

# Wisconsin Department of Safety and Professional Services

Office Location: 4822 Madison Yards Way  
Madison, WI 53705  
Phone Number: (608) 266-2112

LicensE Portal: [License.wi.gov](https://license.wi.gov)  
Email: [dsps@wisconsin.gov](mailto:dsps@wisconsin.gov)  
Website: <http://dsps.wi.gov>

## DIVISION OF PROFESSIONAL CREDENTIALING PROCESSING

### RESIDENTIAL JOURNEYMAN ELECTRICIAN LICENSE APPLICATION INFORMATION

#### **Requirements for Credential**

Per [Wis. Stat. § 101.862](#), no person may install, repair or maintain electrical wiring unless the person is licensed as an electrician by the Department or unless the person is enrolled as a registered Electrician by the Department.

Per [Wis. Admin. Code § SPS 305.40](#), the electrical wiring activities that may be undertaken by a person who holds a license or registration as a licensed Residential Master Electrician, a licensed Residential Journeyman Electrician or a registered Residential Electrical Apprentice shall be limited to wiring associated with dwellings, dwelling units and detached accessory buildings and structures serving the dwellings or the dwelling units, such as garages, carports, gazebos, and swimming pools. A person who holds a license or registration as a licensed

Residential Master Electrician, a licensed Residential Journeyman Electrician, or a registered Residential Electrical Apprentice may perform electrical wiring not associated with dwellings and dwelling units, provided the person is under the direct supervision of a licensed Master Electrician, or Registered Master Electrician, or a licensed Journeyman Electrician.

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

A person may obtain a credential as a licensed Residential Journeyman Electrician by **one** category below:

**A. Experience and Examination - Requires** Completion the necessary hours of experience (Item 2 below) and a passing score on the Residential Journeyman Electrician license exam.

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 fees.
2. **Experience**: A person applying for a Residential Journeyman Electrician license examination shall have completed at least 1,000 hours per year of experience for at least 3 years in residential electrical wiring work. If a person has completed semesters in a school of electrical engineering or an accredited college, university, technical or vocational school in an electrical related program, the applicant may claim 500 hours for each semester up to a total of 2,000 hours and 2 years towards the required experience. **Complete** the Experience Table (Form 3111T) on the next page according to the instructions and upload it into your LicensE account. **Upload** a copy of transcripts, if applicable.
3. **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.

**B. Apprenticeship - Requires** Completion of a residential electrical apprenticeship program.

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 it was requested. Failure to do so may result in having to submit a new application and pay fees.
2. **Electrical Apprenticeship**: Completion of a residential electrical wiring apprenticeship program recognized under [Wis. Stat. ch. 106](#) or the Federal Department of Labor. **Upload** a copy of certificate of completion from the Wisconsin Bureau of Apprenticeship Standards stating that you have completed a residential electrical wiring apprenticeship program. 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.

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## DIVISION OF PROFESSIONAL CREDENTIAL PROCESSING RESIDENTIAL JOURNEYMAN ELECTRICIAN EXPERIENCE FORM (3111T)

**APPLICANT** Complete the applicant section of the form. Obtain the required signatures in the Experience Table then upload the completed form into your LicensE account, <https://license.wi.gov>.

Last Name: \_\_\_\_\_ First Name: \_\_\_\_\_ MI: \_\_\_\_\_ Former/Maiden Names: \_\_\_\_\_

Preliminary Application Number (PAR): \_\_\_\_\_

The table below, Form 3111T, is required if you are applying under Category A on page i of Form 3111. Upload transcripts, if applicable. Use additional sheets if needed.

Began (mm/yyyy)	End (mm/yyyy)	Hours	Witness Printed Name	Witness Phone No.	Witness Signature (If unable to provide a digital signature print and sign form.)
___/___/_____	___/___/_____				
___/___/_____	___/___/_____				
___/___/_____	___/___/_____				
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