

**STATE OF UTAH**  
**DIVISION OF OCCUPATIONAL AND PROFESSIONAL LICENSING**

**APPLICATION FOR LICENSURE**

**ELECTRICIAN**

**APPLICATION INSTRUCTIONS AND INFORMATION**

**General Statement:** The Utah Division of Occupational and Professional Licensing (DOPL) desires to provide courteous and timely service to all applicants for licensure. To facilitate the application process, **submit a complete application form including all applicable supporting documents and fees.**

Failure to submit a complete application and supply all necessary information will delay processing and may result in denial of licensure. The fees are for processing your application and will not be refunded.

**Please read all instructions carefully.**

**Address of Record:** The address you provide on this application will be your address of record. All correspondence from DOPL will be sent to that address. You are responsible to directly notify DOPL of any change to your address of record. Do not rely on a forwarding order.

**Social Security Number:** Your social security number is classified as a private record under the Utah Government Records Access and Management Act. It is used by DOPL as an individual identifier. It is also used for child support enforcement pursuant to Subsection 78-32-17(3) and is mandatory pursuant to Subsection 58-1-301(1), Utah Code Ann., which implements 42 U.S.C. 666(a)(13). If an SSN is not provided, the application is incomplete and may be denied.

**SUPPORTING DOCUMENTS AND FEES:**

In addition to submitting a completed application, complete the following:

1. Submit a **\$110.00** non-refundable application-processing fee, made payable to “DOPL.”
2. **If you are using this application to reinstate** your Utah electrician license that has been expired for more than two years, you must also submit the following in addition to completing all other requirements outlined in this application:

- A. An additional \$50 reinstatement fee.

*Note: The total fee for reinstating a license expired more than two years is \$160.*

- B. Documentation of the completion of 16 hours of continuing education, 8 hours of which must be on the current edition of the National Electrical Code. (See R156-55b-304 of the Utah Electricians Licensing Rules.)

3. Submit documentation according to the licensure level for which you are applying:

**NOTE: Each year of work experience must include at least 2,000 hours; no more than one year of work experience can be credited for each 12-month period.**

[See Utah Construction Trade Licensing Act Rules R156-55a-302b(2).]

**NOTE: If you want your military experience considered, submit your DD214's.**

- A. If you are applying for **licensure as an apprentice electrician**, have your employer complete the "Supervision of Apprentice Electrician" form (attached to this application) and return it to you for submission with this application.
- B. **Applicants from outside of Utah** and are currently licensed in a state, local jurisdiction of a state, district, or territory of the United States as a master electrician, journeyman electrician, or residential journeyman electrician may apply for licensure in Utah in the same license classification.

The burden for demonstrating equivalency of apprenticeship, traineeship, experience, and examination lies with the applicant. The fact that an applicant is licensed by any other jurisdiction or that the applicant has practiced in an electrical trade for a length of time **does not** demonstrate equivalency. The applicant must present evidence demonstrating the content of the apprenticeship, traineeship, or experience, and examination completed by the applicant are equivalent in scope with that required by this state. For Licensure by Endorsement see paragraph 4 on page 4.

- C. If you are applying for **licensure as a journeyman electrician**, submit an official transcript showing your successful completion of an approved apprenticeship program AND a completed "Employer's Verification Form" (attached to this application) from each of your supervising licensed master or journeyman electricians documenting at least 4 years of supervised work experience as a licensed apprentice electrician.

**NOTE:** Have the school send the transcript to you for inclusion with your application. The transcript must be in a sealed envelope, bearing the school's stamp/seal on the envelope flap.

**OR**

Submit a completed "Employer's Verification Form" from each of your supervising licensed master or journeyman electricians documenting at least 8 years and 16,000 hours of supervised legal practical experience in wiring, installing, and repairing electrical apparatus and equipment for light, heat, and power.

- D. If you are applying for **licensure as a residential journeyman electrician**, submit an official transcript documenting successful completion of an approved apprenticeship program AND a completed "Employer's Verification Form" (attached to this application) from each of your supervising licensed master, journeyman, residential master, or residential journeyman electricians documenting at least 2 years of supervised work experience as a licensed apprentice electrician.

