



ALOA Security Professionals Association, Inc.

Headquarters Office • 3500 Easy Street • Dallas, Texas 75247-6416

214/819-9733 • FAX 214/819-9736

TX School Registrant #Y-09431401 www.aloa.org education@aloe.org



Why Be Certified?





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Why Be Certified?

The simple answer is that to remain as competitive as possible today, you must be certified. With the recent changes in security awareness caused by 9/11, the bar has been raised in the security profession. Employers, contractors, governments and even clients are now taking additional steps to ensure that they are hiring or working with the most skilled and knowledgeable individuals in the security business. Many States are including in their licensing regulations the same requirements as those for ALOA's certifications. Professional certifications from ALOA offer another screening tool – one that has the backing and credibility of the preeminent professional association in the world for those who are responsible for locks, safes, and physical security.

Every profession requires specialized skills. Not every employer knows that you have those skills. In short, certification is an investment in your career, your livelihood, your future. However you want to say it, taking the initiative to gain certification verifies to your customers or employer that your skills are current, valuable and validated. Giving you the personal satisfaction that you are a proven master of your profession. Plus you will have raised your own confidence level by providing you with the knowledge and abilities to take on new challenges.

If you want...

- To demonstrate your advanced knowledge as a locksmith/safe technician
- To gain instant professional credibility
- To advance your career
- To stand head and shoulders above the competition
- To increase your earnings potential
- To be a step ahead with licensing in your state

...then you should become certified today.

As an international trade association, ALOA recognizes professionalism and proficiency among locksmiths by granting the designations ALOA Fundamental Locksmith (AFL), Certified Automotive Locksmiths (CAL), Certified Registered Locksmith (CRL), Certified Professional Locksmith (CPL), and Certified Master Locksmith (CML). Available to all locksmiths, the Proficiency Registration Program (PRP) evaluates, through participation tracking and testing, the educational and technical competence of dedicated individuals in a wide range of subjects such as hardware installation, key duplication, automotive, high security cylinders, safe and vault locks, master keying, alarms, and access control devices.

Locksmith Certification Categories

The Proficiency Registration Evaluation currently consists of thirty-six categories, ten of which are mandatory. The mandatory categories are Codes and Code Equipment; Cylinder Servicing; Key Blank Identification; Key Duplication; Key Impressioning; Professional Lock Opening Techniques; Lockset Functions; Lockset Servicing; Basic Master Keying; and Cabinet, Furniture and Mailbox Locks.



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The remaining twenty-six categories are electives which may be selected according to each locksmith's field of specialization or expanding knowledge. This number will vary as technology changes. Each elective contains between twenty-five and forty questions, depending on the subject covered.

Certification Levels

To achieve the *first* level of certification, Certified Registered Locksmith **CRL**, a passing grade (70 %+) is required on the mandatory section and any two electives.

To achieve the *intermediate* level of certification, Certified Professional Locksmith **CPL**, a passing grade (70 %+) is required on each of any twelve additional electives.

To achieve the *highest* level of certification, Certified Master Locksmith **CML**, a passing grade (70 %+) is required on each of any nine of the remaining electives.

ALOA has certified 6,000 of our members nationwide with an additional 2,000 who are presently in the early stages of certification. ALOA provides the licensing exam for the State of Illinois Department of Professional Regulation and has worked with other city and state agencies in setting up their qualifications for locksmith hiring and requirements for licensing.

ALOA Fundamental Locksmith (AFL)

The ALOA Fundamental Locksmith (AFL) designation has completed ALOA's Six Day Basic Locksmithing Course and then has passed the after-class examination is given on the last day. An AFL has enough general Locksmithing knowledge to function as an apprentice locksmith. An AFL is recognized for training or experience but is not PRP tested or certified. This is not a path for advanced certification levels.

Certified Registered Locksmith (CRL)

The first level of locksmith certification is Certified Registered Locksmith (CRL). A Certified Registered Locksmith has passed the ten mandatory categories, as well as at least two specialized electives of his choice. A CRL has a good working knowledge of general locksmithing.

Certified Professional Locksmith (CPL)

The second level of locksmith certification is Certified Professional Locksmith (CPL). A Certified Professional Locksmith has earned the CRL designation and has succeeded in passing an additional twelve elective categories. A CPL has an advanced knowledge of general locksmithing and of many specialized areas.

