

Instructions and Information for State of Iowa Testing Sponsorship

Please submit the testing sponsorship form no earlier than 1 month prior to being ready to sit for an exam.

Passing the State of Iowa PSI exam with a score of 75% or higher will enable you to qualify for the State of Iowa electrician licenses as a Class A Master or Journeyman, Residential Master, Residential Electrician, or one of the Special Electrician licenses with the Irrigation System wiring and Disconnect/Reconnect existing A/C or Refrigeration equipment endorsement.

REQUIREMENTS:

- **Journeyman Exam candidates must:** Have completed a U.S. Department of Labor-registered or approved registered apprentice program.
- **OR** have completed a Board-Approved Post-Secondary Electrical Program through a Community College, with at least 6000 hours of On-The-Job training and 2,000 hours of classroom training.
- **OR** have been employed as a journeyman prior to 01/01/1998, with documentation of 16,000 hours of electrical experience as a Journeyman (apprentice hours do not count), of which at least 8,000 hours were between 01/01/98 and 01/01/08.

- **Master Exam candidates must:** Have at least one year's experience, acceptable to the Board, as a licensed class A or class B journeyman electrician
- **OR** be a State of Iowa-licensed Master Class B electrician
- **OR** have been employed as a master electrician prior to 01/01/1998, with documentation of 16,000 hours of electrical experience as a master electrician (apprentice and journeyman hours do not count), of which at least 8,000 hours were between 01/01/98 and 01/01/08.

- **Residential Electrician Exam candidates must:** Have at least one year's experience, acceptable to the Board, as a licensed Special Electrician with the Residential endorsement
- **OR** have completed 6,000 hours of experience as an apprentice electrician (An applicant may take the examination after completing 5,000 hours of experience as an apprentice electrician, although the license will not be issued until the applicant has completed 6,000 hours of such experience)
- **OR** have completed 4,000 hours of experience working under the direct supervision of a Residential Master electrician, a Residential electrician, a Master electrician or a Journeyman electrician AND have successfully completed a minimum of one academic year of an approved electrical trade school
- **OR** have completed 8,000 hours of verified experience as a licensed Unclassified Person AND at least 2,000 hours of verified work experience in residential wiring
- **OR** have successfully completed an approved registered residential electrician apprentice program.

- **Residential Master Exam candidates must:** Hold a current Residential electrician or Journeyman electrician license, AND have 2,000 hours of verified experience as a Residential electrician or Journeyman electrician
- **OR** hold a current Special Electrician license with the Residential endorsement AND have 4,000 hours of verified experience.

- **Special Electrician Irrigation and/or Disconnect/ Connect Endorsement exam candidates:** have no license or experiential requirements to be sponsored for the exam.

PROCEDURES:

- **Apprentices must:** successfully complete an approved registered apprenticeship program and hold a State of Iowa Apprentice License while attending the approved apprenticeship if working where licensure is required. After completing at least 8,000 hours of On-The-Job training *and* at least 576 hours of classroom training **WORKING THROUGH YOUR PROGRAM DIRECTOR,** submit:

- 1) A letter from the Program Director attesting that the apprentice is successfully progressing toward completion of the program and has completed 8,000 hours of OJT as well as 576 classroom hours
- 2) A signed request to be sponsored by the State of Iowa for the Iowa PSI exam. (PLEASE have the Program Director contact the Electrical Examining Board office if the program has multiple apprentices testing at one time, since they may be sponsored as a group.

Unclassified Post Secondary Electrical Program (PSEP) Students must: successfully complete an approved PSEP and hold a State of Iowa Unclassified License while documenting On-The-Job training if working where licensure is required.

After completing and submitting documentation of at least 6,000 hours of On-The-Job training *and* at least 2,000 hours of Board-approved classroom training, submit a signed Testing Sponsorship Request form (found at <http://www.dps.state.ia.us/fm/electrician/forms/forms.shtml>)

- **Journeyman, Masters, Residential Electricians, Residential Masters and Special Electricians must:** apply for the appropriate State of Iowa electrician license and include a signed Testing Sponsorship Request form (found at <http://www.dps.state.ia.us/fm/electrician/forms/forms.shtml>)
- Receive the Test Sponsorship Authorization Letter from the State Fire Marshal Division, Electrical Bureau, which will have a **code** needed to register with PSI for the test as well as the PSI phone number to call-in and register your exam. For general information you may call PSI at: 1-800-733-9267 or visit their website at: www.psiexams.com

AFTER THE TEST:

- **Apprentices must:** have all license fees paid. If the applicant has performed work in the State of Iowa during the years of apprenticeship but were not licensed by the state or the jurisdiction in which they were working, they will be required to bring their licensing up-to-date by submitting the fees of \$20 for each year they were not licensed as an apprentice and submitting a civil penalty fee.
- **AND** have the Program Director submit:
 - 1) The passing test certificate.
 - 2) A copy of the United States Department of Labor Certificate of Completion. Note: The Journeyman license will be issued upon completion of the apprentice program. If an applicant passes the exam but does not complete the program, the license will not be issued.
- **Journeyman, Masters, Residential Electricians, Residential Masters, and Special Electricians must:** forward the PSI passing test certificate to the Iowa Electrical Examining Board Office, along with the appropriate fee.

IF THE APPLICATION IS COMPLETE upon receipt of the passing test score and fee, the Iowa Electrical Examining Board Office will issue the license you requested.

IF THE APPLICATION IS NOT COMPLETE upon receipt of the passing test score in the Iowa Electrical Examining Board Office, you will be sent a letter describing what must be completed and submitted in order to receive the license.