

ISS – HOME INSPECTOR TRAINING PROGRAM

SYLLABUS: ISS999 – ISS –Home Inspector Training Program

INSTRUCTIONAL GOALS

This program is designed with a series of courses that will assist participants in combining essential technical home inspection theory with the everyday understanding of the home inspection and reporting process. The courses are specifically targeted at the major areas of study (system and various components) that provides the necessary knowledge of the house as a system. It will also emphasize the vital importance of the inspection standards, inspection protocol, occupational health and safety, use of home inspection tools, and the onsite home inspection process, and significance of conveying home inspection information to clients in a precise and professional manner.

This web-based blended home inspector training program allows the participant to participate at your own pace on your computer. The course offerings also cover all parts of the home inspection process including ethics, legal and reporting obligations. In addition, the webinar-based “direct instruction” sessions allows face-to-face interaction with the instructor. This provides the participants the opportunity to learn, review case studies and gain knowledge for home inspections, as well as get feedback or provide a review of the course materials from the instructor.

This program of study meets and exceeds the academic education requirements National Certification Program requirements offering 480 hours of home inspection education. The **prerequisite to the program** is ISS100 - Intro to Home Inspection. (This course provides a broad overview of a career in home inspections. While knowledge of residential construction is helpful, it is not essential.)

COURSES INCLUDE: (Course hours noted in brackets – weekly breakdown provided in each Course Outline)

- ISS100 – Introduction to Home Inspections (40 hours)
- ISS101 – Plumbing for Home Inspectors (80 hours)
- ISS102 – Electrical for Home Inspectors (80 hours)
- ISS103 – HVAC (Heating, Ventilation & Air Conditioning for Home Inspectors (80 hours)
- ISS104 – Structures for Home Inspectors (Canadian Wood Frame Construction Systems (80 hours)
- ISS105 – Building Science for Home Inspectors (Dynamics of the Building Envelope (80 hours)
- ISS106 – Ethics & Reporting (40 hours)

NOTE: 170 hours of interactive course delivery (Direct Instruction) is provided through the 480 hours length of this program. Each individual course outline provides the number of hours for that particular course. Typically 40-hour courses contain 15 hours of “direct instruction”, while the 80-hour courses contain 28 hours.

Delivery - “Web-based blended” also referred to as hybrid learning is a combination of learning modalities involving face-to-face instruction and Web-based learning delivery, and is carefully designed using a customized instructional strategy that leverages the strengths of each. (**Refer to “Note” above regarding course hours**)

“Direct instruction” means in person, face to face (including live webinar) where the approved educational program provider imparts knowledge; teaching and education to the applicant through a model of explicit, carefully sequenced, and in person delivery of curriculum related to the *subject areas* to applicants directly. Direct implies two-way interaction between the instructor and applicant. (Source: Consumer Protection BC Policy – Home Inspector Educational Program Approval)

PROGRAM CONTENT

- Web-based online component – Main course technical content (plumbing, electrical, hvac, structural, building science) along with Skype/webinar based interactive sessions with the instructor(s)
- Standards of Practice

ISS – HOME INSPECTOR TRAINING PROGRAM

- Technical knowledge and identification of residential building systems
- Code of Ethics
- Home Inspection Agreements (Scope of Work)
- Case Studies (Direct instruction)
- Defect Recognition (Sample defect photos of various systems and building systems)
- Contract Law (Home inspection related case studies)
- Report Writing
- Report Systems and sample report pages
- Mock and Practice Inspections (Activities and projects with feedback)
- Photos, illustrations and interactive graphic images
- Topical Webinars, discussions & web based interactivity (Direct Instruction – see course schedules)

NEEDS AND RESOURCES

Required Background

To successfully complete this program, it is recommended that participants complete ISS100 – Fundamentals (Intro to Home Inspection) that provides an overview. The other courses are more in-depth along with the other detailed technical content that includes ISS101 through ISS105. ISS106 focuses on communication, ethics and reporting. Each course provides the solid academic and technical oriented background knowledge for conducting home inspections that have been mapped to the industry National Occupational Standards.

It is assumed that the participant knows and understands:

- How to use a computer
- How to use a web browser to connect to the course site
- How to send and respond to email messages
- How to use Skype or FaceTime and/or access webinar based interactive sessions
- The ability to communicate in English
- The physical demands required to perform a home inspection

Materials Provided

- Online course notes through our web-based Program Resource Centre
- Sample home inspection report pages

Additional Print Resources (Optional)

- ASHI (American Society of Home Inspectors) Standards of Practice
- ASHI Code of Ethics

Online Resources

- Online course notes
- Chats, Discussions, Skype/Webinars

COURSE SCHEDULE

Online courses blended with webinars permits some freedom for participation in a course. However, one of the downfalls can be the participant's lack of commitment to maintain a schedule to complete a course. Thus we provide a schedule for each and every (course outline) Syllabus to help participants stay on track. Typically a 40-hour course is scheduled to be completed in 10 weeks. This is a commitment of approximately 4 hours per week. Similarly the 80-hour courses can be easily completed in 14 weeks. That is a commitment of less than 6 hours per

ISS – HOME INSPECTOR TRAINING PROGRAM

week. Likewise participants must adhere to mandatory “**direct instruction**” sessions in order to advance through the program of study, as well as maintain compliance for recognition with Home Inspector Licensing Regulations for British Columbia.

