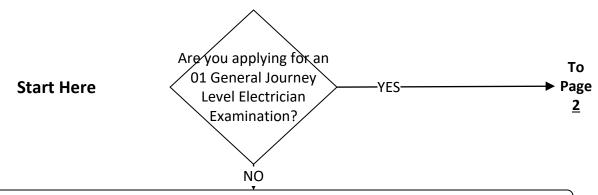


## Out of State Application for Electrical Examination Flowchart – Page 1 of 6



The fastest way to get working is to obtain a Washington electrical training certificate and go to work under supervision of an electrician in one of the specialties described in WAC <u>296-46B-920(2)</u>. Review information at www.lni.wa.gov/ElectricalTrainee and find the APPLY tab to apply online.

Compare your training and experience to Washington specialty electrician scopes-of-work in WAC 296-46B-920(2). See work experience hours required for each specialty in WAC 296-46B-945(6).

WAC <u>296-46B-945(10)</u> through (14) establish what documentation of experience is acceptable. Military electrical experience:

Mail us a copy of your DD 214 form or DD Form 4 and a copy of your Verification of Military Experience and Training (VMET) available at: https://milconnect.dmdc.osd.mil/milconnect/public/faq/Training-VMET

Send documentation of work experience to the address below. Include your Washington electrical training certificate number with all correspondence and tell us how you would like it applied.

After you have submitted enough experience to qualify for examination, and your record at <a href="www.lni.wa.gov/Verify">www.lni.wa.gov/Verify</a> reflects approval of those hours, apply for a electrician exam using an Out-of-State Electrical Examination Application.

With your application, provide proof of completion of at least 48 hours of basic classroom training on the National Electrical Code and/or electrical theory. (24 hours if applying for a 03A, 06B, 07A, 07B, 07C, 07D, 07E or 10 specialty)

Examples of basic classroom training: Completion certificates from a registered apprenticeship; or trade school; or college; or continuing education course provider; or Verification of Military Experience and Training (VMET). Correspondence courses or internet based distance learning classes are not accepted classroom training methods.

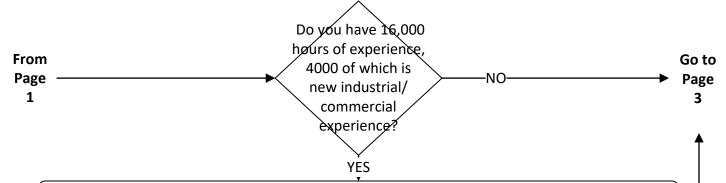
Find approved basic classroom training courses under the BASIC CLASSROOM TRAINING tab at www.lni.wa.gov/ElectricalEducation.

Mailing address for your supporting documentation, exam application, and application fee:

Electrical Licensing and Certification PO Box 44460 Olympia WA 98504-4460



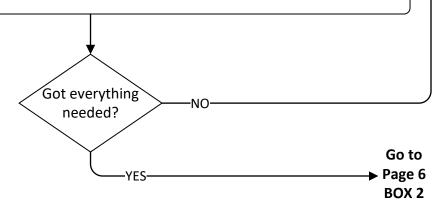
# Out of State Application for Electrical Examination Flowchart – Page 2 of 6



Complete an Out-of-State Electrical Examination Application:

