

plumbing learner. For this purpose, a master plumber or master plumber-restricted may act as a journeyman plumber or journeyman plumber-restricted, respectively.

For any construction or installation that requires a uniform building permit under SPS 320.08, persons, entities, or businesses which hold licenses, certifications, or registrations as identified in SPS 305 may not commence work until a permit is issued.

Education Hours Required to Renew: The renewal of a license as a master plumber-restricted service shall be contingent upon the master plumber-restricted service obtaining at least 12 hours of acceptable continuing education three months prior to the expiration date of their credential. A person who holds a license as a master plumber-restricted service may apply to the department for waiver of the continuing education requirements on the grounds of prolonged illness or disability or similar circumstances. Each application for waiver shall be considered individually on its merits by the department.

Applying for Master Plumber - Restricted Service License

A person may obtain a credential as a licensed master plumber-restricted service by one of the following methods:

- Method 1 Completing the necessary hours of experience and taking and passing the master plumber-restricted service license examination.
- Method 2 Submitting evidence that the person possesses a master plumber-restricted service license-retiree.
- Method 3 A person who held a master plumber-restricted service license but exchanged it for a journeyman plumber-restricted service license may, upon application to the department, exchange his or her journeyman plumber-restricted service license, for a master plumber-restricted service license. If the exchange is made at the time of renewal a credential fee of \$500 for the master plumber-restricted service license shall be submitted.

Special Processing Note: If you hold a current license from another state, or under the ordinances of any city, town or village, you must first complete a petition for variance in accord with SPS 305.90(4)(c) and (d). Upon successful completion of the variance process, complete the examination application as specified in Method 1 and provide a copy of the petition approval correspondence.

A petition application and information on the petition process may be obtained by contacting the Safety and Buildings Plan Entry Unit at 608-261-8491. The Application for Credentialing Petition for Variance (form SBD-9890SPS305) can also be found on S&B's WebSite, <http://dsps.wi.gov/sb/docs/SB-FormPetition9890Comm5.doc>

Method 1 - Experience and Examination

Application and Exam Fee (nonrefundable): \$50.00 class code 7630

Make checks payable to: State of WI - DSPS. The fee consists of a \$20 application fee and an exam fee of \$30. When the exam is passed, the applicant will be asked to pay a \$500 credential fee, prorated because the credential expires on a specific date. The credential, which will be issued after the exam is passed and the prorated credential fee paid, is effective for four years from March 31.

Qualifications for Examination: A person applying for a master plumber-restricted service license examination shall have at least 1,000 hours of experience per year for at least two years as a Wisconsin licensed journeyman plumber-restricted service.

If the experience you gained spanned more than 12 months use a separate row for each 12-month period. In the Time Period column fill in the beginning month and year and the ending month and year in which the experience hours were completed. In the Experience Hours column fill in the number of hours claimed for that time period but do not record more than 1000 hours in the column even if you worked more than 1000 hours. If the hours were witnessed by more than one person, the hours witnessed by each person must be filled in on separate rows. Photocopies of this page may be made if you need additional room or would like to mail to witnesses to sign. The witness must have observed or had knowledge of the number for work hours performed in plumbing. If the person signing is not the master plumber or master plumber-restricted service who supervised your work, attach an explanation and have the master who is in charge on the premises sign below.

Time Period		Experience Hours	Hours Witnessed by (please print or type)	Signature of Witness	Wisconsin State License Number	Telephone Number of Witness
Began Month/Yr	Ended Month/Yr					

In order to obtain the credential the applicant must obtain a score of at least 70% on an examination. The exam will cover Chapter 145, Wisconsin Statutes; and cSPS 305 and SPS 382-387, Wisconsin Administrative Code; NFPA 13D-2002. The exam is open code book, component manuals, NFPA, and statutes. When there is a change to Wisconsin Administrative Codes, exams will cover the new code one month after the effective date.

Copies of current Wisconsin Administrative Codes and Chapter 145 may be obtained from Document Sales, 608-266-3358 or 800-362-7253. The NFPA standards 13 (2002 edition) may be ordered from the National Fire Protection Association, 800-344-3555.

