

# Wisconsin Department of Safety and Professional Services

**Mail To:** P.O. Box 78780  
Milwaukee, WI 53293-0780  
**FAX #:** (608) 267-0592  
**Phone #:** (608) 266-2112

**Office Location:** 4822 Madison Yards Way  
Madison, WI 53705  
**E-Mail:** [DSPSCredTrades@wi.gov](mailto:DSPSCredTrades@wi.gov)  
**Website:** <http://dsps.wi.gov>

## DIVISION OF PROFESSIONAL CREDENTIAL PROCESSING

### INSTRUCTIONS FOR BOILER-PRESSURE VESSEL INSPECTOR

#### Requirements for Credential

#### APPLICATION

Per [Wis. Admin. Code § SPS 305.60](#), no person may inspect a boiler or pressure vessel for the purpose of determining compliance with [Wis. Admin. Code § SPS 341](#) or submit an inspection report to the Department documenting compliance or noncompliance with [Wis. Admin. Code § SPS 341](#) unless the person holds a certification issued by the Department as a certified Boiler-Pressure Vessel Inspector or a certified in-service field inspector working under the general supervision of a certified Boiler-Pressure Vessel Inspector who has assumed responsibility for the inspection or the report.

A person who inspects boilers and pressure vessels as a certified Boiler-Pressure Vessel Inspector shall:

- Maintain a record of the inspections made including the dates and the findings of the inspections;
- Provide a copy of the inspection report to the property owner or his or her agent;
- Make available to the Department upon request or as required under [Wis. Admin. Code § SPS 341](#), his or her inspection records.

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

1. **Application and Fee:** The fee consists of a \$15 application fee and a \$120 prorated credential fee, based on a 4 year term from December 31<sup>st</sup>. The fee table on Page 1 includes both the application fee and prorated credential fee.
2. **Competency Examination:** A person applying for a Boiler-Pressure Vessel Inspector certification shall have passed the competency examination by the National Board of Boiler and Pressure Vessel Inspectors. **Attach** a copy of one of the following documents from the National Board of Boiler and Pressure Vessel Inspectors:
  - a. A letter stating that you have passed the competency examination
  - b. A copy of the certificate of competency
  - c. A copy of a National Board commission

If the competency examination was performed in a state other than Wisconsin, or the certificate of competency was issued by a state other than Wisconsin, **complete** the Experience Table on Page 2. **Attach** a copy of transcripts, if applicable.

If you need to take the competency examination, you must apply to the National Board of Boiler and Pressure Vessel Inspectors <http://www.nationalboard.org/>. Wisconsin's representative of the National Board of Boiler and Pressure Vessel Inspectors will require you to submit proof of a degree and/or experience prior to taking the exam.

3. **Degree/Experience:** A person applying for a Boiler-Pressure Vessel Inspector certification shall have completed **one** of the following:
  - a. A degree in engineering from an accredited college or university and at least 1,000 hours for one year of experience in the design, construction, operation or inspection of boilers or pressure vessels.
  - b. An associate degree in mechanical technology from an accredited college or school and at least 1,000 hours per year for at least two years of experience in the design, construction, operation or inspection of boilers or pressure vessels.
  - c. At least 1,000 hours per year for at least three years of experience in the design, construction, operation, or the inspection of boilers or pressure vessels.

**Complete** the Experience Table on Page 2. **Attach** a copy of transcripts, if applicable.

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## DIVISION OF PROFESSIONAL CREDENTIAL PROCESSING

### APPLICATION FOR BOILER-PRESSURE VESSEL INSPECTOR CERTIFICATION

The Department must deny your application if you are liable for delinquent state taxes, UI contributions, or child support (Wis. Stat. §§ 440.12 and 440.13).

**PLEASE TYPE OR PRINT IN INK**

Your name, address, phone number, and email address are available to the public. Check box to withhold street address/PO Box number, phone number, and email address from lists of 10 or more credential holders (Wis. Stat. § 440.14).

**Last Name**

**First Name**

**MI**

**Date of Birth**

 /  / 

**Address (street, city, state, zip)**

**Daytime Telephone Number**

 -  - 

**Social Security #**

 -  - 

Your Social Security Number must be submitted with your application on this form. If you do not have a Social Security Number, you must complete Form #1051. The Department may not disclose the Social Security Number collected except as authorized by law.

**Have you ever held a Trades credential in WI?**  Yes  No

If yes, list your credential number:

**Email Address**

**APPLICATION FEES: Please check applicable box. Make check payable to DSPS and attach to this application.**

- I am seeking a Veteran Fee Waiver** (for Initial Credential Fee only, see further information below)
- Initial Credential Fee** (see Prorated Credential Fee Table below)
- Reinstatement Fee (credential expired more than 4 years)** (\$25.00 Late Renewal Fee + Prorated Credential Fee below)

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

- Fee and Application** (including signature on Page 2)
- Supporting Documentation** (see Page i for instruction, i.e. document from the National Board of Boiler and Pressure Vessel Inspectors, copy of transcripts)
- Is name on all credentials the same? If not, list former/maiden name(s):**

#### Prorated Credential Fee Table

Select the month the application is mailed. The fee below includes both the application and credential fee.

<input type="checkbox"/> January - \$135.00	<input type="checkbox"/> February - \$132.50	<input type="checkbox"/> March - \$130.00	<input type="checkbox"/> April - \$127.50
<input type="checkbox"/> May - \$125.00	<input type="checkbox"/> June - \$122.50	<input type="checkbox"/> July - \$120.00	<input type="checkbox"/> August - \$117.50
<input type="checkbox"/> September - \$115.00	<input type="checkbox"/> October - \$112.50	<input type="checkbox"/> November - \$110.00	<input type="checkbox"/> December - \$107.50

**ARE YOU A VETERAN?** If yes, please view the Department website at <http://dsps.wi.gov> under "Licenses, Permits, and Registrations" and select "Military Benefits Related to Licensure for Eligible Veterans Services Members and Spouses" for eligibility requirements.

**If you qualify, are you requesting a waiver of your initial credentialing fee?**  Yes  No

If Yes, provide a copy of your Department of Veterans Affairs voucher code and list your DVA Voucher Code Number:

You may contact the DVA at 1-800-WisVets or [www.WISVET.com](http://www.WISVET.com) for assistance in obtaining your DVA Voucher Code and/or documents related to your training.