Certified Master Locksmith (CML)

The highest level of locksmith certification is Certified Master Locksmith (CML). A Certified Master Locksmith has reached the highest level of ALOA's Proficiency Registration Program and has successfully demonstrated proficiency in ninety percent of the available categories of the Proficiency Registration Program. A CML has advanced knowledge of most areas of locksmithing and electronic security.

Certified Professional Safe Technician (CPS)

The first level of the SafeTech certification is Certified Professional Safe Technician (CPS) – A CPS has successfully demonstrated proficiency in 17 safe and vault related categories.



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Certified Master Safe Technician (CMST)

The highest level of the SafeTech certification Certified Master Safe Technician (CMST) – A CMST has successfully demonstrated advanced proficiency in safe and vault related categories.

If you have any additional questions about ALOA or becoming a locksmith, you may call me at the ALOA headquarters 214-819-9733 ext.101.

Locksmith Certification Categories

Think of the testing system as a bank of 37 exams. They all contain 25 questions each. To gain the first level of certification, CRL, you must pass the L-00 Mandatory Exam, which consist of the top ten basic categories in the bank and 2 more elec

Originating keys by code and the use of code equipment You will need to know the correct terms used in codes, popular code series, a working knowledge of the methods of producing keys by code, types of codes, codebooks, code machines, and the proper use of a micrometer.

Pin and Disc Cylinder Servicing You should be familiar with lock cylinder terminology, be able to identify the parts of a cylinder and describe their functions and identify the parts of a key using the appropriate terminology. Common service malfunctions and the methods by which pin and disc tumbler locks are master keyed should be studied. Some emphasis should be placed on professional methods of keying and pin kit types. The results of poor service procedures should be understood.

Key Blank Identification You should be familiar with the different types of keys in use today (i.e., barrel, bit, flat and cylinder) and be able to identify their parts. The four basic milling configurations and milling run-out must be understood. A good working knowledge of key blank numbers, both original and non-original, should be developed. You should be able to correctly identify some common key silhouettes and sections. You should be able to use a key blank cross-reference catalog.

Key Duplication Techniques and Equipment You should be familiar with the duplication methods of the various types of keys, construction material, parts of a key and compensation methods for worn keys. You should be able to apply the ethics of duplicating restricted keys and multiplex keys. Be prepared to identify the parts of a key machine and the popular types of cutters and their use. Key machine calibration should be understood.

Originating keys by Impressioning A good working knowledge of the theory and practicality of originating a key by impressioning is necessary. You must be able to identify the various types of marks left on keys through impressioning pin and disc tumbler locks. Be familiar with the tools and terminology used in impressioning.

You must be familiar with the various factors that may increase the difficulty of impressioning locks. Field experience is useful in recognizing some of the precautions to be used when impressioning certain locks. Professional Lock Opening techniques The theory of lock picking should be understood. Various lock picking tools, their proper terminology, purpose, and use should be studied. You should be familiar with common entry techniques such as drilling, shimming, cylinder and lock bypassing. Situations will be presented which look for the least damaging method of entry.



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Lockset Servicing Field experience in servicing lockset malfunctions is required. A working knowledge of common service problems is needed. For example, the problems caused by incorrect tailpiece timing and improper reassembly of locksets must be understood.

Basic Master Keying You must thoroughly study the theory of progression, levels of keying, the Standard Key Coding System. You must be prepared to calculate the number of key changes given certain parameters. Be prepared to identify mistakes in progression lists, and to determine expansion possibilities from a sample listing. You must understand the proper terminology, symbols, and levels of keying listed in the Glossary. Knowledge of basic single and two-step progression will be necessary, as well as key biting specifications of the various manufacturers.

Cabinet Furniture and Mailbox Locks You should have knowledge of these types of locks, their operation, and proper application. Some emphasis should be placed on codes associated with each brand of lock. Bypass techniques should be studied, along with key origination procedures. Examination of manufacturers' catalogs is highly recommended. A basic knowledge of manufacturing techniques such as stamping, staking, pressure casting and die casting is helpful.

Once you have passed the Mandatory Exam. You will just need to pass 2 electives of your choice, unless you live in Illinois, which they must take the L00 and L07 Life Safety Codes and L13, Basic Electricity.



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PRP TEST PROCEDURES

ALOA SPAI has formed a partnership with Kryterion, a third party test development and delivery company, to help move the PRP test delivery and grading into the 21st century. By using this system ALOA SPAI is able to have Members access this perk which allows them to test in a conveniently located 3rd Party Test location near to them. There is limited testing too now for some cortication's that can deliver testing to a members business or home computer via secured site login and make testing for the various Certifications much more convenient.