You will need a knowledge of the component manuals for the various POWTS. You may bring these to the exam site. The component manuals are free online: http://dsps.wi.gov/php/sb-ppalopp/prodcode_result.php/POWTSM/POWTS_COMPONENT_MANUAL. They can also be purchased from Document Sales, 608-266-3358 or 800-362-7253. The publication titles and numbers are as follows:

Manuals #	Document Title
SBD-10855-P	Holding Tank Version 2.0
SBD- 10854-P	At-Grade Version 2.0
SBD-10656-P	Split Bed Recirculating Sand Filter System
SBD-10595-P	Single Pass Sand Filter
SBD-10628-P	Recirculating Sand Filter
SBD-10657-P	Drip-Line Effluent Dispersal
SBD-10705-P	In-Ground Soil Absorption
SBD-10691-P	Mound
SBD-10706-P	Pressure Distribution

Additional training materials relating to this credential are available and may also be ordered through Document Sales 608-266-3358 or 800-362-7253. Caution: The manuals are intended to be training guides and may not match the current code.

SBD-8536-P	Cross Connection Control Manual
SBD-8869-P	Drain and Vent System Design
SBD-8036-P	Sizing the Water Supply System
SBD-9138-P	Wisconsin Water Treatment Handbook
SBD-10089-P	Wisconsin POWTS Inspector Handbook
SBD-9046-P	Soil & Site Evaluation Handbook
SBD-10810-P	Multipurpose Piping Systems Design Manual

To Schedule a 2012 exam:

- Choose a **city** and **time** and put a check mark behind the date you would like to take the exam.
- Indicate **FIRST CHOICE (1)** and **SECOND CHOICE (2)** in the event one exam site is filled.
- Submit the **fee and this application to the division at least 30 days in advance of the exam date chosen**. Keep a copy of this application for your records. You are only allowed to schedule one exam session at a time for each credential type. Applications sent in for multiple exam sites into the future will be denied and a refund will not be issued.
- You will receive a letter from DSPS when division staff processes your exam request.
- If you need special accommodations, please contact us at (608) 261-8467 or DSPPSSBCredentialing@wi.gov

Select one: AM (Starts at 8 a.m.) **or** PM (Starts at 1 p.m.)

Pewaukee (2012) – WCTC Education Center, 800 Main St, Pewaukee, WI 53072

May 23 June 20 July 25 August 22 September 26 October 24 November 28 December 19

Eau Claire (2012) – The Plaza Hotel & Suites, 1202 W Claremont Ave, Eau Claire, WI 54701

June 12 August 14 October 9 December 11

Green Bay (2012) – Hyatt on Main (formerly Hotel Sierra) 333 Main St, Green Bay, WI 54301

July 17

Appleton (2012) – Fox Valley Technical College, 1825 North Bluemound Dr, Appleton 54914

September 11 November 6

Method 2 - Possession of a Master Plumber-Restricted Service License-Retiree

The fee for applying for the credential using method 2 is as specified in the following table:

Month Application is mailed	Fee	Month Application is mailed	Fee	Month Application is mailed	Fee
January	\$426.25	May	\$509.58	September	\$467.92
February	\$415.83	June	\$499.17	October	\$457.50
March	\$405.42	July	\$488.75	November	\$447.08
April	\$520.00	August	\$478.33	December	\$436.67

Record the amount of the fee you will be sending in the box below:

Fee Submitted (nonrefundable): class code 7630

Make checks payable to: State of WI - DSPS. The fee consists of a \$20 application fee and a prorated \$500 credential fee. The credential will be effective for four years from March 31.

ATTACH the original of your master plumber-restricted service license-retiree.

Note: Retiree licenses have been discontinued and once turned in will not be reissued.

Method 3 - Possession of a Journeyman Plumber-Restricted Service License which had been Exchanged for a Master Plumber-Restricted Service License

The fee for applying for the credential using Method 3 is as specified in the following table:

Month Application is Mailed	Fee	Month Application is Mailed	Fee	Month Application is Mailed	Fee
January	\$406.25	May	\$489.58	September	\$447.92
February	\$395.83	June	\$479.17	October	\$437.50
March	\$385.42	July	\$468.75	November	\$427.08
April	\$500.00	August	\$458.33	December	\$416.67

Record the amount of the fee you will be sending in the box below:

Fee Submitted (nonrefundable): class code 7630

Make checks payable to: State of WI - DSPS. The fee consists of a prorated \$500 credential fee. The credential will be effective for four years from March 31.

ATTACH the original of your old master plumber-restricted service license. You must have completed the necessary hours of continuing education.