**NOTE:** Have the school send the transcript to you for inclusion with your application. The transcript must be in a sealed envelope, bearing the school's stamp/seal on the envelope flap.

**OR**

Submit a completed "Employer's Verification Form" from each of your supervising licensed master, journeyman, residential master, or residential journeyman electricians documenting at least 4 years and 8,000 hours of legal supervised practical experience in wiring, installing, and repairing electrical apparatus and equipment for light, heat, and power.

- E. If you are applying for **licensure as a master electrician**, submit an official college transcript documenting at least a bachelor's degree from an EAC/ABET accredited electrical engineering program AND a completed "Employer's Verification Form" (attached to this application) from your employer(s) documenting at least 1 year of practical electrical experience as a licensed apprentice electrician.

**NOTE:** Have the school send the transcript to you for inclusion with your application. The transcript must be in a sealed envelope, bearing the school's stamp/seal on the envelope flap.

**OR**

Submit an official transcript documenting your associate of applied sciences degree from an approved electrical trade school AND a completed "Employer's Verification Form" from each of your employers documenting at least 2 years of practical electrical experience as a licensed journeyman electrician.

**NOTE:** Have the school send the transcript to you for inclusion with your application. The transcript must be in a sealed envelope, bearing the school's stamp/seal on the envelope flap.

**OR**

Submit an official certificate of completion from an approved electrical trade school AND a completed "Employer's Verification Form" from each of your employers documenting at least 4 years of practical electrical experience as a licensed journeyman electrician.

**NOTE:** You do not have to take the practical section of the exam if you previously passed the Journeyman Electrician practical section of the Utah Electrical Licensing Examination.

- F. If you are applying for **licensure as a residential master electrician**, submit a completed "Employer's Verification Form" (attached to this application) from each of your employers documenting at least 2 years and 4,000 hours of practical electrical experience as a licensed residential journeyman electrician.

**NOTE:** You do not have to take the practical section of the exam if you previously passed the practical section of the Utah Electrical Licensing Examination for Residential Journeyman Electricians.

4. **Licensure by Endorsement:**

If you are applying for licensure as a **master or journeyman electrician license by endorsement**, from one of the following states submit a completed “Request for Verification of License” form (attached to this application) to provide verification that you hold an active journeyman electrician license in good standing that was initially issued with testing and the license has been held for at least one year:

For Master Electrician: Idaho, Oregon, or Wyoming

For Journeyman Electrician: Alaska, Arkansas, Colorado, Idaho, Minnesota, Montana, Nebraska, New Hampshire, New Mexico, North Dakota, Oklahoma, Oregon, South Dakota, or Wyoming

**OR**

Submit documentation of 8 years and at least 16,000 hours of legal work in the electrical trade and apply for approval to take the appropriate Utah Journeyman Electrical Licensing Examination.

**ADDITIONAL IMPORTANT INFORMATION:**

1. **Utah Electrical Licensing Examination:** You will not be allowed to test unless your application has been submitted and approved by DOPL. Utah Electricians Licensing Rules R156-55b-302c (4) and (5) allows for three opportunities to pass the different parts of the examination. After three tries to pass the examination or within six months from submitting your application, whichever ever occurs first, your request for licensure will be denied. In order to retest you will be required to submit a new application with accompanying documentation and fees. Keep in mind, you are only required to retake the part or parts of the Utah examination you failed and there is a twenty-five day waiting period between each test failure.

PSI the testing provider will not register you for any examination unless you have been approved for testing by DOPL. See PSI’s Candidate Information Bulletin for examination dates and fees and other examination information. Contact PSI at [www.psiexams.com](http://www.psiexams.com) or 1-800-733-9267.

