

## OCCUPATIONAL AND PROFESSIONAL LICENSING BOARD OF INDUSTRIAL TRADES

### Plumbing/Gasfitting – Application Instructions

Licenses are offered for plumbing, gasfitting and a combination of both plumbing/gasfitting. Regardless of when they are obtained, licenses expire **March 31** on *even*-numbered years.

License	Experience	Documents
Apprentice	No experience required	Employment Verification or School Enrollment
Journeyman		
Exam	4 years/8,000 work hours	Tax Records and Employment Verification Letter
Waiver	Apprenticeship	Certification of Completion, Formal Designation Certificate or Official Transcripts
Master		
Exam	8 years/16,000 hours	Tax Records and Employment Verification Letter

**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.

### Some Frequently Asked Questions

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

International Plumbing Code (2012) and International Fuel Gas Code (2012). The exam is **open book**.

**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

Plumbers Local 5, [www.local5plumbers.org](http://www.local5plumbers.org), (301) 899-7861

**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
- ✓ Certificate of Completion
- ✓ Employment Verification Letter

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

**NEW APPLICANTS – To begin your online application:**

1. Under **Applicant**, click on the link to apply for a license.