

Wisconsin Department of Safety and Professional Services

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DIVISION OF PROFESSIONAL CREDENTIAL PROCESSING

ELEVATOR APPRENTICE REGISTRATION APPLICATION INFORMATION

Requirements for Credential

Per [Wis. Admin. Code § SPS 305.994](#), the activities of an individual, who holds a registration issued by the Department as a registered Elevator Apprentice to erect, construct, alter, replace, maintain, repair, remove or dismantle conveyances shall be performed under the general supervision of a person who is a licensed Elevator Mechanic.

A person who holds a registration issued by the Department as a registered Elevator Apprentice may also:

- Maintain and repair conveyances and replace conveyance components and subsystems, except the replacement of hoist rope and governor ropes, shall be performed under the general supervision of a person who is a licensed Elevator Mechanic or a licensed Elevator Mechanic Restricted.
- Erect, construct, alter, replace, maintain, repair, remove or dismantle conveyances covered under ASME A18.1 and ASME A17.1 section 5.2 shall be performed under the general supervision of a person who is a licensed Elevator Mechanic or a licensed Lift Mechanic.

AN APPLICATION IS NOT COMPLETE UNTIL ALL OF THE FOLLOWING DOCUMENTS HAVE BEEN RECEIVED:

1. **Application and Fees:** Apply and pay fees online in LicensE, <https://license.wi.gov>. Fees will be calculated in LicensE. If needed, you can save your application and complete and submit it later. **NOTE:** If DSPS requests additional documents they must be uploaded within three (3) months from the date they were requested. Failure to do so may result in having to submit a new application and pay fees.
2. **Elevator Apprenticeship:** A person applying for an Elevator Apprentice registration shall be indentured in an elevator apprenticeship program recognized under [Wis. Stat. ch. 106](#) or the Federal Department of Labor. **Upload** a copy of the apprenticeship contract or proof of elevator indentureship from the Wisconsin Bureau of Apprenticeship Standards or the Federal Department of Labor. If you have any questions about apprenticeship standards, please contact the Wisconsin Bureau of Apprenticeship Standards at: <http://dwd.wisconsin.gov/apprenticeship/contacts.htm> or 608-733-3930.