2. **Examination Fees:** There are separate fees for all examinations. It is the responsibility of the applicant to submit the fees directly to the testing agency.
3. **Laws and Rules:** You are required to understand all Utah laws and rules pertaining to your practice as an electrician. The following applicable laws and rules are available on the Internet at [www.dopl.utah.gov](http://www.dopl.utah.gov).
  - Division of Occupational & Professional Licensing Act
  - General Rules of the Division of Occupational & Professional Licensing
  - Utah Construction Trades Licensing Act
  - Electricians Licensing Rules

4. **Current Documents:** Applications, statutes, rules, and forms are occasionally changed. Go to [www.dopl.utah.gov](http://www.dopl.utah.gov) to ensure you have the most recent version of these documents.
5. **Temporary License:** The state of Utah does not issue temporary licenses to electricians. You must obtain your license **prior** to performing any electrical work.
6. **Apprenticeship:** The beginning date of an apprenticeship or training program is the date upon which the applicant is approved for Utah licensure as an apprentice. Applicants who have begun an electrical apprentice in another state may request to have credit for that portion of the apprenticeship or traineeship completed in the other state if DOPL and the Board find that the program in the other state is equal to the apprenticeship or traineeship program required in the State of Utah. The burden for demonstrating equivalency of the out-of-state apprenticeship or traineeship program lies with the applicant. Equivalency may be demonstrated by documentation of the curriculum and training which is required as a part of the program of the other state.
7. **License Renewal:** All electrician licenses expire on November 30 of every even-numbered year.

Unlike many other states, Utah's license renewal schedule **is not** based on the licensee's date of initial licensure. Under Utah's renewal system, all licenses in each profession expire as a group on the same day every two years. Therefore, the length of a licensee's first renewal cycle depends on how far into the current renewal cycle initial licensure was obtained. Each renewal cycle thereafter is for a full two years.

Additionally, the fee paid with this application for licensure is an application-processing fee only. It does not include a renewal fee. Each licensee is responsible to renew licensure **PRIOR** to the expiration date shown on the current license.

Approximately two months prior to the expiration date shown on the license, renewal information is disseminated to each licensee's last address of record, as provided to DOPL.
8. **Continuing Education:** ALL electricians are required to complete qualified continuing education, consisting of 16 hours during each two-year license period; a minimum of eight hours shall be on the current edition of the National Electrical Code. Continuing education must be completed by November 30 of each even-numbered year. You must maintain competent records of completed qualified continuing education for a period of four years after the close of the two-year renewal period to which the records pertain. Do not submit your hours to DOPL unless you receive an audit letter. For a list of approved continuing education providers, go to [www.dopl.utah.gov/licensing/electrician.html](http://www.dopl.utah.gov/licensing/electrician.html)
9. **Ceremonial Certificate of Licensure:** After obtaining your license from DOPL, you can order a Ceremonial Certificate of Licensure, printed on parchment paper with original signatures and an embossed gold seal. Order forms can be obtained at [www.dopl.utah.gov](http://www.dopl.utah.gov).
10. **Updating Address Information:** It is your responsibility to maintain a current address with DOPL. If your address is incorrect, you will not receive renewal notices or other correspondence. Address changes can be made online at [www.dopl.utah.gov](http://www.dopl.utah.gov).

11. **Name Change:** If you have been licensed by DOPL under any other name, please submit documentation of your name change (i.e. copy of a marriage license or divorce decree).

12. **Mail Complete Application to:**

**By U.S. Mail**

Division of Occupational & Professional Licensing  
P.O. Box 146741  
Salt Lake City, Utah 84114-6741

**By Delivery or Express Mail**

Division of Occupational & Professional Licensing  
160 East 300 South, 1<sup>st</sup> Floor Lobby  
Salt Lake City, Utah 84111

13. **Telephone Numbers:** (801) 530-6628  
(866) 275-3675 – Toll-free in Utah

14. **Fax Number:** (801) 530-6511

15. **Answers to Commonly Asked Questions:**

**Q. How many types of electrician licenses are available?**

A. There are five (5) types of licenses available: Apprentice, Residential Journeyman, Journeyman, Residential Master, and Master.

**Q. How can I get a temporary Permit?**

A. There are no temporary permits.

**Q. What form of documentation is acceptable to verify previous work experience?**

A. The form is the attached “Employer’s Verification Form”.

**Q. What if my employer is no longer in business or deceased?**

A. A letter from another responsible individual may be acceptable: former owner, former supervisor, local electrical and/or building inspector, corporate officer.

