STEP ONE: **Basics to Know & Prepare For BEFORE Applying for SRCC Certification. Facts that may make your application process move quicker & smoother.**

- New to SRCC? First-time applicants can go through a simple process to establish the necessary company contact and user information. Go to Register now. http://tcp.solar-rating.org/TCP/Registration/EmailCheck.aspx

- Already a SRCC Certification Program Participant? On your initial login, please make sure your company contact and user information is current.

- What do you want to get certified?

  - Collector Certification

    - Basic Collector Certification – Please be prepared with drawings of your collector. You will have the opportunity to upload the required drawings during the application process. Basic collector designs include glazed and unglazed flat plates, tubular, ICS units, non-separable thermosiphon units, concentrating, transpired.

    - Resized Collector – this is a collector of the same exact materials, only a different size from your basic (tested) collector. See our policy on resized collectors at the Standards area of our website.

    - Private Label – Register your company and request the certification holder to authorize your private label. The certificate holder will authorize your private label through the SRCC application system. You will be notified when this has been completed.

  For more information, see the Standards area of our website: http://www.solar-rating.org/certification/standards.html

  - System Certification

    <u>System Type Definitions</u>

    Basic system: A system with one of these configurations: pumped, ICS, thermosiphon, self-pumped.

    This system is one of the four basic types of solar water heating systems: Pumped (includes both direct and indirect systems), ICS, Thermosiphon, or Self-pumped

Redesigned system: A basic system with any change in control strategy, tank configuration, plumbing, backup, or heat exchanger design.
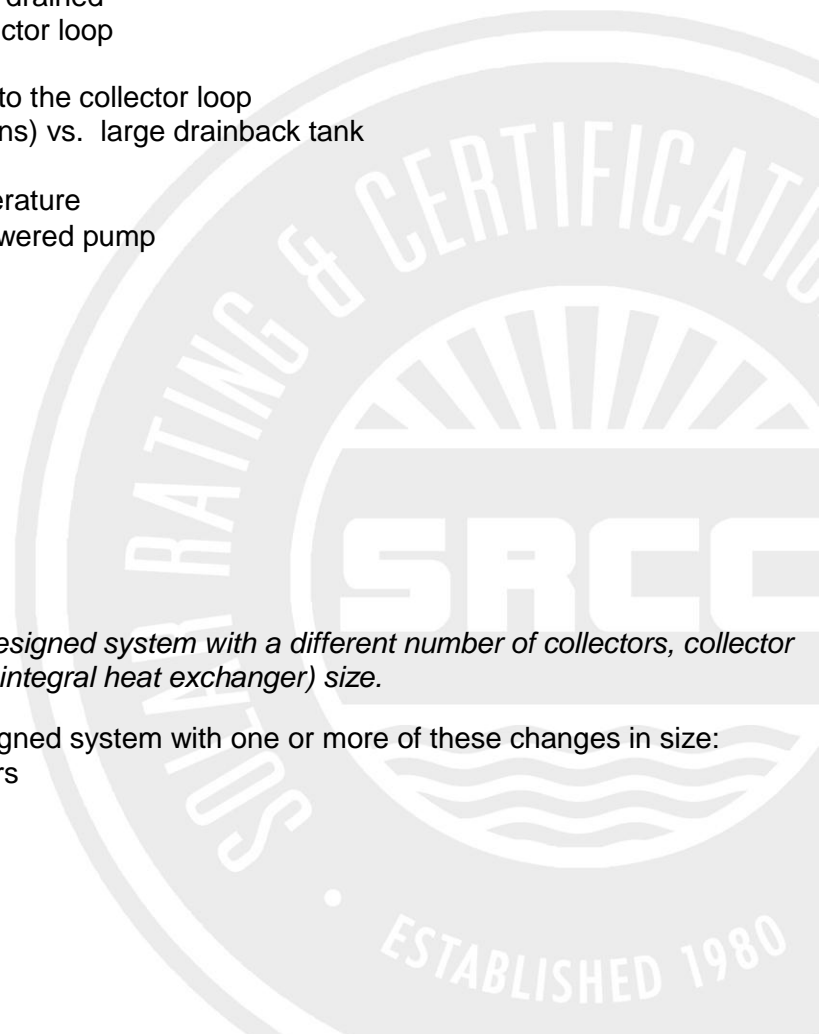
This system is a basic system with one or more of the following design changes:
- All system types:
  - number of tanks
  - type of backup
    - electric tank
    - gas tank
    - gas instantaneous
    - electric instantaneous
    - external boiler
    - heat pump
  - type of heat exchanger
    - immersed in tank vs. . external
    - wrapped around tank vs. . immersed in tank
    - plate vs. shell and tube vs. . coil in a tank
    - different design coil inside tank (pipe diameter, fins, location in tank, etc.)
    - pumped vs. natural convection (thermosiphon)
    - location of immersed heat exchanger (in storage tank vs. vs. . in drainback tank vs. in ICS tank)
    - solar side vs. load side
    - single vs. double wall
- Pumped systems:
  - direct (no heat exchanger between the collector loop fluid and the water delivered to the load) versus indirect (with a heat exchanger)
  - draindown vs. manually drained
  - drainback vs. filled collector loop
  - number of pumps
  - addition of a heat pump to the collector loop
  - small (less than 20 gallons) vs. large drainback tank
  - control strategy
    - differential temperature
    - PV controlled/powered pump
    - snap switch
    - timer
- ICS systems:
  - single pass vs. pumped
  - direct vs. indirect
- Thermosiphon systems:
  - direct vs. indirect
- Self-pumped systems:
  - tank configuration