Also there is now a Practice test available giving the opportunity for candidates / participants to take a practice or mock version of an exam before they take the real thing has huge benefits for all. Anyone can take the Practice test from their home or business computer for a small fee. Importantly, the practice tests can tell candidates which topics they have not mastered and encourage them to focus future learning on weak areas...

Our standard Paper&Pencil delivery which can be taken at any ALOA sponsored event such as the annual Convention, local association meetings and classes, at ALOA headquarters or anywhere a test sitting is requested and the standards for a sitting meets the minimum requirements. A sitting is arranged thru the Certification Coordinator, Dawne Chandler, and test takers register through the Kryterion site, which will have a link on our website or we can email them the link. The tests will be sent to the sitting location and once completed, will be returned and graded. Scores will be emailed from the Kryterion system immediately after grading. The test taker will then have an established "account" with the Kryterion system which will allow them to log in at any time and review which tests have been taken, which have been passed or failed and allow them to register for more available testing.

HOST site testing. This option allows a test taker to register at a local "Proctored" test site, usually a community college or test center, and take the tests online. Again, a test taker will register on the Kryterion site and be given a choice of times available and locations nearby. They will take the testing and upon hitting the "submit" button when finished, be notified on-screen immediately whether they have passed or failed. We will then be notified and will send out notifications and certificates where applicable. Once again the test taker will have created an account on the system to allow for all the options mentioned above.

Changes to PRP Testing

In an effort to update the testing, make taking the locksmith Mandatory test less stressful as well as reestablish the security and integrity of the testing, there will be some changes to how a test taker may take tests as well as the number of tests that may be taken at one sitting.

Mandatory Exam (L00)

- If taking the Mandatory locksmith exam (L00) via Paper&Pencil delivery, the test is divided into 10 sections. The test will be a pass/fail based on an overall score of 70% or higher, however, each section will be graded as well.
- If taking the Mandatory locksmith exam via HOST site, you will only be able to register for this test alone in a single sitting. A 3 ½ hour time allotment will be given to take this exam. All sections will be taken in every retake regardless of pass/fail on an individual section.

Electives

- If testing in Paper&Pencil delivery, a test taker may take an additional 2 elective exams with their Mandatory exam or may register to take up to 12 electives in a 4 hour sitting. If the test taker fails to complete all 12 exams, they are only billed for those tests which are completed and graded. Paper&Pencil also includes "after-class" testing.
- Elective tests will be available at HOST centers however, due to the Kryterion systems restrictions, they can't be taken with the Mandatory nor in a package of tests but must be scheduled individually



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at this time. It would be much more cost effective currently to schedule all Electives in Paper&Pencil delivery. Future options will allow for multiple Electives to be scheduled in a single sitting at a single sitting cost, with some restrictions.

CAL, CPS & CMST

- The CAL, CMAL and CPS tests will be unchanged. The paper delivery will remain as it is now and the HOST testing will allow test taker to take the exam in a 3 ½ hour time frame.
- The CMST will have the same option as the Mandatory locksmith exam whereby Paper testing will be graded by section as well as overall while the HOST testing must be taken in its entirety each time.

ALOA PRP HOW-TO

Instructions for Practice Test:

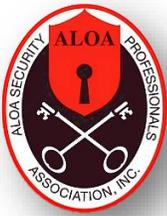
1. Visit the aloea.org website and under Certification and Testing, choose "Register for PRP Testing" to open the Webassessor Registration Page.
2. Login with your information or choose Create New Account if this is your first time in this site.
3. Create your Test Take Account and fill in the information necessary, include your ALOA Member number. *If you are not an ALOA member, you may only take the Practice Test. You will not be authorized to take any other testing until you become a member.* Full testing privileges are one of ALOA member perks. See membership page at aloea.org for more information or call 800-532-2562.
4. Choose and enter your payment information.
5. Begin testing.

Pass or Fail score will be sent by email to the registered testers email. This practice test does not count toward PRP Certification.