**Q. How much credit will I get for unlicensed experience such as maintenance, military, or mine work?**

A. If the experience was in violation of licensing laws or between the ages of 16-18, NO credit can be given, unless the experience was obtained while licensed as a Utah apprentice electrician enrolled in a Federal Office of Apprenticeship Training ‘School to Apprenticeship Program.’ To become licensed as an apprentice electrician, you need to be working for a licensed electrical contractor. The numbers of hours of experience granted to an applicant, if any, for maintenance, military, or mine experience will be determined by the Electricians Licensing Board after they review your application and supporting documentation.

**Q. Who can sponsor me as an apprentice?**

A. The person or firm who has control of your hiring, employment and training and who can guarantee compliance with the licensing laws (including the appropriate journeyman to apprentice or master to apprentice ratios) and can guarantee compliance with NEC codes may sponsor you as a Utah licensed apprentice electrician. In general, this will be a licensed electrical contractor or an organization with the above control such as the JATC. *No credit will be given for illegal work.*

**Q. What form of documentation must I provide to receive credit for previous schooling, or how much credit can I get for schooling experience?**

A. An official transcript and a copy of your degree, diploma or certificate of completion will be required. Maximum benefits from an electrical apprenticeship are received by concurrent on-the-job training and related schooling. An associate of applied science degree in electricity or a bachelor’s degree in electrical engineering may qualify for additional credit toward approval to take the masters examination.

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# APPLICATION FOR LICENSURE

## GENERAL INFORMATION:

Application For: (Choose one.)

JOURNEYMAN ELECTRICIAN

MASTER ELECTRICIAN

APPRENTICE ELECTRICIAN

RESIDENTIAL JOURNEYMAN ELECTRICIAN

RESIDENTIAL MASTER ELECTRICIAN

Is this application for reinstatement of a license previously held in Utah?  Yes  No

Last Name: \_\_\_\_\_ Maiden Name: \_\_\_\_\_

First Name: \_\_\_\_\_ Middle Name: \_\_\_\_\_

Gender:  Male  Female Date of Birth: \_\_\_\_/\_\_\_\_/\_\_\_\_

Social Security Number: \_\_\_\_-\_\_\_\_-\_\_\_\_

**I certify under penalty of perjury that I am a United States citizen or a qualified alien who is lawfully able to work in the United States.**

Signature of Applicant: \_\_\_\_\_ Date: \_\_\_\_/\_\_\_\_/\_\_\_\_

Have You Ever Held A Utah License Before?  Yes  No

If Yes, Name of Profession: \_\_\_\_\_ License Number: \_\_\_\_\_

## MAILING ADDRESS:

Street: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Telephone: \_\_\_\_\_ Email: \_\_\_\_\_

## **DO NOT WRITE IN THIS SECTION - FOR DIVISION USE ONLY**

License/Certificate Number: \_\_\_\_\_

Date License/Certificate Approved: \_\_\_\_/\_\_\_\_/\_\_\_\_

Approved By: \_\_\_\_\_

Date License/Certificate Denied: \_\_\_\_/\_\_\_\_/\_\_\_\_

Denied By: \_\_\_\_\_

Reason for Denial/Other Comments: \_\_\_\_\_

**MANDATORY AFFIDAVIT FOR UTAH LAWS/RULES AND TESTING** *(must be completed by all applicants)*

I understand that it is my responsibility to read and understand all statutes and rules pertaining to my practice as an electrician in the state of Utah and I agree to comply with such.

I also understand Utah Administrative Code R156-55b-302c (4) and (5) allows for three opportunities to pass each of the different parts of the examination. After three tries to pass the examinations or within six months of submitting my application, which ever occurs first, my request for licensure will be denied and in order to retest I will be required to submit a new application with accompanying documentation and fees.

