

## **How to obtain or renew your NARCOA Operator Qualification (Rule Book Test)**

NARCOA takes safety very seriously. To ensure operators are familiar with the NARCOA Rule Book contents, the NARCOA Judicial Policy, and the NARCOA Operations Manual, each operator must pass an open-book online test. Before purchasing NARCOA insurance and operating your motorcar or hi-rail on a NARCOA excursion, you must pass the test. The test consists of 50 questions. You take the test online and receive immediate feedback. You may refer to the NARCOA publications during the exam and must score a minimum grade of 80%. NARCOA issues an Operator Qualification Number upon completing the test and maintains records of those operators who pass this test.

You must review three items to prepare for the test: the NARCOA Rule Book, the NARCOA Judicial Policy, and the NARCOA Operations Manual. You can download all three documents from the NARCOA website - [www.narcoa.org](http://www.narcoa.org) - under the dropdown menu - 'Documents & Officers.'

### **If you are new to the hobby:**

After joining NARCOA, you must obtain NARCOA Operator Qualification before purchasing NARCOA insurance and operating your car at an insured meet. After joining NARCOA, you may take the test. Email the Operator Qualification Manager, Dan Page, at [dan.h.page@gmail.com](mailto:dan.h.page@gmail.com) to request instructions, a link to the online examination, and a password.

### **If you wish to renew your existing qualification:**

You must pass the current test to receive a new number if you have an expired qualification number. Email the Operator Qualification Manager, Dan Page, at [dan.h.page@gmail.com](mailto:dan.h.page@gmail.com) to request instructions, a link to the test, and a password.

### **If you wish to purchase a hard copy of the NARCOA rulebook:**

Send a check for \$5 made out to NARCOA to NARCOA, PO Box 9035, Cincinnati, OH 45209

### **If you do not have email:**

If you do not have an email address, call Dan Page at 714-749-7548 for special instructions.