



2024

National Wood Flooring Association

EDUCATION & TRAINING PROGRAMS

NWFA 2024 EDUCATION & TRAINING PROGRAMS

In a competitive marketplace, it is important to differentiate yourself from your competition. Education is one way to accomplish this, but when business is good, it's hard to find the time, and when business is not good, it's hard to justify the expense. Successful businesses know, however, that investing in yourself, and your business, can yield big results.

NWFA offers a variety of programs to meet the education and training needs of the entire wood flooring supply chain - contractors, distributors, retailers, importer/exporters, manufacturers, inspectors, and more. Take a look to see how NWFA education and training programs can help grow your industry knowledge, your hands-on skills, your professional network, and your bottom line.

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Whether you are just starting your career, or are a seasoned professional, NWFA has training that will improve your skills, enhance your experience, and increase your efficiency.

SCHOLARSHIPS

The NWFA Education & Research Foundation offers scholarships for NWFA hands-on courses. One scholarship, up to \$500, will be awarded per training event. Applications must be completed in advance, with priority given to NWFA members. Scholarships are limited to one per company, per year. Sign up by visiting nwfa.org/scholarships.

COURSES

BASIC INSTALLATION



A 2-day in-person introductory-level course for those new to the wood flooring industry. Includes a history of wood floors, understanding wood, introduction to wood flooring tools/equipment and installation of unfinished/factory finished solid/engineered flooring, and nail/glue/floating installation methods.

Prerequisites

- No experience necessary.
- Complete NWFA University Installation Safety learning path.

Materials

- Receive and learn how to use NWFA Installation Guidelines

CCUs

- 16 continuing certification units.

Career Path

- Qualifies attendee for Intermediate Installation course.

Cost

- \$549 Member
- \$649 Non-Member

BASIC SAND & FINISH

A 2-day in-person introductory-level course for those new to sanding and finishing. Includes a history of wood floors, fundamentals of sanding/finishing wood flooring, introduction to wood flooring sanding equipment/uses, and practice with application of stains/sealers/finishes.

Prerequisites

- No experience necessary.
- Complete NWFA University Sand & Finish Safety learning path.

Materials

- Receive and learn how to use NWFA Sand & Finish Guidelines.

CCUs

- 16 continuing certification units.

Career Path

- Qualifies attendee for Intermediate Sand & Finish course.

Cost

- \$549 Member
- \$649 Non-Member



BASIC INSTALLATION, SAND/FINISH COMBO



A 4-day in-person introductory-level course for those new to the wood flooring industry. Provides a broad overview by combining the Basic Installation and Basic Sand & Finish courses. Includes a history of wood floors, understanding wood, an introduction to wood flooring tools/equipment and uses, installation of unfinished/factory finished solid/engineered flooring, and nail/glue/floating installation methods. Also

includes fundamentals of sanding/finishing wood flooring, practice with application of stains/sealers/finishes, and an opportunity to participate in the entire wood flooring process from installation to finishing.

Prerequisites

- No experience necessary.
- Complete NWFA University Installation and Sand & Finish Safety learning paths.

Materials

- Receive and learn how to use NWFA Installation and Sand & Finish Guidelines.

CCUs

- 32 continuing certification units.

Career Path

- Qualifies attendee for Intermediate Installation and Intermediate Sand & Finish courses.

Cost

- \$899 Member
- \$999 Non-Member

INTERMEDIATE INSTALLATION



A 3-day in-person intermediate-level course for those with some wood flooring industry experience. Includes in-depth training on jobsite preparation, layout, understanding the science of wood, an analysis of solid/engineered flooring, practice and instruction for nail/glue/floating installation methods of unfinished/factory finished

solid/engineered flooring, floor repair techniques, and simple herringbone pattern. Also includes an opportunity to learn how to incorporate simple design elements into any floor.

Prerequisites

- 1 year of installation experience OR attendance at the Basic Installation or Basic Installation, Sand/Finish Combo course.
- Complete NWFA University Installation Safety learning path.

Materials

- Receive and learn how to use NWFA Installation Guidelines and NWFA Jobsite Checklist.

CCUs

- 24 continuing certification units.

Career Path

- Qualifies attendee for Hands-on Installation Certification Test.
- Qualifies attendee for Advanced Installation course.
- Completion of this course plus Intermediate Sand & Finish course qualifies attendee for Inspector school.

Cost

- \$749 Member
- \$849 Non-Member

INTERMEDIATE SAND & FINISH



A 3-day in-person intermediate-level course for those with some wood flooring experience. Includes in-depth training on general equipment maintenance, sanding multiple flooring types/species, unfinished/factory finished, and engineered/multi-directional/parquet flooring. Also includes floor flattening methods, minimizing the scratch patterns, and efficient use of the professional sanding equipment.

