Application for Journeyman, Master Electrician, Fire Alarm Specialty Technician or Sign Specialist Examination and Licensure

Michigan Department of Licensing and Regulatory Affairs
Bureau of Construction Codes / Licensing Section
P.O. Box 30255, Lansing, MI 48909
Phone: 517-241-9316
lara-bcc-licensing@michigan.gov

EXPERIENCE REQUIREMENTS –

{For Out of State applicants/experience, please also see the Out of State License Verification form as you may receive credit for experience earned from other states.}

MILITARY/UNIFORM SERVICE WAIVERS

Fee waiver:

To waive the application fee, you must submit, with the application, proof of active service (i.e.: military ID) OR Proof of dependency (i.e., parent or spouse military ID and birth certificate or marriage certificate & military member papers,)

Examination waiver:

Licensure without examination is possible IF the applicant:

Provides proof that the applicant is A member of the armed forces or uniformed services, A veteran, or A dependent of a member of the armed forces, a member of the uniformed services, or a veteran **AND** has an active, valid electrical license in at least 1 other state of the United States.

To meet this waiver please complete the MILITARY/UNIFORMED SERVICES EXAMINATION WAIVER FORM (MILITARY EXAMINATION WAIVER PROCEDURE) found at www.michigan.gov/bcc, Forms, Licensing and attach that to this application.

Fire Alarm Specialty Technician must be at least 20 years old and has certification by the national institute for certification in engineering technology as an associate engineering technician, level II, EAS Certified Fire Alarm Technician II (CFAT) or the equivalent as determined by the board, in the field of fire alarm systems technology. Attach applicable certificate to this application.

THE FOLLOWING MUST PROVIDE NOTARIZED DOCUMENTS FROM EMPLOYER(S) THAT INCLUDES:

1) **Dates from (mm/dd/yyyy) to (mm/dd/yyyy)….. employed with company**
2) **Hours ….. electrical experience attained**
3) **Type of *electrical* experience related to electrical construction or maintenance of buildings, or electrical wiring or equipment**
4) **Supervised by Michigan licensee as specified under each license type below.**

Journey Applicant: must be at least 20 years of age and must **provide notarized documentation** from present and former employers verifying the applicant has not less than 8,000 hours experience obtained over a period of at least 4 years related to electrical construction or maintenance of buildings, or electrical wiring or equipment under the **direct supervision of an individual licensed pursuant to the act**.

Supervised by Michigan licensed electrician (Journey or Master)

Master Applicant: must be at least 22 years of age and must **provide notarized documentation** from present and former employers verifying the applicant has at least 12,000 hours of experience that was obtained over a period of 6 years or more, is related to electrical construction, the maintenance of buildings, or electrical wiring or equipment and was performed under the **supervision of a master electrician** and **has held an electrical journeyman license for at least 2 years.**

Supervised by a Michigan licensed MASTER electrician.

Sign Specialist: must be at least 18 years old and **provide notarized documentation** from present and former employers verifying the applicant has at least 4,000 hours of experience that was obtained over a period of not less than 2 years, related to the manufacture, installation, maintenance, connection or repair of electric signs and related wiring, as **verified by a contractor licensed under the act**. Demonstrate the successful completion of a course concerning the installation, maintenance, connection, or repair of electric signs and related wiring as contained in the sign electrician's workbook published by the American Technical Publishers, Inc. or any other course designed to address the installation, maintenance, connection, or repair of electric signs and related wiring, as approved by the board.

Signed by the licensed contractor.

*****PLEASE BE SURE THAT THE LETTER IS PROPERLY NOTARIZED *****
THE NOTARY MUST SIGN AND DATE THE DOCUMENT OR IT WILL NOT BE ACCEPTED

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Agency Use Only

Authority: 2016 PA 407 Penalty: Failure to provide the information requested may result in denial of your request.,	LARA is an equal opportunity employer/program. Auxiliary aids, services and other reasonable accommodations are available upon request to individuals with disabilities.

Apply and pay online at https://aca3.accela.com/lara OR mail completed application, required documents, and license fee to address above.

If you require an accommodation to take the examination, please submit written documentation from a professional (educational professional, doctor, psychologist, psychiatrist)

******* Any documentation submitted with your application becomes property of the State of Michigan and will not be returned.**

Please Check One:	☐ **Journeyman Electrician**	☐ **Master Electrician**
	☐ **Fire Alarm Specialty Technician**	☐ **Sign Specialist**

Applicant Information

NAME (First Name, Middle Initial, Last Name)			SOCIAL SECURITY NUMBER
ADDRESS	CITY		APPRENTICE REGISTRATION OR JOURNEYMAN LICENSE NUMBER IF APPLYING FOR MASTER ELECTRICIAN EXAM
COUNTY	STATE	ZIP CODE	TELEPHONE NUMBER (Include Area Code)
E-MAIL ADDRESS			

CERTIFICATION AND SIGNATURE

I certify that I meet all the requirements of 2016 pa 407 for the examination and license for which I am applying and that the statements in this application and associated documents are true and correct. I am aware that obtaining a license fraudulently is grounds for disciplinary action.	
APPLICANT'S SIGNATURE	DATE

Fee Payment Information	For office Use Only - Validation
You will be notified by the third-party testing agency (PSI) with instructions on how to schedule your examination. The examination fee will be paid to PSI at that time Pursuant to statute, the license fee must be paid at time of application. Journeyman Electrician License $40.00 (104) Sign Specialist License $40.00 Fire Alarm Specialty Technician License $50.00 Master Electrician License $50.00 **APPLICATION FEES ARE NON-REFUNDABLE** Make your check or money order payable to **STATE OF MICHIGAN – BCC** ☐ **Military/Uniform Services fee/examination waiver.** **Note:** The application fee is waived if the applicant is actively serving, a veteran honorably discharged, or a dependent of an active member or veteran and provides proof. Examination may be waived if applicant meets requirements. See all requirements on page 1. **APPLICANT MUST SIGN THIS DOCUMENT**	