

**Michigan Department of Licensing and Regulatory Affairs
Bureau of Construction Codes**

Notice to Veterans

In accordance with 2012 PA 313, any veteran providing satisfactory proof of separation from the armed forces of the United States under **“honorable”** or **“general under honorable conditions”** is exempt from registration, licensing and examination fees. For consideration, please attach a copy of either a **DD-214**, and/or **DD-215** to your application.

If you do not have a DD-214 or DD-215 in your possession, please contact the Michigan Veterans Affairs Agency at (517) 284-5298 for assistance.

The Electrical Division may be contacted at (517) 241-9320 if you have any questions prior to submission.

ELECTRICAL CONTRACTOR EXAMINATION

IMPORTANT INFORMATION

PLEASE READ THIS INFORMATION THOROUGHLY

The examination is 40 multiple-choice questions, with a 1-1/2-hour time limit, and requires a score of 75% or above to pass. The examination covers information from: Public Act 217, Public Act 230, Michigan Electrical Code Rules Part 8, and the Electrical Administrative Board General Rules.

The bureau will supply the above referenced material at the examination. You will not be allowed to bring in your own. However, if you wish to preview the material you can download them from the Internet using the information provided below.

GO TO: www.michigan.gov/bcc

CHOOSE: **FORMS**

SCROLL DOWN TO THE ELECTRICAL DIVISION:

UNDER RELATED ACTS AND RULES YOU SHOULD PRINT:

Act 217 of 1956

Act 230 of 1972

Electrical Administrative Board General Rules

Electrical Code Rules (Michigan Part 8)

Examination results are sent to you approximately 30 days after the examination. DO NOT CALL FOR RESULTS, THEY CANNOT BE GIVEN OVER THE TELEPHONE, AND WILL ONLY SLOW DOWN THE PROCESS.

If you receive an admission card and are unable to attend the examination and would like to be transferred to another test date: Return the admission card with a cover letter indicating another date/location either prior to the exam or within 10 days after the examination. **IF NOT SENT BY 10 DAYS AFTER THE EXAMINATION THE \$100 FEE WILL BE FORFEITED.**

If you pass the examination, an application for licensure and information packet will be sent with your results.

If you fail the examination an application will be sent for you to reapply.

GENERAL INFORMATION

Contractor licenses are issued in 3-year cycles, everyone is on the **same** 3-year cycle, therefore, the fee is prorated depending on which year of the cycle we are in.

The fee for an Electrical and Fire Alarm Contractor license is \$300.00 for the full 3-years, \$200.00 in the 2nd year of licensing, and \$100.00 in the 3rd year.

The fee for a Sign Specialty Contractor license is \$200.00 for the full 3-years, \$134.00 in the 2nd year of licensing, and \$67.00 in the 3rd year.

Application for Electrical/Fire Alarm/Sign Contractor Examination

Michigan Department of Licensing and Regulatory Affairs
Bureau of Construction Codes / Electrical Division
P.O. Box 30255, Lansing, MI 48909
517-241-9320
www.michigan.gov/bcc

Agency Use Only

Examination Fee: \$100.00 (nonrefundable)

Authority: 1956 PA 217
Completion: Necessary For Examination Consideration
Penalty: Application Cancelled and Fee Forfeited

LARA is an equal opportunity employer/program. Auxiliary aids, services and other reasonable accommodations are available upon request to individuals with disabilities.

Instructions:

- Complete and sign application. Type or print in ink.
- Application and fee must be received 20 business days prior to the examination date.
- Enclose a check made payable to the **State of Michigan**.
- Mail completed application and payment to the address listed above.

Applicant Information

NAME (Last Name, First Name, Middle Initial)		DATE OF BIRTH	LAST 4 DIGITS OF SOCIAL SECURITY NUMBER*
ADDRESS		CITY	TOWNSHIP
COUNTY	STATE	ZIP CODE	TELEPHONE NUMBER (Include Area Code)

Current Status

Have you previously applied to take the Michigan electrical/fire alarm/sign contractor examination? Yes No

Are you currently licensed as an electrical/fire alarm/sign contractor in Michigan or any other state? Yes No

Contractor License No. _____ State _____

Examination Sites

Examinations are given at the sites listed below. Refer to the enclosed "Schedule of Electrical Board Meetings and Licensing Examinations" for examination dates. Please check below the site you wish to be examined at and indicate a preference of examination month. If approved for examination, an admission card will be mailed to you approximately 10 days prior to the examination date. If the examination you have selected is full, you will be scheduled for the next available examination at your preferred site.

<u>Preferred Site</u>	<u>Preferred Month</u>
<input type="checkbox"/> Lansing Area	_____
<input type="checkbox"/> Escanaba	_____

If you have a disability and require an accommodation to take the examination, please submit written documentation from a professional (education professional, doctor, psychologist, psychiatrist) to certify that your disabling condition requires the requested test accommodation. Forms are available from this office.

License Type Requested

INDICATE THE LICENSE TYPE YOU WILL BE APPLYING FOR UPON SUCCESSFULLY PASSING THE CONTRACTOR EXAMINATION

Electrical Contractor Fire Alarm Contractor Sign Contractor Facility Electrical Contractor
(factory, schools, hospital, etc.)

Certification and Signature

I certify the information provided is true and accurate to the best of my ability. I further understand falsification of any statement is cause for rejection of application or revocation of license, if issued.

APPLICANT'S SIGNATURE	DATE
-----------------------	------

*This information is confidential. Disclosure of confidential information is protected by the Federal Privacy Act.