On the finishing side, the attendee will learn about and practice with stain application, sealers, natural oils, waxes, colorants, reactive conditioners, finish application, scraping, recoats and final coat application, repairs, and board replacement.

Prerequisites

- 1 year of sand & finish experience OR attendance at the Basic Sand & Finish or Basic Installation, Sand/Finish Combo course.
- Complete NWFA University Sand & Finish Safety learning path.

Materials

- Receive and learn how to use NWFA Sand & Finish Guidelines and NWFA Jobsite Checklist.

CCUs

- 24 continuing certification units.

Career Path

- Qualifies attendee for Hands-on Sand & Finish Certification Test.
- Qualifies attendee for Advanced Finish course.
- Completion of this course plus Intermediate Installation course qualifies attendee for Inspector school.

Cost

- \$749 Member
- \$849 Non-Member

CERTIFICATION TESTING

Validate your wood flooring knowledge and expertise. Certification exams are offered at Certification testing sites, and at all Intermediate level schools.

As an NWFA Certified Installer and/or Sand & Finisher, you'll have the education and skill set to establish yourself as a continuous learner and give your customers confidence that they are hiring a trustworthy professional. Register for certification testing at any intermediate school or testing site.



ADVANCED INSTALLATION

A 4-day in-person course for experienced wood floor professionals. Includes creating/designing/installing unique patterns/designs with solid/engineered unfinished/factory finished wood floors. Learning covers different specialty skills based on student/instructor input. May include introduction to designing parquetry, cutting marquetry, wood bending, and designing with circles/curves.



Prerequisites

- 3 years of installation experience.
- Attend Intermediate Installation course.

Certification

- This course is not required, but strongly recommended, for those pursuing Master Craftsman certification.

Materials Received

- NWFA Ornamental Floors technical publication and NWFACP Master Craftsman Field Guide.

CCUs

- 32 continuing certification units.

Cost

- \$899 Member
- \$999 Non-Member

ADVANCED FINISH

A 3-day in-person course for experienced wood floor professionals. Includes proper preparation of a wood floor to achieve desired end-result/look, experimenting with a variety of finishing techniques using unique application methods/products/systems such as reactive conditioners, bleaches, dyes, oils, pigments, and other colorants in conjunction with a multitude of finish systems to create a palette of styles/looks within the same floors. Also includes unique/historical woodworking finishing processes.



Prerequisites

- 3 years of sand & finish experience.
- Attend Intermediate Sand & Finish course.
- Complete NWFA University Sand & Finish course.

Certification

- Course includes all skills necessary to earn NWFA Colors and Finishes Mastery credential.
- Course includes all the skills necessary to earn the Textured Wood Mastery credential.

Materials Received

- NWFA Ornamental Floors technical publication and NWFA Master Craftsman Field Guide.

CCUs

- 24 continuing certification units.

Cost

- \$799 Member
- \$899 Non-Member

INSPECTOR CERTIFICATION SCHOOL



An in-person course designed to prepare wood flooring professionals to earn the NWFA Certified Wood Flooring Inspector credential and build a business as an inspector. Includes inspector's role/legal responsibilities, how to identify wood flooring problems, conducting interviews, testing methods/tools, finding/using industry standards, conducting inspections, and report writing.

Prerequisites

- Must be an NWFA member.
- Attend these NWFA courses:
 - Basic Installation (can be bypassed with 3 years validated experience).
 - Basic Sand & Finish (can be bypassed with 3 years validated experience).
 - Intermediate Installation.
 - Intermediate Sand & Finish.
- Complete NWFA University Installation, Sand & Finish, and Manufacturing courses.
- Complete and pass the Inspector Test with a score of 80 percent or better.

Post-course Requirements

- Two in-class inspection scenario reports must be submitted within two weeks of attending the course. Additional reports may be reviewed throughout the first year.

Materials Received

- NWFA Installation Guidelines; NWFA Sand & Finish Guidelines; Moisture & Wood; Problems, Causes, & Cures; Regional Climate Variations; Wood Species; NWFA Jobsite Checklist; HPVA EF2020; and other technical resources.

CCUs

- 40 continuing certification units.

Cost

- \$1,999 (cost includes online inspector test fee).

When hands-on training is not feasible, and online learning is not enough, workshops offer short, in-person (and sometimes virtual) learning opportunities for specific topics and skill sets. Cost for each workshop is \$299 Member or \$399 Non-Member.

PROBLEMS, CAUSES, CURES

A 1-day in-person course providing an in-depth review of common problems, identifying their causes, and how to cure them. This workshop can be customized to focus on region-specific issues.

Prerequisites

- None

Materials Received

- NWFA Problems, Causes, and Cures technical publication.

CCUs

- 8 continuing certification units.



