

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
Website: <http://dsps.wi.gov>

DIVISION OF PROFESSIONAL CREDENTIAL PROCESSING

UDC ELECTRICAL INSPECTOR CERTIFICATION APPLICATION INFORMATION

Requirements for Credential

Per [Wis. Admin. Code § 305.63](#), no person may conduct the inspection of one- and two-family dwellings for the purpose of administering and enforcing [Wis. Admin. Code ch. SPS 316](#) and [Wis. Admin. Code ch. SPS 324](#) unless the person holds a certification issued by the Department as a certified UDC Electrical Inspector.

A person who inspects one- and two-family dwellings as a certified UDC Electrical 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 his or her inspection records.

AN APPLICATION IS NOT COMPLETE UNTIL ALL DOCUMENTS (CATEGORY A or B) HAVE BEEN RECEIVED:

A. Examination - Requires taking and passing the UDC Electrical Inspector certification examination.

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. **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. Proof of Current Licensure/Certification - Requires submitting evidence of holding a current license or certification.

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2. **Current License/Certification**: Upload a copy of current license/certification of one of the following:
 - Wisconsin Journeyman Electrician license
 - Wisconsin Residential Master Electrician license
 - Wisconsin Master Electrician license
 - Certified Electrical Inspector Residential issued under International Association of Electrical Inspectors /National Fire Protection Association