

Wisconsin Department of Safety and Professional Services

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DIVISION OF PROFESSIONAL CREDENTIAL PROCESSING

WELD TEST CONDUCTOR CERTIFICATION APPLICATION INFORMATION

Requirements for Credential

Per [Wis. Admin. Code § SPS 305.35](#), no person may conduct welding tests for the purpose of qualifying structural welders unless the person holds a certification issued by the Department as a certified Weld Test Conductor.

A person who conducts welding tests for qualifying structural steel welders as a certified Weld Test Conductor shall do all the following:

- Ensure that the welding tests, the test facility, and testing equipment conform with the appropriate standard or standards as follows:
 - American Welding Society D 1.1, section 4, part C
 - American Welding Society D 1.2, section 3, part D
 - American Welding Society D 1.3, section 4, part C
 - American Welding Society D 1.6, section 4, part C
- Provide to each structural welder who passes a qualifying welding test, documentation in a format specified by the Department, indicating the welding procedures for which qualified;
- Maintain a record of those individuals who passed a structural welding qualifying test ([Form SBD-10900](#)), including the procedures for which the individuals qualified, for at least five (5) years after the date of the test and present upon request to the Department or its representative the records.

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

1. **Application and Fees:** TApply 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 DSPTS 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. **Examination:** You will be made eligible to test after your application has been submitted and reviewed. If additional documents are required you will be made eligible to test after all documentation has been received and reviewed. A communication will be sent once you are made eligible to test. Please check your "junk" or "spam" email folders. You can also check the status of your application by entering your Preliminary Application Number (PAR) at <https://license.wi.gov/s/application-status-lookup>. If you fail an exam, you must login to License, <https://license.wi.gov>, and pay another exam fee.

For information on Weld Test Conductor forms provided by the Department, see the Division of Industry Services website: <http://dsps.wi.gov/Programs/Industry-Services/Industry-Services-Programs/> and select "Welding Program."