WOOD FLOOR CLAIMS, EVALUATIONS, AND INSPECTIONS

A 1-day in-person course that includes properly identifying an issue, its potential causes and cures, and dealing with disgruntled customers. Includes different testing methods and resources to determine the causes of the claim, working with inspectors, and understanding the inspection process.

Prerequisites

- None

Materials Received

- NWFA Problems, Causes, and Cures technical publication.

CCUs

- 8 continuing certification units.



WOOD FLOOR SALES

A 1-day in-person or virtual course providing instruction about different types of wood and their technical attributes as flooring products, how to sell wood against "wood-look" floor coverings, and the benefits of real wood flooring. Also includes minimizing claims and call-backs, guiding the customer to the right species and floor type for their lifestyle, understanding appropriate installation methods and finishes for each project, and developing stronger customer relationships and loyalty throughout the selling process.



Prerequisites

- None

Certification

- Upon completion of this course, take the written test to earn your Sales Advisor Certification.

Materials Received

- NWFA Homeowner's Handbook, and NWFA Jobsite Checklist.

CCUs

- 8 continuing certification units.

WOOD FLOOR REPAIRS

A 1-day in-person course providing an introduction to advanced-level repair work on finished floors, injection repairs, board replacements, factory-finished repairs, color matching, color theory, scratch and gouge repair, grain replacement, and collecting payment for the job.

Prerequisites

- None

CCUs

- 8 continuing certification units.



MOISTURE TESTING

A 1-day in-person course providing an in-depth view of moisture meters, moisture testing tools, and ASTM testing methods. Includes how to use different tools, assessing moisture content, dealing with wood and substrate materials, and claims. Also includes opportunities to work with subject matter experts who will help you prepare and assess substrates prior to installation.

Prerequisites

- None

Materials Received

- NWFA Moisture and Wood technical publication.

CCUs

- 8 continuing certification units.





SUBFLOOR PREPARATION



A 1-day in-person course providing an in-depth view of identifying and assessing wood substrate materials, preparation, installation methods over them, and claims. Includes testing for flatness, addressing floors that don't meet NWFA or manufacturer tolerances, and assessing/addressing high spots, low spots and unstable subflooring systems. Also includes using

moisture meters to assess moisture content, dealing with wood subfloors, and opportunities to work with subject matter experts who will help you prepare and assess substrates prior to installation.

Prerequisites

- None

Materials Received

- NWFA Installation Guidelines.

CCUs

- 8 continuing certification units.

CONCRETE PREP AND MOISTURE TESTING



A 1-day in-person course providing an in-depth view of testing and addressing concrete subfloor preparation, grinding, leveling, scarification, concrete surface profile, adequate systems for specific purposes, and dealing with moisture. Includes opportunities to work with subject matter experts, moisture meter manufacturers and their different moisture meters and tools, to help address common moisture-related issues.

Prerequisites

- Complete NWFA University Concrete Moisture Testing course.

Materials Received

- NWFA Installation Guidelines.

CCUs

- 8 continuing certification units.

ENGINEERED WOOD FLOORING

A 1-day in-person course providing an in-depth view of engineered wood flooring, how it is manufactured, installation methods, and how to avoid common mistakes when working with it. Includes the use and importance of NWFA Guidelines and manufacturer instructions, and their impact on every job.

Also includes a guided tour of a wood flooring manufacturing facility to see how the flooring is made.

Prerequisites

- None

Materials Received

- NWFA Installation Guidelines.

CCUs

- 8 continuing certification units.



MULTI-DISC/PLANETARY SANDING EQUIPMENT

A 1-day in-person course providing opportunities to learn about and use multi-disc/planetary sanders. Includes instruction for fine-finish sanding and flattening floors by utilizing abrasive types from medium to extra fine grits.

Prerequisites

- None

Materials Received

- NWFA Sand & Finish Guidelines.

CCUs

- 8 continuing certification units.



MACHINE REPAIRS

A 1-day in-person course providing in-depth training for field maintenance of common wood flooring tools and equipment, including the big machine/belt sander, edger, buffer, multi-head, compressor, and the flooring nailer. Includes disassembly and reassembly to address common field repairs.

Prerequisites

- None

CCUs

- 8 continuing certification units.



NOTE: Cost for each Master Craftsman Workshop is \$499 Member or \$599 Non-Member. Prerequisites and CCUs apply to all of these workshops.

Prerequisites

- 3 years of installation experience.
- Attend Intermediate Installation course.
- Complete NWFA University Installation courses.

CCUs

- 16 continuing certification units.

CIRCULAR/CURVED WORKSHOP

A 2-day in-person course designed for experienced wood floor professionals. Learn to produce applications by hand within the floor that can accentuate architectural features, geometric medallions, transitions, nosing, or may stand alone within any flooring system. This course covers the skills necessary to earn the Circular/Curved Mastery credential.