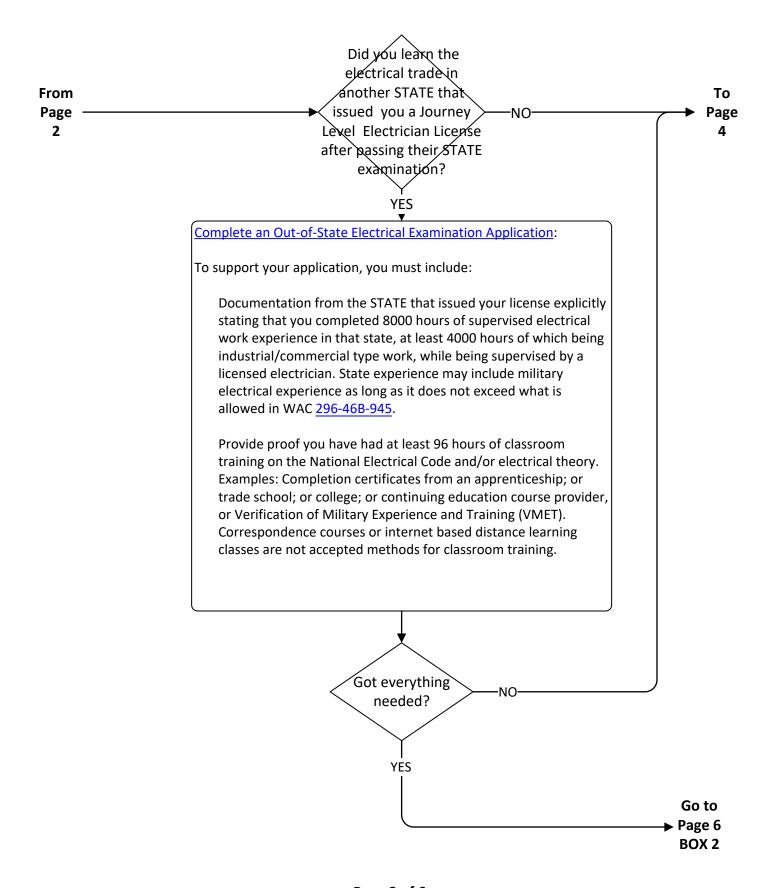
To support your application, you must include:

- An original notarized letter of work experience (not a photocopy) provided by: A nationally recognized
  contractor/labor organization; or appropriately state licensed electrical contractor; or your lawful
  employer if coming from a state without contractor licensing laws accompanied by documentation
  verifying you have worked the hours being claimed. Letters of work experience must be composed on
  the letterhead of the provider. See Notes on Page 6 for additional information.
- Documentation must be specific as to exact dates of employment, number of hours worked, type of
  work performed (e.g., low voltage, HVAC/R, residential, commercial, industrial, etc.) and a description
  the on-the-job supervision (by who, how much of each day if it was required) you had while you were
  learning the trade. 16,000 hours of electrical work experience is required to qualify for a journey level
  electrical exam. At least 4000 of the 16,000 hours must be new industrial/commercial installations.
- If you are not providing a notarized letter of work experience from a nationally recognized contractor/ labor organization, provide proof of employment for all experience - payroll summary, W-2's or Social Security Certified Itemized Statement of Earnings - SSA-7050-F4.
- Also provide proof you have had at least 96 hours of basic classroom training on the National Electrical Code and/or electrical theory. Examples: Completion certificates from an apprenticeship; or trade school; or college; or continuing education course providers; or Verification of Military Experience and Training (VMET). Correspondence courses or internet based distance learning classes are not accepted classroom training methods.



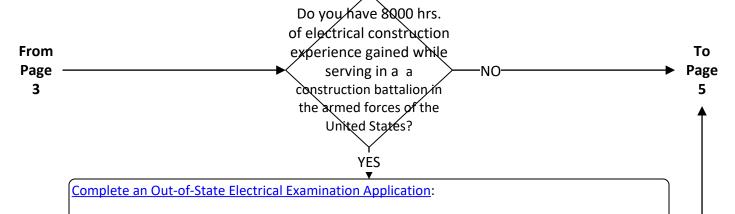


# Out of State Application for Electrical Examination Flowchart – Page 3 of 6





# Out of State Application for Electrical Examination Flowchart – Page 4 of 6

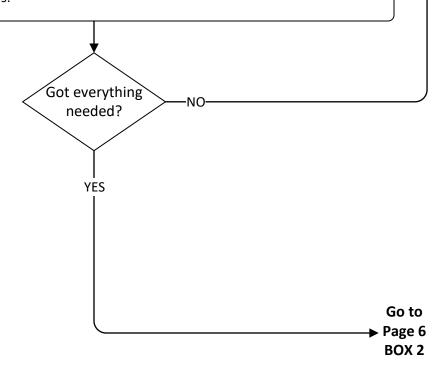


You may qualify for examination if you have 8000 hours of experience in the electrical construction trade installing and maintaining electrical wiring and equipment for installations of a type regulated under RCW 19.28 while serving in a construction battalion in the armed forces of the United States

To support your application:

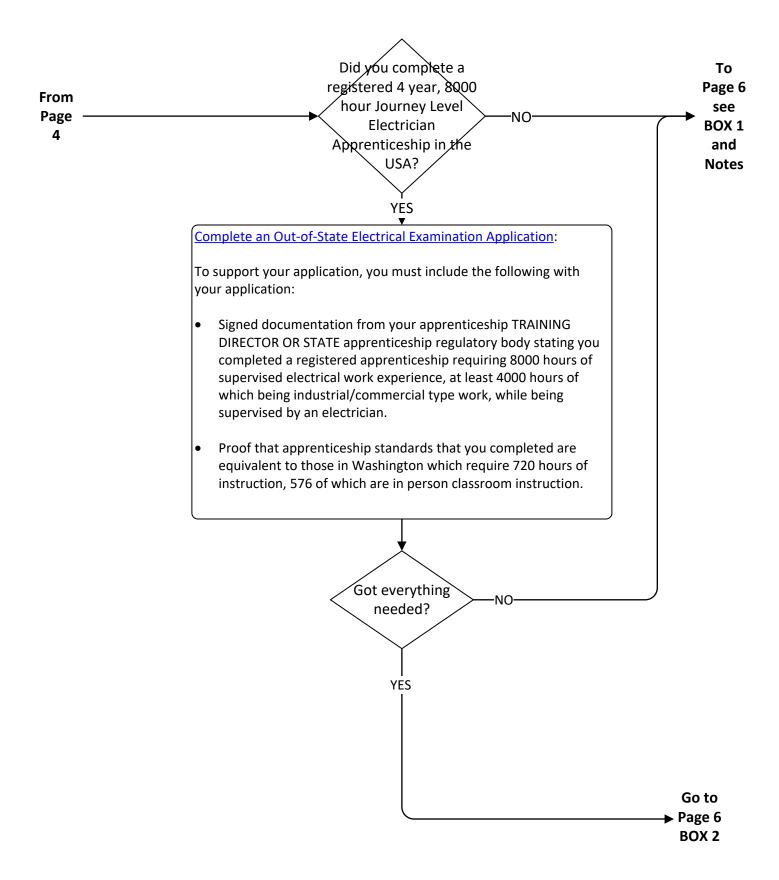
- Include a copy of your DD 214 form or DD Form 4 and a copy of your Verification of Military Experience and Training (VMET) available at: <a href="https://milconnect.dmdc.osd.mil/milconnect/public/faq/Training-VMET">https://milconnect.dmdc.osd.mil/milconnect/public/faq/Training-VMET</a>
- Include additional documentation of your electrical experience if you have it. More is better.

Keep copies of what you send to us.





# Out of State Application for Electrical Examination Flowchart – Page 5 of 6



## Out of State Application for Electrical Examination Flowchart – Page 6 of 6

## **BOX 1**

If you need to work in the electrical trade in Washington before you qualify for and pass an open book electrician examination, you can obtain an electrical training certificate and work for an electrical contractor in one of the specialty occupations outlined in WAC 296-46B-920(2).

To perform work limited to (01) journey level electricians as a trainee, learn about requirements at: www.lni.wa.gov/ElectricalApprenticeship

The quickest way to get a training certificate is online at: <a href="www.lni.wa.gov/ElectricalTrainee">www.lni.wa.gov/ElectricalTrainee</a>, find the APPLY tab.

Fill out required information, pay a fee, print your receipt to carry with you until your card arrives

## BOX 2

We will let you know by mail if your application is approved or denied. If your application is approved, we will mail your exam eligibility letter to the mailing address you provided on this application. The letter will include instructions about how to schedule an exam at a test center near you, nationwide.

After you receive your eligibility letter, you may register and schedule your exam via the Internet at: <a href="https://test-takers.psiexams.com/walaborind">https://test-takers.psiexams.com/walaborind</a>, or by telephone at (855) 834-8751.

Find out everything about the exam:

https://candidate.psiexams.com/bulletin/

display bulletin.jsp?ro=yes&actionname=83&bulletinid=382&bulletinurl=.pdf

## **Notes:**

- If you are a Canadian Red Seal journeyperson construction electrician, and you have a Social Security number issued by the United States of America Social Security Administration:
   <u>Complete an Out-of-State Electrical Examination Application</u> and provide a copy of your endorsement, supporting documentation and a government issued photo ID with your application. See WAC <u>296-46B-945</u>(15) for more information.
- For other considerations for military or out of country experience, see WAC 296-46B-945.
- Only lawfully obtained experience is acceptable. No self-verification of electrical training experience will be accepted.
- Questions? Contact us at: ElectricalProgram@lni.wa.gov.



