



system as a licensed automatic fire sprinkler contractor shall utilize the appropriate credentialed persons to install, inspect, test or maintain automatic fire sprinkler systems. A person who holds the credential shall carry on his or her person the credential issued by the department while performing or conducting the activity or activities permitted under the credential. 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 construction or installation until a permit is issued.

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

**Qualifications for Examination:** A person applying for an automatic fire sprinkler contractor license examination shall have one of the following qualifications associated with the design, installation and maintenance of automatic fire sprinkler systems:

- At least 1,000 hours of experience per year for at least 3 consecutive years as a licensed journeyman automatic fire sprinkler fitter.
- Graduated from an accredited four-year university or college with a degree in civil engineering, mechanical engineering or other approved engineering curriculum related to automatic fire sprinklers.
- At least 1,000 hours of experience per year for at least seven years in automatic fire sprinkler design or installation. Each semester spent full-time in a school of civil or mechanical engineering or other accredited college, university, technical or vocational school in an automatic fire sprinkler-related program shall be considered equivalent to 500 hours of experience, with no more than 3,000 hours and three years of experience through education being credited toward the seven years of experience.
- A level III certification in fire protection/automatic fire sprinkler system layout from the national institute for certification in engineering technologies. Attach a copy of the certificate.

If the experience you gained spanned more than 12 consecutive 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 1,000 hours in the column even if you worked more than 1,000 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 as a journeyman automatic fire sprinkler fitter or in the design or installation of systems.

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

For each semester in a school for civil engineering or mechanical engineering or other approved engineering curriculum related to automatic fire sprinklers, 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 |                  |                |
|                |                |                  |                |
|                |                |                  |                |
|                |                |                  |                |
|                |                |                  |                |
|                |                |                  |                |

**Examination:** 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 382.41; and NFPA standards 13 (2007 edition), 13R (2007 edition), 14, 15 (2007 editions), 20 (2007 edition), 22, and 25 (2008 edition) of the National Fire Protection Association; and Friction Loss Tables; 2009 IBC and SPS 361-365. The exam is open book. Copies of Wisconsin administrative codes may be obtained from Document Sales, 608-266-3358 or 800-362-7253. NFPA standards may be ordered from the National Fire Protection Association, 800-344-3555. When there is a change to Wisconsin codes, exams will cover the new codes one month after the effective date.

**To Schedule a 2012 exam:**

- Choose a city and put a check mark behind the date you would like to take the exam.
- Record a telephone number where you can be reached during the day in case that exam 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.
- If special accommodations are needed, contact credentialing, 608-261-8467 or [DspsSbCredentialing@wi.gov](mailto:DspsSbCredentialing@wi.gov), prior to submitting your application.
- You will receive a letter from S&B when division staff processes your exam request.

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**

January 25  February 21  March 21  April 23  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**

February 7  April 10  June 12  August 14  October 9  December 11

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

January 10  March 13  May 8  July 17  September 11  November 13

**Education Hours Required to Renew:** The renewal of a license as an automatic fire sprinkler contractor shall be contingent upon the person obtaining at least 24 hours of acceptable continuing education by March 31 of the year their credential expires. A person who holds a license as an automatic fire sprinkler contractor 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.

If you pass the exam to obtain this credential, you will not be required to take any continuing education prior to your first expiration date. You will be required to fulfill the continuing education requirements starting after you have renewed your credential for the first time. If you obtain this credential by any other method, you will be required to fulfill the continuing education requirements at least three months prior to your expiration date.