MARQUETRY/INLAYS WORKSHOP

A 2-day in-person course designed for experienced wood floor professionals. Learn to produce decorative, elaborate, non-linear, hand-cut designs from individual pieces of wood that function as a centerpiece, border, carving, or inlay into an existing floor. This course covers the skills necessary to earn the Marquetry/Inlay Mastery credential.



MEDALLIONS WORKSHOP

A 2-day in-person course designed for experienced wood floor professionals. Learn to produce a variety of medallion styles by hand, including symmetry of medallions, mosaics, and other decorative elements that become the focal-point of the flooring design. This course covers the skills necessary to earn the Medallions Mastery credential.



PARQUETRY WORKSHOP

A 2-day in-person course designed for experienced wood floor professionals. Learn to produce a variety of parquet patterns by hand, including developing and utilizing sleds and jigs, and installing them in any application. This course covers the skills necessary to earn the Parquetry Mastery credential.



WOOD BENDING WORKSHOP

A 2-day in-person course designed for experienced wood floor professionals. Learn to bend wood by hand to create curves within the flooring system. This course covers the skills necessary to earn the Wood Bending Mastery credential.



TEXTURED WOOD WORKSHOP

A 2-day in-person course designed for experienced wood floor professionals. Learn to scrape, sculpt, wire brush, and carve to produce custom textures. This course covers the skills necessary to earn the Textured Wood Mastery credential.





CUSTOMIZED EDUCATION

	Member	Non-Member
Hands-On Training	\$1,000/day + travel expenses	N/A
<ul style="list-style-type: none"> A company, place, or facility that hosts an NWFA educational event at their location. Hosting an NWFA Member-Sponsored event provides the opportunity for an NWFA member to offer NWFA training with NWFA Regional Instructors and NWFA training curriculum at any facility. Curriculum and content can be customized to fit individual needs. Invite only who you want to attend or make the training exclusive for staff, customers, or on an individual basis. All necessary tools and materials may be shipped to the host location at an additional cost to ensure a successful event. 		
Virtual Training	\$200/hour	N/A
<ul style="list-style-type: none"> A member hosts a Zoom/GoToMeeting with NWFA Technical Team/Regional Instructors in an interactive presentation style training event. Curriculum and content can be customized to fit individual needs. 		
Virtual/Live Combo	\$1,000/day (live) + \$200/hour (virtual) + travel expenses	N/A
<ul style="list-style-type: none"> Includes NWFAU courses, some virtual training, and some live training. Format, curriculum, and content can be customized to fit individual needs. 		
Training and Certification	\$1,000/day (live) + \$200/hour (virtual) + test cost + travel expenses	N/A
<ul style="list-style-type: none"> A company, place, or facility that hosts an NWFA educational and certification event at their location. Hosting an NWFA Member-Sponsored event and certification provides the opportunity for an NWFA member to offer NWFA training with NWFA Regional Instructors and NWFA training curriculum along with hands-on certification testing for all who qualify. Curriculum and content of these events are the intermediate level, and must meet the prerequisites for Certification Testing. Invite only who you want to attend or make the training exclusive for staff, customers, or on an individual basis. All necessary tools and materials may be shipped to the host location at an additional cost to ensure a successful school. This type of event applies to Installation, Sand/Finish, and Sales certifications. 		

VISIT NWFA.ORG/HANDS-ON-TRAINING/ OR CALL 800-422-4556 FOR MORE DETAILS.

2024

NWFA Hands-On Training Schedule

FIRST QUARTER

February 6 - 9
February 8
February 9
February 13 - 16
February 20 - 23
February 27 - March 1
February 28 - 29
March 5 - 8
March 12 - 15
March 18 - 20
March 19 - 22
March 19 - 22
March 21 - 22
March 26 - 29

Intermediate Installation and CP Testing
Wood Floor Repairs
Wood Floor Sales and CP Testing
Intermediate Sand/Finish and CP Testing
Basic Installation, Sand/Finish Combo
Intermediate Sand/Finish and CP Testing
Circles, Curves, & Bending Wood
Basic Installation, Sand/Finish Combo (Bilingual - Spanish)
Intermediate Installation and CP Testing
Stair Balustrade (Stairbuilders and Manufacturers Association)
Intermediate Installation and CP Testing
Intermediate Installation and CP Testing
Wood Floor Claims, Evaluations, and Inspections
Intermediate Sand/Finish and CP Testing

San Jose, CA
Dallas, TX
Dallas, TX
Nashville, TN
St. Louis, MO
Waco, TX
Clarksville, TN
Dallas, TX
St. Louis, MO
St. Louis, MO
Atlanta, GA
Toronto, ON, Canada
Wadesboro, NC
Denver, CO

