

## OCCUPATIONAL AND PROFESSIONAL LICENSING BOARD OF INDUSTRIAL TRADES

### Electrician License (Low and Regular Voltage) – Application Instructions

Low voltage work is any work done at 49 volts and below. Regardless of when they were obtained, all licenses expire **November 30** on odd-numbered years.

License	Experience	Documents
Apprentice	No experience required	Employment Verification or School Enrollment
<b>Journeyman</b>		
Exam	4 years/8,000 work hours	Tax Records, Employment Verification Letter <b>and</b> NEC Code Class Certificate taken within 2 years
Waiver	Apprenticeship	Certification of Completion, Formal Designation Certificate or Official Transcripts
Reciprocity	Valid/Active state-issued license	Letter of good standing (Virginia Only)
<b>Master</b>		
Exam	8 years/16,000 work hours	Tax Records, Employment Verification Letter <b>and</b> NEC Code Class Certificate taken within 2 years
Reciprocity	Valid/Active state-issued license	Letter of good standing (Maryland/Virginia Only)

**Examination** - To sit for the exam, you must show the appropriate amount of experience. Please review the chart above. Submit an employment verification letter(s) signed off by the master as proof of experience. Letters should detail the length of time employed and experience. If you are already a master electrician in another state, submit a copy of your license.

**Waiver** – With proof of completion of a *nationally-certified* apprenticeship program, you may waive the journeyman exam.

**Reciprocity** – To apply by reciprocity, you must provide a copy of your letter of good standing from your state of origin – i.e., the state where you took your test. The letter must explicitly state that you obtained your license by exam

### Some Frequently Asked Questions

**I'm ready to take my exam. Is there a study guide?**

National Electrical Code (2011) and Ugly's Electrical Reference. The exam is **open book**.

## ***Electrician License (Low and Regular Voltage) – Application Instructions, cont’d***

### **Where can I find more information on training and resources?**

Associated Builders and Contractors (ABC) [www.abc.org](http://www.abc.org), (202) 555-1212

Department of Employment Services (DOES) Apprenticeships, <https://does.dc.gov/service/how-be-apprentice>, (202) 724-7000

Independent Electrical Contractors (IEC) Chesapeake, [www.iecchesapeake.com](http://www.iecchesapeake.com), (301) 621-9545

International Brotherhood of Electrical Workers, [www.ibewlocal26.org](http://www.ibewlocal26.org), (301) 459-2900

National Association of State Contractors Licensing Agencies, [www.nascla.org](http://www.nascla.org), (623) 587-9354

### **What will I need before I apply?**

- ✓ One 2"x2" passport-style photo (*.jpeg format*)
- ✓ Government-issued identification card (*e.g., driver's license*)
- ✓ Debit or credit card to pay application, exam, or license fees
- ✓ Employment verification letters, apprenticeship school enrollment, letter of good standing
- ✓ Valid state-issued electrician license

**Ready to apply?** Visit the **Board of Industrial Trades** (<https://dlcp.dc.gov/industrialtrades>)

**NEW APPLICANTS** – Begin your online application (<https://govservices.dcrd.dc.gov/newoplallicenses>)