“**Direct instruction**” – Instructor led interactive webinars are scheduled with your instructor. Typically this requires dedicated time and mandatory participation for each course. Additionally, completion of the exams must also be scheduled in advance, but typically before the last 2 weeks of the course completion deadline.

POLICIES AND PROCEDURES

General Rules:

It is expected that the individual participant must perform all work. Any participant having an academic concern or questioning an academic decision should first discuss the matter directly with their course instructor. If the issue is not resolved, then address the concern with the ISS Program Coordinator. The ISS Program Coordinator's decision is final. Further information may be found on the Inspection Support Services webpage under a link to ISS Education Policy. A copy is also available on the ISS – Home Inspector Training Program web page.

Course access - <http://108.175.10.18>

Grading: (varies depending on the course)

Typically participants will be evaluated as follows: (Activity & Assessment Percentage)

- Webinar (active participation)
- Assignments
- Inspection Reports /Projects
- Final Test Inspection Exam

Supplemental evaluations/make-up exams are not available in this program, unless extraordinary, documentable circumstances have prevented a participant from participating in scheduled course activities such as with document such as a doctor’s note. All applications for a supplemental must be made to the course instructor.

Grading Scale:

A passing grade in this course is a minimum of 70%. Note that some inspection associations and/or provincial regulations for licensing home inspectors require 80% as their minimum acceptable pass grade.

ADDITIONAL INFORMATION

The course exams must be completed on the scheduled course completion date. Textbooks and reference documents are typically built-into the courses, or available for access from our online Resource Centre. Additional reference texts may be purchased, but are typically not mandatory.

The information contained in the courses and this program outline represents what is considered to be the most current and the best understanding of the subject at the time of the delivery of the program. Nevertheless, it is to be expected that new research may supersede and change some aspects of the current materials. Neither ISS, nor the consultants can be held responsible for the costs or consequences of any claims or actions in contract or in negligence arising from applying any of the information.

The ISS Home Inspector Training Education Program has endeavoured to take every reasonable step to inform the participants of the risks associated with exposure to the process of conducting a home inspection of building structures. Safety is always a real concern. Recommendations have been made to minimize the risks. But neither ISS, nor the instructors will be responsible for any health or physical condition experienced by the participant or

ISS – HOME INSPECTOR TRAINING PROGRAM

damage that may be associated with exposure to dwellings visited by the participant in his/her application of the information from this training program. The participant shall assume full responsibility for any risks attendant to him or herself, related to inspecting houses. Neither ISS nor the instructors will be held responsible for the consequences (financial costs, property damage, health risks, etc.) suffered by the occupants of dwellings that were evaluated and as a result of actions based on the recommendations.

BREAKDOWN OF HOURS PER SUBJECT AREA (Consumer Protection BC)

INSPECTION SUPPORT SERVICES INC. ISS - ISS - Home Inspector Training (Program)					
ITEM	4.1(4) SUBJECT AREAS MAPPING	COURSE CODE	COURSE HRS	SUBJECT HRS	DIRECT Instruction
a	Roofing	ISS100, 104, 105	40 + 80 + 80	6	3
b	Flashing	ISS104	80	2	1
c	Chimneys	ISS100, 103, 104	40 + 80 + 80	4	2
d	Exterior System	ISS100, 104, 105	40 + 80 + 80	32	24
e	Structural System	ISS100, 104	40 + 80	40	28
f	Electrical System	ISS100, 102	40 + 80	84	28
g	Heating and Cooling Systems	ISS100, 103	40 + 80	84	28
h	Insulation and Ventilation Systems	ISS103, 104, 105	80 + 80 + 80	12	6
i	Plumbing Systems	ISS100, 101	40 + 80	84	28
j	Interior System	ISS100, 104, 105	40 + 80 + 80	16	7
					155

	ISS - Home Inspector Training (Program)	COURSE CODE	COURSE HRS		DIRECT Instruction
100	Intro To Home Inspection	ISS100	40		15
101	Plumbing	ISS101	80		28
102	Electrical	ISS102	80		28
103	HVAC	ISS103	80		28
104	Structures	ISS104	80		28
105	Building Science	ISS105	80		28
106	Reporting & Ethics	ISS106	40		15
Total Hours			480		170

While every effort is made by the instructor to cover all content material listed in this syllabus (course outline), the order, **content and/or evaluation may change slightly as a result of special circumstances** (e.g. technology, equipment, reference links or simply problems and/or changes, beyond our control). In any such case, every effort will be made to make appropriate adjustments to maintain the course content and delivery.

Course access - <http://108.175.10.18>

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The materials are intended solely for educational purposes of the student/course participant.
They may not be redistributed in any form whatsoever.**

Ontario Participants Note: Inspection Support Services Inc. – Home Inspector Training Program is exempt from the Private Career Colleges Act, 2005 (PCCA) under the terms and conditions specified in section 9 (1) of the regulation. As such Inspection Support Services Inc. has successfully completed the required “Prescreening” application and received “formal notification” the program offered meets the approval under the PCCA.