Signature of Applicant: \_\_\_\_\_ Date: \_\_\_\_/\_\_\_\_/\_\_\_\_

**APPRENTICESHIP TRAINING/COLLEGE/UNIVERSITY EDUCATION:**

*(Use additional sheets if necessary.)*

Name of Institution: \_\_\_\_\_

Location: \_\_\_\_\_

Dates Attended: from \_\_\_\_/\_\_\_\_/\_\_\_\_ to \_\_\_\_/\_\_\_\_/\_\_\_\_ Degree: \_\_\_\_\_

Name of Institution: \_\_\_\_\_

Location: \_\_\_\_\_

Dates Attended: from \_\_\_\_/\_\_\_\_/\_\_\_\_ to \_\_\_\_/\_\_\_\_/\_\_\_\_ Degree: \_\_\_\_\_

**LICENSES:**

List all licenses issued by any state that you now hold or have ever held. *(Use additional sheets if necessary.)*

Issuing State: \_\_\_\_\_ Title: \_\_\_\_\_

Original Issue Date: \_\_\_\_/\_\_\_\_/\_\_\_\_ Expiration Date: \_\_\_\_/\_\_\_\_/\_\_\_\_

Exam Type: \_\_\_\_\_

Issuing State: \_\_\_\_\_ Title: \_\_\_\_\_

Original Issue Date: \_\_\_\_/\_\_\_\_/\_\_\_\_ Expiration Date: \_\_\_\_/\_\_\_\_/\_\_\_\_

Exam Type: \_\_\_\_\_

# ELECTRICIAN QUALIFYING QUESTIONNAIRE

Answer “yes” or “no” for each question. Do not leave any question blank.

1. \_\_\_\_\_ Have you ever applied for or received a license, certificate, permit, or registration to practice in a regulated profession under any name other than the name listed on this application?
2. \_\_\_\_\_ Have you ever been denied the right to sit for a licensure examination?
3. \_\_\_\_\_ Have you ever had a license, certificate, permit, or registration to practice a regulated profession denied, conditioned, curtailed, limited, restricted, suspended, revoked, reprimanded, or disciplined in any way?
4. \_\_\_\_\_ Have you ever been permitted to resign or surrender your license, certificate, permit, or registration to practice in a regulated profession while under investigation or while action was pending against you by any licensing agency or criminal or administrative jurisdiction?
5. \_\_\_\_\_ Are you currently under investigation or is any disciplinary action pending against you now by any licensing agency or governmental agency?
6. \_\_\_\_\_ Is any action pending against you now by either the Federal Drug Enforcement Administration or any state drug enforcement agency?
7. \_\_\_\_\_ If you are licensed in the occupation/profession for which you are applying, would you pose a direct threat to yourself, to your patients or clients, or to the public health, safety, or welfare because of any circumstance or condition?
8. \_\_\_\_\_ Have you ever been declared by any court of competent jurisdiction incompetent by reason of mental defect or disease and not restored?
9. \_\_\_\_\_ Have you ever had a documented case in which you were involved as the abuser in any incident of verbal, physical, mental, or sexual abuse?
10. \_\_\_\_\_ Have you been terminated from a position because of drug use or abuse within the past five (5) years?
11. \_\_\_\_\_ Are you currently using or have you recently (*within 90 days*) used any drugs (*including recreational drugs*) without a valid prescription, the possession or distribution of which is unlawful under the Utah Controlled Substances Act or other applicable state or federal law?

(Continue on next page.)

12. \_\_\_\_\_ Have you ever used any drugs without a valid prescription, the possession or distribution of which is unlawful under the Utah Controlled Substances Act or other applicable state or federal law, for which you have not successfully completed or are not now participating in a supervised drug rehabilitation program, or for which you have not otherwise been successfully rehabilitated?
13. \_\_\_\_\_ Do you currently have any criminal action pending?
14. \_\_\_\_\_ Have you pled guilty to, no contest to, entered into a plea in abeyance or been convicted of a misdemeanor in any jurisdiction within the past ten (10) years? Motor vehicle offenses such as driving while impaired or intoxicated must be disclosed but minor traffic offenses such as parking or speeding violations need not be listed.
15. \_\_\_\_\_ Have you ever pled guilty to, no contest to, or been convicted of a felony in any jurisdiction?
16. \_\_\_\_\_ Have you, in the past ten (10) years, been allowed to plea guilty or no contest to any criminal charge that was later dismissed (*i.e. plea in abeyance or deferred sentence*)?
17. \_\_\_\_\_ Have you ever been incarcerated for any reason in any federal, state or county correctional facility or in any correctional facility in any other jurisdiction or on probation/parole in any jurisdiction?



