STATE OF MICHIGAN
GRETCHEN WHITMER
GOVERNOR

DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS
LANSING

ORLENE HAWKS
DIRECTOR

Memorandum

DATE: March 22, 2023

TO: Michigan Fire Service

FROM: Kevin J. Sehlmeyer, State Fire Marshal/Director

SUBJECT: Fire Instructor I and Fire Instructor II Practical Exam Retests

The purpose of this memo is to provide clarification for Fire Instructor I and Fire Instructor II practical exam retests.

A student who needs to schedule a retest for the Fire Instructor I or the Fire Instructor II practical exam may do so at any Fire Instructor I or Fire Instructor II course site, as long as:

1. There are no more than 16 students in the course.
2. The student has coordinated the practical exam retest with both the course manager and the training coordinator prior to registering for the exam.

On the day of the Fire Instructor I or Fire Instructor II practical exam, the retest student must:

1. Attend the entire practical exam day to observe the other students in the class.
2. Be the last student to give their presentation.

Thank you. If you have any questions, please contact your region training chief:

Dan Hammerberg
Region 1 Training Chief
Phone: 906-399-4399
Email: HammerbergD@michigan.gov

Aileen Pettinger
Region 2 Training Chief
Phone: 313-573-7176
Email: PettingerA1@michigan.gov