SECOND QUARTER

April 16 - 18
May 14 - 17
May 14 - 17
May 21 - 24
June 4 - 7
June 4 - 7
June 4
June 5
June 11 - 14
June 20
June 20
June 20
June 21
June 21
June 25 - 28
June 27
June 28

NWFA EXPO
Intermediate Sand/Finish and CP Testing
Intermediate Installation and CP Testing
Intermediate Sand/Finish and CP Testing
Basic Installation, Sand/Finish Combo
Intermediate Sand/Finish and CP Testing
Wood Floor Repairs
Wood Floor Sales and CP Testing
Basic Installation, Sand/Finish Combo
Wood Floor Repairs (Bilingual - Spanish)
Problems, Causes, & Cures
Subfloor Preparation
Wood Floor Repairs and Bonus Mill Tour
Wood Floor Claims, Evaluations, and Inspections
Intermediate Sand/Finish and CP Testing
Installation CP Testing
Sand/Finish CP Testing

New Orleans, LA
King of Prussia, PA
Clarksville, TN
St. Louis, MO
Wadesboro, NC
Bowling Green, OH
Westfield, MA
Westfield, MA
Denver, CO
Los Angeles, CA
Bloomington, MN
Syracuse, NY
Syracuse, NY
Bloomington, MN
Clarksville, TN
St. Louis, MO
St. Louis, MO

THIRD QUARTER

July 9 - 12
July 11 - 12
July 16 - 19
July 16 - 19
August 27 - 30
September 5 - 6
September 10 - 13
September 10 - 13
September 10 - 13
September 12 - 13
September 17 - 20
September 17 - 20
September 23 - 27

Intermediate Installation and CP Testing
Medallions & Parquetry
Intermediate Installation and CP Testing
Intermediate Installation and CP Testing
Intermediate Installation and CP Testing
Medallions & Parquetry
Basic Installation, Sand/Finish Combo
Basic Installation, Sand/Finish Combo
Intermediate Installation and CP Testing
Textured Wood & Color Finishes
Intermediate Sand/Finish and CP Testing
Basic Installation, Sand/Finish Combo (Bilingual - Spanish)
Inspector School

Wadesboro, NC
Denver, CO
Kansas City, KS
Tukwila, WA
York, PA
San Jose, CA
St. Louis, MO
Delta, BC, Canada
Denver, CO
Bowling Green, OH
Charlotte, NC
Oakland, CA
St. Louis, MO

FOURTH QUARTER

October 1 - 4
October 8 - 11
October 15 - 18
October 22 - 25
October 22 - 25
November 5 - 7
November 12 - 15
November 13
November 14
November 21
November 22
December 5
December 6

Basic Installation, Sand/Finish Combo
Intermediate Sand/Finish and CP Testing
Advanced Installation
Intermediate Installation and CP Testing
Intermediate Sand/Finish and CP Testing
Advanced Finish
Intermediate Sand/Finish and CP Testing
Problems, Causes, & Cures
Wood Floor Repairs
Subfloor Preparation (Bilingual - Spanish)
Moisture Testing (Bilingual - Spanish)
Installation CP Testing
Sand/Finish CP Testing

Boston, MA
Wadesboro, NC
St. Louis, MO
Bowling Green, OH
Tukwila, WA
St. Louis, MO
San Jose, CA
Clarksville, TN
Clarksville, TN
Waco, TX
Waco, TX
St. Louis, MO
St. Louis, MO

NOTE: BOLD indicates certification testing is available on 4th day for those who qualify.

For updates and more training opportunities, visit nwfa.org/hands-on-training/ or call 800.422.4556.



For convenient and affordable education for you and your entire team or crew, NWFA University offers 300+ online courses to increase industry knowledge, expertise, and confidence.

SALES

Includes five learning paths, with 34 courses covering all aspects of wood flooring sales. All Sales learning paths are included in the NWFA Wood Flooring Specialist Apprenticeship Program (see page 15 for more details).

101 SALES: WOOD FLOORING TYPES

- Wood Flooring History & Trends
- Basic Tree Anatomy
- From the Forest to the Floor
- How Cut Affects Wood Flooring
- Wood Flooring Products
- Solid Wood Flooring
- Engineered Wood Flooring
- Bamboo as a Flooring Option
- Cork as a Flooring Option
- Reclaimed Wood
- Trim & Moulding

102 SALES: JOBSITE EVALUATION

- Acclimation & Conditioning
- Moisture Content & Wood
- Underlayments: Moisture Control
- Evaluating the Exterior Conditions of the Building
- Evaluating the Interior Conditions of the Building
- Evaluating Substrates: Wood Subfloors
- Evaluating Substrates: Concrete Subfloors

103 SALES: INSTALLATION METHODS & CONSIDERATIONS

- Nail-Down Installation Method
- Glue-Down Installation Method
- Floating Installation Method
- Sound Control
- Substrates: Radiant Heating Systems
- Installation Over Radiant Heating Systems