**If you answered “yes” to questions 13, 14, 15, 16, or 17 above, you must submit a complete narrative of the circumstances that occurred for EACH and EVERY conviction, plea in abeyance, and/or deferred sentence. You must also attach copies of all applicable police report(s), court record(s), and probation/parole officer report(s).**

**If you are unable to obtain any of the records required above, you must submit documentation on official letterhead from the police department and/or court indicating that the information is no longer available.**

**If you have formally expunged a criminal record as evidenced by a court order signed by a judge, you do not need to disclose that criminal history. Expungement orders must be sent to the Bureau of Criminal Identification and the FBI to enable the expungement to be completed and the criminal history eliminated from the records.**



**If you answered “yes” to any of the above questions, enclose with this application complete information with respect to all circumstances and the final result, if such has been reached.**

**A “yes” answer does not necessarily mean you will not be granted a license; however, DOPL may request additional documentation if the information submitted is insufficient.**

# AFFIDAVIT and RELEASE AUTHORIZATION

I am the applicant described and identified in this application for licensure, certification, or registration in the State of Utah.

I am qualified in all respects for the license, certificate, or registration for which I am applying in this application.

To the best of my knowledge, the information contained in the application and its supporting document(s) is free of fraud, misrepresentation, or omission of material fact.

To the best of my knowledge, the information contained in the application and its supporting document(s) is truthful, correct, and complete; and, discloses all material facts regarding the applicant and associated individuals necessary to properly evaluate the applicant's qualifications for licensure.

I will ensure that any information subsequently submitted to the Division of Occupational and Professional Licensing in conjunction with this application or its supporting documents meet the same standard as set forth above.

I understand that it is unlawful and punishable as a class A misdemeanor to apply for or obtain a license or to otherwise deal with the Division of Occupational and Professional Licensing or a licensing board through the use of fraud, forgery, or intentional deception, misrepresentation, misstatement, or omission.

I understand that this application will be classified as a public record and will be available for inspection by the public, except with regard to the release of information which is classified as controlled, private, or protected under the Government Records Access and Management Act or restricted by other law.

I authorize all persons, institutions, organizations, schools, governmental agencies, employers, references, or any others not specifically included in the preceding characterization, which are set forth directly or by reference in this application, to release to the Division of Occupational and Professional Licensing, State of Utah, any files, records or information of any type reasonably required for the Division of Occupational and Professional Licensing to properly evaluate my qualifications for licensure, certification, or registration by the State of Utah.

Signature of Applicant: \_\_\_\_\_

Date of Signature: \_\_\_/\_\_\_/\_\_\_

Printed Name of Applicant: \_\_\_\_\_

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Division of Occupational and Professional Licensing  
160 East 300 South, P.O. Box 146741  
Salt Lake City, Utah 84114-6741  
Fax: (801) 530-6511

## SUPERVISION OF APPRENTICE ELECTRICIAN

### MUST BE COMPLETED BY THE EMPLOYER:

Complete this form and return it to the applicant for submission with his or her application.

Applicant's Name: \_\_\_\_\_

Employer / Firm Name: \_\_\_\_\_

Employer / Firm Address: \_\_\_\_\_

Employer / Firm Phone: \_\_\_\_\_ Cell Number: \_\_\_\_\_

Employer / Firm Email: \_\_\_\_\_

Electrical Contractor's License Number: \_\_\_\_\_

Supervising Electrician Name: \_\_\_\_\_

License Number: \_\_\_\_\_ Type of License: \_\_\_\_\_

Type of Work Performed by the Company (*commercial, residential, or both*): \_\_\_\_\_

List **all** other electricians employed by the employer/firm. Include name, license number, and type of license (*master, journeyman or apprentice*). Use additional sheets if necessary.

