration Form). Your name will then be recorded on the Class List in the order it was received. You will be notified thereafter as to confirmation of your registration. Receipts and results will be issued after completion of the course and can take at least four weeks.

**Credit Card Payments:** If paying by credit card, fill out all the required credit card information in the Payment Type section of the Registration Form.

**Cheque Payments:** All cheques should be submitted with the Registration Form and made payable to the Ontario Association of Home Inspectors. If you are registering for more than one course, please issue separate cheques for each course, on account of the likelihood that your payments may be processed on different dates.

### WALK-INS

Unless you have received notification from the OAH office that you are registered for a course, please do not show up on the first day of class expecting to attend. All "walk-ins" will be declined entry with no exceptions. You are not registered for a course if you have been placed on a class waiting list.

### CANCELLATION/REFUND POLICY

- Cancellation made by a Registrant at least 7 days prior to the course delivery date may only be transferred one time to the same course at no extra cost, or receive a refund of course fees less an \$84.75 (\$75.00 + \$9.75 HST) administration fee.
- Cancellation made by a Registrant between 2 to 7 days prior to the course delivery date will be subject to a penalty of 50% of the cost of the course.
- Cancellation made by a Registrant within 48 hours of the course delivery date will not be refunded

**Confirmation of your registration and class placement will be sent to you by email. Please acknowledge receipt of the confirmation by return email.**

### COURSE FEES

The course fees cover tuition and printed materials. Any accommodations or meals are to be arranged on your own.

See Part 9 Registration Form on next page...