104 SALES: JOB ESTIMATES

- Job Costing, Part 1: Factors to Consider in the Bid
- Job Costing, Part 2: Calculating Room Measurements
- Job Costing, Part 3: Estimating the Whole Job

105 SALES: SELLING WOOD ATTRIBUTES

- Renewability/Sustainability
- Solid & Engineered Wood Flooring Life Cycle Analysis
- Allergens
- Maintenance of Wood Floors
- The Importance of Maintenance & Educating the Customer
- General Maintenance for All Wood Floors
- Winning Sales Over Wood Look-alike Flooring
- Consumer Research (coming soon)

INSTALLATION

Includes five learning paths, with 46 courses covering all aspects of wood flooring installation. All Installation learning paths are included in the NWFA Wood Flooring Specialist Apprenticeship Program (see page 15 for more details).

201 INSTALL: INSTALLATION SAFETY

- Hand Tools
- Pneumatic Tools
- Fasteners
- Adhesives
- Fire & Extinguisher Safety
- Safety Gear
- Installation Electrical Safety
- Tool Safety (Saws)
- Regulations Impacting the Wood Flooring Industry

202 INSTALL: JOBSITE EVALUATION

- Involved Parties
- Evaluating the Exterior Conditions of the Building
- Regional Climate Variations
- Evaluating the Interior Conditions of the Building
- Basements & Crawlspace
- Moisture Content & Wood
- Wood Moisture Testing
- Moisture & Concrete
- Concrete Moisture Testing

203 INSTALL: SUBFLOOR PREPARATION

- Evaluating Substrates: Wood Subfloors
- Evaluating Substrates: Concrete Subfloors
- Wood Subfloors Over Concrete
- Screeds/Sleepers
- Substrates: Radiant Heating Systems
- Existing Floors as Subfloors
- Sound Control
- Underlayments: Moisture Control

204 INSTALL: INSTALLATION METHODS & CONSIDERATIONS

- Wood Flooring Products
- Acclimation & Conditioning
- Laying Out Working Lines
- Nail-Down Installation Method
- Glue-Assisted Nail-Down Installation Method
- Glue-Down Installation Method
- Glue-Down End-Grain Flooring Installation
- Glue-Down Cork Flooring Installation
- Parquet Layout & Installation
- Herringbone & Chevron Installation
- Floating Installation Method
- Installation Over Radiant Heating Systems
- Trim & Moulding

205 INSTALL: REPAIRS

- Repair
- Board Replacement: Nail-Down & Glue-Down
- Board Replacement: Floating Floors
- Lace-Out/Lace-In
- Addressing Water Damage
- Evaluating Wood Floor Damage
- Responding to Wood Floor Irregularities



SAND & FINISH

Includes five learning paths, with 42 courses covering all aspects of wood flooring sand and finish. All Sand & Finish learning paths are included in the NWFA Wood Flooring Specialist Apprenticeship Program (see page 15 for more details).

301 SAND & FINISH: SAND & FINISH SAFETY

- Safety Gear
- Fire & Extinguisher Safety
- Sand & Finish Electrical Safety
- Regulations Impacting the Wood Flooring Industry
- Volatile Organic Compounds
- Abrasives
- Sanding Equipment Operation
- Sanding Equipment Maintenance

302 SAND & FINISH: SANDING METHODS & CONSIDERATIONS

- Sanding Jobsite Preparation
- The Filling Process
- Sanding Previously Finished Floors
- Sanding Strip and Plank Wood Floors
- Sanding Parquet Wood Floors
- Sanding End-Grain Wood Floors
- Sanding Cork Floors
- Sanding Bamboo Floors
- Sanding Considerations for Metal & Stone Inlays
- Hand Scraping, Wire Brushing, & Distressed Wood Floors
- Sanding Distressed, Textured, & Sculpted Wood Floors

303 SAND & FINISH: COLORANTS

- Stains
- Water Popping
- Aniline Dyes
- Wood Bleach
- Reactive Conditioners

304 SAND & FINISH: FINISHES

- Chemical Properties of Wood Floor Finishes
- Drying & Curing
- Sealer Types
- Coating Types
- Finish Applicators
- Finish Preparation
- Finish Application Procedures
- Recoating a Previously Finished Wood Floor
- General Maintenance for All Wood Floors
- Maintenance Products

305 SAND & FINISH: REPAIRS

- Repair
- Evaluating Wood Floor Damage
- Addressing Water Damage
- Board Replacement: Floating Floors
- Board Replacement: Nail-Down & Glue-Down
- Lace-Out/Lace-In
- Sanding, Filler, & Finish Irregularities
- Responding to Wood Floor Irregularities

WOOD FLOOR MANUFACTURING

Includes four learning paths, with 29 courses covering all aspects of wood flooring manufacturing. All Manufacturing learning paths are included in the NWFA Wood Flooring Specialist Apprenticeship Program (see page 15 for more details).