## Out of State Application for Electrical Examination

Electrical Licensing and Certification PO Box 44460 Olympia WA 98504-4460 www.Lni.wa.gov/Electrical

For receipt of delivery, send by certified mail.

## After reviewing the flowchart, check one:

I am applying for a specialty electrician exam.	
I am applying for the (01) general journey level exam using the 16,000 hour allowance	
I am applying for the (01) general journey level exam using the out of state license allowance.	
I am applying for the (01) general journey level exam using the 8000 hour military construction	
battalion allowance.	
I am applying for (01) general journey level exam using the equivalent out of state apprenticeship	
completion allowance.	
I am applying for (01) general journey level exam using the allowance for Canadian Red Seal	
journeyperson construction electricians as allowed in the flowchart Notes section.	

## Complete the checklist to determine your eligibility for examination.

Requirement	Yes	No
My application form is complete. I have provided all information requested.		
I have dated and signed the application.		
I have included the \$107.60 fee with my application. (Make checks payable to: <b>Department of Labor &amp; Industries</b> )		
With my application, I am including necessary proof of my out-of-state electrical work experience that could qualify me for the examination based on the attached Out of State Application for Electrical Examination Flowchart and WAC 296-46B-945.		
I am mailing everything to the address at the top left corner of this form.		
I am <i>not</i> including the 6-page flowchart with my application.		

If you answered "No" to any of the statements above, STOP — your application will likely be denied.

### Notes:

- We will let you know by mail if your application is approved or denied. If your application is approved, we
  will mail your exam eligibility letter to the mailing address you provided on this application. The letter will
  include instructions about how to schedule an exam.
- Learn more about being an electrician in Washington: <a href="www.Lni.wa.gov/Licensing-Permits/Electrical/Electrical-Licensing-Exams-Education/Electrician">www.Lni.wa.gov/Licensing-Permits/Electricial/Electrical-Licensing-Exams-Education/Electrician</a>
- Once you successfully pass the examination, you will receive your certificate within 1 2 weeks. The receipt for your certification acts as your certificate for 30 days.
- Check the status of your certificate online at: <a href="www.lni.wa.gov/Verify">www.lni.wa.gov/Verify</a>



## Out of State Application for Electrical Examination

Mail application & fee to: Electrical Licensing and Certification PO Box 44460 Olympia WA 98504-4460 www.Lni.wa.gov/Electrical

For receipt of delivery, send by certified mail.

Enclose a check or money order payable to Department of Labor & Industries for \$107.60. (\$41.40 is nonrefundable after application is submitted)

Applicant Information							
Name (Last, First, Middle Initial)			Date of Birth				
Mailing Address			Social Securi	ty Number (for I	D only)		
City	State	Zip Code	Daytime Phone (include area code)				
Email Address							
I am applying for the Ele (See <u>WAC 296-46B-920</u> for			pe checked belo	w:			
(01) General		☐ (07) Nonre	(07) Nonresidential Maintenance				
(02) Residential		• • •	(07A) Nonresidential Lighting Maintenance & Retrofit				
☐ (03) Pump and Irrigati	on	☐ (07B) Res	(07B) Residential Maintenance				
(03A) Domestic Well		☐ (07C) Res	(07C) Restricted Nonresidential Maintenance				
☐ (04) Signs		☐ (07D) App	liance Repair				
(06) Limited Energy S	ystem	☐ (07E) Equ	☐ (07E) Equipment Repair				
(06A) HVAC/Refrigera	ation	☐ (10) Door,	☐ (10) Door, Gate, and Similar Systems				
(06B) HVAC/Refrigera	ation – Restricted						
Select "Yes" or "No" to	the following question	ons:					
Have you previously been a certified electrician or trainee with this agency?				☐ Yes	☐ No		
Is this your first application for an electrician exam certificate with this agency?				Yes	☐ No		
All applications and notarized department. Keep copies to		tted must be originals	s and become the	property of the	е		
I declare under penalty of correct.	perjury under the law	s of the State of Wash	nington that the fo	pregoing is true	and		
Applicant's Signature			Date				

Index: AUDRL