

Master Electrician License



Your application will not be processed or will be delayed unless you:

- 1. Complete the application including signing and dating the first page.
- 2. Write in your social security number.
- 3. Attach the specified documents listed on this application.
- 4. Attach the specified fee listed on this application.
- 5. Make a photocopy of the completed application for your records.

By signing below, the applicant swears that all information provided on this application is true, accurate and that the credential requirements are met. Notice: Information collected may be used for participation surveys, eligibility for approvals, law enforcement (including child support and tax delinquency enforcement) purposes and other secondary purposes. The Department may also provide this information to requesters pursuant to Wisconsin's open records law, ss. 19.31-19.39 stats. Social security numbers are required when applying for a license per Wisconsin Stats, but they may not be disclosed to anyone except other State of Wisconsin governmental agencies.

Applicant Information	
Applicant's Social Security No:	
Applicant's Name (First, Middle and Last):	
Address No. & Street, or P.O. Box:	
City, Town or Village, State, Zip + 4 Code:	
Country, If Other Than United States:	
Telephone No. (include area code):	
If Available, Fax No. (include area code):	
If Available, E-mail Address:	

Applicant's Signature Date (mo/day/yr)

Send application and payment to: DSPS Trades Credentialing, PO Box 78780, Milwaukee, WI 53293-0780.
Overnight mail delivery and office location: DSPS Trades Credentialing, 1400 East Washington Ave., Madison, WI 53703
All other correspondence: DSPS Trades Credentialing, , PO Box 7082, Madison, WI 53707 Phone: 608-261-8467. TTY: Contact through Relay or DspSbCredentialing@wi.gov.

Reason for Credential: Except as provided under s. 101.862(4), Stats., no person as of April 1, 2013 may install, repair or maintain electrical wiring unless the person holds a license or registration issued by the department as a licensed master electrician, licensed residential master electrician, licensed journeyman electrician, licensed industrial journeyman electrician, licensed residential journeyman electrician, registered beginning electrician, registered electrical apprentice, registered industrial electrical apprentice or a registered residential electrical apprentice. A person holding a master electrician certification may apply without examination for a commercial electrical inspector certification.

Requirements of Credential: For any electrical installation that requires a uniform building permit under SPS 320.08, a person who holds a master electrician license may not commence installation of electrical wiring until a permit is issued for the installation. A person who as a licensed master electrician is responsible for the installation, repair or maintenance of electrical wiring shall utilize the appropriately licensed or registered individuals to construct, install, repair or maintain electrical wiring.

Education Hours Required to Renew: The renewal of a master electrician license shall be contingent upon the master electrician obtaining at least 24 hours of acceptable continuing education three months prior to the expiration date of their credential. A person who holds a license as a master electrician 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 Electrician License

A person may obtain a credential as a licensed master electrician by one of the following methods:

- Method 1 Completing the necessary hours of experience and taking and passing the master electrician license examination.
 Method 2 A person who held a master electrician license but exchanged it for a journeyman electrician license may, upon application to the department, exchange his or her journeyman electrician license, for a master electrician license. If the exchange is made at the time of renewal a credential fee of \$200 for the master electrician license shall be submitted.

Apply for the credential by following the instructions for Method 1 or Method 2.

Method 1 - Experience or Degree and Examination

Application and Exam Fee (nonrefundable): \$ 65.00 **class code 7631**

Make checks payable to: State of WI – DSPS. The fee consists of a \$35 application fee and an exam fee of \$30. When the exam is passed, the applicant will be asked to pay a \$200 credential fee which will be 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, will be effective for four years from June 30th.

Qualifications for Examination: A person applying for a master electrician license examination shall have at least 1,000 hours per year of experience for at least 7 years in electrical construction work. If a person has successfully completed semesters in a school of electrical engineering or other accredited college, university, technical or vocational school in an electrical-related program, the applicant may claim 500 hours of experience for each semester up to a total of 3,000 hours and 3 years toward the required experience.

The time period does not have to be consecutive years from one row to the next. 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 of work hours performed in electrical construction. Electrical construction means the installation of electrical wiring. Electrical construction does not include the maintenance, repair or fabrication of electrical equipment or the installation of electrical wiring and equipment covered by ch. PSC 114.

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

For each semester in a school of electrical engineering or an electrical-related program, specify the beginning and ending date of the semester, record 500 hours of experience, write the name of the school, and **Attach** a copy of the official transcripts from the school to this form. No experience hours should be recorded if official transcripts are unavailable. This must be full-time schooling, not part time or evening classes.

Time Period		Experience Hours	Name of School
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 information contained in SPS 305 and SPS 316, Wisconsin Administrative Code and the 2008 National Electrical Code. The exam is open book. Copies of current Wisconsin Administrative Codes may be obtained from Document Sales, 608-266-3358 or 800-362-7253. Copies of current National Electrical Codes may be purchased from the National Fire Protection Association, 800-344-3555. When there is a change to Wisconsin Administrative Codes, exams will cover the new code one month after the effective date. Current code development projects can be viewed here: <http://dsps.wi.gov/SB/SB-CodeDevelopment.html>

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 DSPPSBCredentialing@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 Journeyman Electrician License which had been exchanged for a Master Electrician License

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	\$209.98	May	\$193.30	September	\$226.66
February	\$205.81	June	\$189.13	October	\$222.49
March	\$201.64	July	\$235.00	November	\$218.32
April	\$197.47	August	\$230.83	December	\$214.15

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

Fee Submitted (nonrefundable): \$ **class code 7631**

Make checks payable to: State of WI – DSPS. The fee consists of a prorated \$200 license fee and a \$35 application fee. The license will be effective for four years from June 30th.

Attach the original of your old master electrician license. You must have completed the necessary hours of continuing education.