401 MANUFACTURING: FORESTRY & SUSTAINABILITY

- Renewability/Sustainability
- Responsible Wood Sourcing
- USDA Forest Service
- Solid & Engineered Wood Flooring Life Cycle Analysis
- Basic Tree Anatomy
- From the Forest to the Floor
- Wood Flooring History & Trends
- Wood Flooring Basics

402 MANUFACTURING: WOOD FLOORING CHARACTERISTICS

- Domestic Wood Species
- Imported Wood Species
- Natural Growth Characteristics
- Manufacturing Characteristics
- How Cut Affects Wood Flooring
- Reclaimed Wood
- Solid Wood Flooring
- Engineered Wood Flooring
- Bamboo as a Flooring Option
- Cork as a Flooring Option

403 MANUFACTURING: MANUFACTURING PROCESS

- Milling Solid Wood Flooring
- Milling Engineered Wood Flooring
- Milling Cork Flooring
- Milling Bamboo Flooring
- Manufacturing Factory Finished Wood Flooring

404 MANUFACTURING: GRADING

- Lumber Grades
- General Wood Flooring Grades
- NWFA/NOFMA Manufacturing Standards
- NWFA/NOFMA Unfinished Solid Wood Flooring General Grades
- NWFA/NOFMA Factory Finished Solid Wood Flooring Standards
- NWFA/NOFMA Domestic Wood Species Grades for Unfinished Solid Wood Flooring

MISCELLANEOUS COURSES

- NWFA Expo Videos
- Membership Courses
- Recorded LiveEdge Webinars
- Podcasts



COSTS

NWFA University provides consistent and timely online learning opportunities for the entire wood flooring supply chain. Content can be customized to meet the specific needs of your company. NWFA University is available only to NWFA members.

NWFA University Engagement Levels	Member	Non-Member
Level 1: All-Access Pass Subscription & Company Teams <ul style="list-style-type: none"> Access to all NWFA eLearning for all employees. Group your employees by company, department, branch, and/or job role. Designate Team Leaders to monitor and guide employee progress. Run reports to view/export participation data to support performance reviews and incentive programs. 	0-49 users = \$199 50-100 users = \$599 101-150 users = \$999 151-200 users = \$1,499 201+ users = Call for rates	N/A N/A N/A N/A N/A
Level 2: Company eLearning & Hosting <ul style="list-style-type: none"> Provide custom learning paths of NWFA courses for targeted employee learning. Upload company-specific eLearning assets (videos, documents, courses). 	Requires Level 1 Free consultation with NWFAU team. Final cost is based on custom proposal.	N/A
Level 3: Company Branding <ul style="list-style-type: none"> Customize your team's experience by branding the University, navigation, and banner with your company's logo and colors. 	Requires Level 1 Free consultation with NWFAU team. Final cost is based on custom proposal.	N/A
Level 4: Company University Site <ul style="list-style-type: none"> Autonomously manage your own fully functional University site. Have your own branded login page and URL. License NWFA eLearning content. 	0-100 users = \$7,700/year 101-250 users = \$9,500/year 251-500 users = \$12,000/year 501+ users = Call for rates	N/A N/A N/A N/A
Level 5: eLearning Development <ul style="list-style-type: none"> Rebrand existing NWFA courses to reflect your company branding and product images. Work directly with NWFA to replace/modify existing course media and branding to reflect your company's specific needs. 	Requires Level 1 and 2 (if hosting is needed) \$75/hr	N/A
Level 6: License NWFA eLearning <ul style="list-style-type: none"> Host NWFA courses on your own SCORM-compliant Learning Management System (LMS). 	\$75/course/year	N/A



NWFA Certifications provide opportunities for wood flooring professionals to validate their industry knowledge and expertise in a variety of skill sets. NWFA Certifications provide third-party recognition to individuals for mastery of specific wood flooring industry disciplines. NWFA Certifications are available only to NWFA members.

SALES ADVISOR CERTIFICATION (CSA)

Prerequisites

- NWFA member in good standing.

Assessment

- Complete NWFA University Sales courses OR attend the NWFA Wood Floor Sales course, and pass the online exam.



INSTALLATION CERTIFICATION (CI)

Prerequisites

- NWFA member in good standing.
- 3 years on-the-job installation experience; OR 1 year on-the-job installation experience and attendance at qualifying classes*; OR completion of Wood Floor Specialist apprenticeship.
- Attendance at NWFA Intermediate Installation course.

Challenge the Prerequisites

- 5 years verified installation experience.
- Pass the online written and hands-on exams.

Assessment

- Complete NWFA University Installation Courses; OR pass the online written exam.