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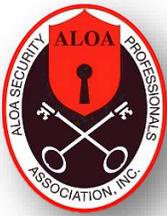
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PRP / STPRP



Certification History



Member #

Designation

MARK	CAT#	Description
		AUTOMOTIVE
	A-00	Certified Automotive Locksmith (CAL)
	A-01	Certified Master Automotive Locksmith (CMAL)
		ELECTRONICS
	E-00	Certified Electronics Locksmith (CEL)
	E-01	Certified Master Electronics Locksmith (CMEL)
		FORENSIC / INVESTIGATIVE
	F-00	Certified Forensic Locksmith (CFL) AUTO SAFE/VAULT GENERAL FORENSIC ARCHITECTURE/HARDWARE
		SAFE and VAULT
	S-00	Certified Professional Safetech (CPS)
	S-01	Certified Master Safe Technician (CMST)
		INSTITUTIONAL
	I-00	Institutional Certified Registered Locksmith (ICRL-includes Mandatory and 2 electives)
	I-01	Institutional Certified Professional Locksmith (ICPL – choose up to 12 electives)
	I-02	Institutional Certified Master Locksmith (ICML – choose up to 9 electives)
	I-03	Certified Institutional Lockshop Manager (CILM – must have achieved ICPL or higher)
		GENERAL LOCKSMITHING
	L-00	Mandatory Locksmith Exam
		ELECTIVE CATEGORIES (for General and Institutional Certifications)
	L-03	Domestic Auto
	L-04	Foreign Auto
	L-05	Door Closers
	L-07	Life Safety Code
	L-08	High Security Cylinder Servicing
	L-11	Special Applications Cylinder Servicing
	L-30	Basic Master Keying
	L-13	Basic Electricity
	L-16	Exit Hardware and Exit Alarms
	L-20	Keyless Mechanical Locks
	L-21	Non-Safe Deposit Lever Locks
	L-22	Motorcycle Locks
	L-24	Safe Combination Locks
	L-25	Safe Deposit Locks
	L-26	Time Locks
	L-28	Lockset Installation
	L-31	Advanced Master Keying
	L-32	Safe Installation
	L-33	Safe Opening and Servicing
	L-34	Vault Installation and Servicing
	L-38	Small Format Interchangeable Core
	L-39	Large Format Core
	L-40	Electro-mechanical Access Control
	L-41	Door Related Hardware
	L-42	Alarms
	L-43	Detention Locks
	L-44	CCTV
	L-46	Networking
	CLL	This is the exam required for licensing in the State of Illinois and Alabama



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CERTIFICATION LEVEL REQUIREMENTS

Locksmith Certifications

CRL Level:

This is the entry level certification for locksmith professionals. This requires passing the Mandatory Exam as well as 2 elective exams. Gaining this certification is also required to become licensed in the State of Illinois.

CPL Level:

Once achieving the CRL level, this second step in certification requires passing an additional 12 electives.

CML Level:

This is the top level of the general locksmithing category. After achieving the CPL certification, this requires passing an additional 9 electives.

Safe and Vault Certifications

CPS Level:

This is the entry level test for the Safe and Vault technician.

CMST Level:

Once achieving the CPS level, this is the top level of certification for the Safe and Vault category

Automotive Certifications

CAL Level:

The entry level certification for the Automotive Specialist.

CMAL Level:

After attaining the CAL level, this is the top level certification for the Auto Professional.

Institutional Locksmith Certifications

ICRL Level:

This is the entry level certification for locksmith professionals. This requires passing the Mandatory Exam as well as 2 elective exams, L -07 Life Safety Code and L-31 Advanced Master Keying.

ICPL Level:

Once achieving the CRL level, this second step in certification requires passing an additional 12 electives.

ICML Level:

This is the top level of the general locksmithing category. After achieving the CPL certification, this requires passing an additional 9 electives.

CILM Level:

This is a credential specifically for the Institutional Lockshop Manager. Candidate must achieve the ICPL level before sitting for this exam.

Electronic Locksmithing Certifications

CEL Level:

Entry level certification for the security professional that services the electronic security needs of the public.

CMEL Level:

After receiving the CEL credential, this is the highest level certification for the Electronic Locksmith.

Forensic / Investigative Certifications

CFL, Certified Forensic Locksmith (Auto, General, Safe/Vault, Architecture/Hardware):

The CFL testing is by approval only. There is a list of prerequisites that must be met and approved by the IAIL Advisory Committee before a sitting can be scheduled. There are four different credentialing specialties in the CFL certification in which to choose. For more information about CFL, Certified Forensic Locksmithing certifications see the IAIL ALOA Page here, <https://www.aloa.org/iaail/index.html>. This is part of the International Assoc of Investigative Locksmithing.

State Licensing

CLL - The CLL, Certified Licensed Locksmith for Louisiana and Alabama.