Resized system: A basic or redesigned system with a different number of collectors, collector model, or tank (direct only – no integral heat exchanger) size.

This system is a basic or redesigned system with one or more of these changes in size:
- number of solar collectors
- solar collector model
- size of storage tank

- Private Label (collector or system) – If you are applying for a private label, the warranty and manual should be in *your* company's name. It should include the model number(s) under which *your* company plans to sell the collector. You will have the opportunity to upload the required warranty and manual during the application process.

- Solar Water Heating Systems that include a tank with a heat exchanger require additional test data. Check the SRCC-OG 300 test data requirements here: http://www.solar-rating.org/apply/data_requirements_for_tanks_with_heat_exchangers.pdf

  For more information, see the Standards area of our website: http://www.solar-rating.org/certification/standards.html

STEP TWO: **Basics You Should Know WHILE Applying for SRCC Certification**

- Collector Certification

  - Basic collector – Answer and complete all required questions for the collector model you would like certified. Upload drawings of your collector. Be ready to specify your payment preference when you are ready to submit your application. Note: Completing the application for one collector is called a Request. Several collectors, each as its own Request, can be submitted together as a Package. Each Package is considered a separate application for certification. You will be able to make changes or correct data prior to completing the application at the Submitted stage. It is important to review your entries and correct any problems prior to finalizing the Package.

  - Resized Collector – This is a collector of the same exact materials, only a different size from your basic (tested) collector. A resized collector can be included as a request inside a Package. Each as its own request.

  - Private Label – Check and include the unique brand name(s) and model number(s) under which your company plans to sell the collector.

- System Certification

  - When applying for solar water heating system certification, you will be guided through the application process. At the entry level you can choose from several options to describe the basic nature of the system(s) you wish to have certified. In the detail level of the application process you should enter all required information and data for collectors, tanks, heat exchangers, pumps, and controllers. Accuracy and completeness of the information you provide will impact processing time by reducing the need for clarification. You will answer basic questions about the design and operating conditions of your system(s). Check and include/upload tank test data for a tank with a heat exchanger, which is a requirement stated in SRCC TM1 (TM-1 Solar Domestic Hot Water Systems and components Test Protocols) published under SRCC Webpage http://www.solar-rating.org/certification/standards.html .

o The automated application process will provide you the opportunity to upload technical documentation for each major system component. Please review your entries and correct any problems prior to clicking Submit.

o Private Label –Check that the warranty and manual are stated in *your* company's name. Check and include the model number(s) under which *your* company plans to sell the collector. Upload the required warranty and manual during the application process.

STEP THREE: **Basics You Should Know When SUBMITTING Your Application for SRCC Certification.**

• You will be provided a final opportunity to edit your application before final submission. A package summary in .pdf format is available for your convenience. Once your application is submitted, you will not be able to make changes. If you decide to submit additional system models, you will be charged another package fee.

• Be prepared to go through the payment process.

• A Package Summary Invoice will be automatically generated based on the information you have entered during the process thus far. For your convenience, the automated system will direct you to an electronic payment option screen.

• As a further service to you, the SRCC application automation process will provide automatic e-mail notifications at all critical steps during the process.