Virtual testing available upon request.

* NWFA Basic Installation or pre-approved non-NWFA schools.



SAND & FINISH CERTIFICATION (CSF)

Prerequisites

- NWFA member in good standing.
- 3 years on-the-job installation experience; OR 1 year on-the-job sand/finish experience and attendance at qualifying classes*; OR completion of Wood Floor Specialist apprenticeship.
- Attendance at NWFA Intermediate Sand/Finish course.

Challenge the Prerequisites

- 5 years verified sand & finish experience.
- Pass the written and hands-on exams.

Assessment

- Complete NWFA University Sand/Finish Courses; OR pass the online written exam.

Virtual testing available upon request.

* NWFA Basic Sand & Finish or pre-approved non-NWFA schools.



WOOD FLOOR INSPECTOR CERTIFICATION (CWFI)

Prerequisites

- Refer to Inspector Certification school requirements on page 5.

Assessment

- Complete and pass online inspector test.
- Write and pass two in-class inspection scenario reports.



MASTER SKILLSET CREDENTIALS

Prerequisites

- NWFA member in good standing.
- 1 year of Certified Sand & Finisher status.

Master Skillset Credential	Number of Required Projects*
Master of Circles & Curves	5 submissions completed and approved
Master of Colors & Finishes	10 submissions completed and approved
Master of Marquetry & Inlays	3 submissions completed and approved
Master of Medallions	3 submissions completed and approved
Master of Parquetry	3 submissions completed and approved
Master of Textured Wood	5 submissions completed and approved
Master of Wood Bending	5 submissions completed and approved

*Up to two submissions from the same job are permissible.

CERTIFIED CRAFTSMAN (CC)

Prerequisites

- NWFA member in good standing.
- 1 year of Certified Installer status.
- 1 year of Certified Sand & Finisher status.

Assessment

- Completion and approval of four of the seven Master Skillsets: Circular/Curved Application, Color & Finish, Marquetry/Inlay, Medallions, Parquetry, Textured Wood, and Wood Bending.



CERTIFIED MASTER CRAFTSMAN (CMC)

Prerequisites

- NWFA member in good standing.
- Certified Craftsman status.

Assessment

- Completion and approval of all seven Master Skillsets: Circular/Curved Application, Color & Finish, Marquetry/Inlay, Medallions, Parquetry, Textured Wood, and Wood Bending.
- Completion and approval of specialty Master Craftsman project.



CERTIFICATION COSTS

Certification Testing	Member	Non-Member
Sales Advisor Certification Test	\$300	N/A
Installation Certification Test	\$400	N/A
Sand & Finish Certification Test	\$400	N/A
Master Skillset Credential Application	\$200	N/A
Inspector Certification Test	\$350	N/A

PROCTOR



All NWFA Certified Professionals in good standing qualify to become a Proctor for NWFA Certification Testing. Proctors are responsible for monitoring and qualifying examinees during their Installation and Sand/Finish Certification tests. Completion of the NWFA Proctor module is required to qualify as an official NWFA Proctor.



EDUCATION PRESENTERS



Build your professional portfolio by becoming a qualified presenter of NWFA education materials to establish yourself as the wood flooring expert in your market.

ARCHITECT & DESIGN CONTINUING EDUCATION PRESENTER

NWFA offers a variety of courses on specific wood flooring topics that are approved as continuing education with the American Institute of Architects (AIA) and the International Design Continuing Education Council (IDCEC), which includes the American Society of Interior Designers (ASID), the Interior Designers of Canada (IDC), and the International Interior Design Association (IIDA). Each course is approved for continuing education units necessary for annual licensing requirements for AIA and IDCEC members. Approved presenters have access to all approved courses. See nwfa.org/ceupresenter for more details.

Prerequisites

- NWFA member in good standing.
- Complete "Becoming an NWFA CEU Presenter" course.

BECOME A VOLUNTEER INSTRUCTOR

Become an approved volunteer instructor at NWFA training events. All NWFA training events are open to industry volunteers who wish to volunteer their time giving back.

Our schools rely on volunteer instructors to ensure the students have a good training experience with diverse instruction. All instructors must have previously attended NWFA schools as a student and must become NWFA Certified in the area in which they wish to instruct (example: Certified Installer to teach Installation courses). All courses are based on, and taught to, NWFA standards.

MEETING YOUR NEEDS



NWFA's education and training programs are designed with the entire industry in mind, to meet your needs wherever you are in your wood flooring career. Multiple options are available for individuals and companies of all sizes, with customizable options offered as well. View the current schedule of events at nwfa.org/education, or contact NWFA today to find a solution that's right for you.

WWW.NWFA.ORG/EDUCATION -
800.422.4556





NWFA EDUCATION & RESEARCH FOUNDATION



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