Name: \_\_\_\_\_

License Number: \_\_\_\_\_ Type of License: \_\_\_\_\_

Name: \_\_\_\_\_

License Number: \_\_\_\_\_ Type of License: \_\_\_\_\_

Name: \_\_\_\_\_

License Number: \_\_\_\_\_ Type of License: \_\_\_\_\_

(Continued on the next page)

Name: \_\_\_\_\_

License Number: \_\_\_\_\_ Type of License: \_\_\_\_\_

Name: \_\_\_\_\_

License Number: \_\_\_\_\_ Type of License: \_\_\_\_\_

I attest that the above named applicant for a Utah apprentice electrician license will be employed as an apprentice by the employer/firm named above and that he or she has entered into a training program approved by the Division of Occupational and Professional Licensing. I also attest that all above information is true and correct.

Signature of Employer/Representative: \_\_\_\_\_ Date: \_\_\_/\_\_\_/\_\_\_

Printed Name of Employer/Representative: \_\_\_\_\_ Title: \_\_\_\_\_

Phone Number and Cell Number: \_\_\_\_\_ Email: \_\_\_\_\_

 ***Apprentice applicants, stop here!!*** 

***The next two forms in this application pertain to Journeyman  
and Master Electrician applications only.***

Division of Occupational and Professional Licensing  
160 East 300 South, P.O. Box 146741  
Salt Lake City, Utah 84114-6741  
Fax: (801) 530-6511

## EMPLOYER'S VERIFICATION FORM

(For Journeyman and Master Electrician Applicants Only)

**MUST BE COMPLETED BY THE EMPLOYER:**

Applicant's Name: \_\_\_\_\_

Dates Employed as an Apprentice: from \_\_\_\_\_ to \_\_\_\_\_

Total hours doing electrical work for this employer during the time period noted above:

- as a licensed apprentice
- as a licensed journeyman (JE)
- as a licensed residential journeyman (RJE)

Hours Worked: \_\_\_\_\_ Boxes, Fittings, Conduit, Wireways, Cableways  
(Required: RJE 600 hours; JE 4,000 hours)

\_\_\_\_\_ Wire and Cable  
(Required: RJE 3,000 hours; JE 800 hours)

\_\_\_\_\_ Distribution and Utilization Equipment  
(Required: RJE 300 hours; JE 400 hours)

\_\_\_\_\_ Specialized Work  
(Required: RJE 300 hours; JE 400 hours)

\_\_\_\_\_ Other Work, Please Specify \_\_\_\_\_

**Total hours:** \_\_\_\_\_ **NOTE: Each year of work experience must include at least 2,000 hours, no more than one year of work experience can be credited for each 12-month period.** (See Utah Construction Trade Licensing Act Rules R156-55a-302b(2))

(Continued on the next page.)

- **JE** must equal 4 years of school and 4 years of experience **OR** 8 years of experience as a licensed apprentice.
- **RJE** must equal 2 years school and 2 years of experience as a licensed apprentice.
- **RME** must equal 2 years as a licensed RJE.
- **ME** must equal B.S. degree in Electrical engineering that is EAC/ABET accredited and one year experience as a licensed apprentice electrician **OR** graduate of electrical trade school with a 2 year A.A.S. degree that is properly accredited and 2 years of experience as a licensed JE **OR** 4 years as a licensed JE.

Name of Employer: \_\_\_\_\_

Address: \_\_\_\_\_

Phone Number: \_\_\_\_\_ Cell Number: \_\_\_\_\_

Email: \_\_\_\_\_

Electrical Contractor's License Number: \_\_\_\_\_

**I attest that the above applicant worked for this employer for the number of hours at the type of work indicated above.**

Signature of Employer Representative: \_\_\_\_\_

Printed Name of Employer Representative: \_\_\_\_\_

Title of Employer Representative: \_\_\_\_\_

Date of Signature: \_\_\_/\_\_\_/\_\_\_

Phone Number: \_\_\_\_\_ Cell Number: \_\_\_\_\_

Email: \_\_\_\_\_

Division of Occupational and Professional Licensing  
160 East 300 South, P.O. Box 146741  
Salt Lake City, Utah 84114-6741  
Fax: (801) 530-6511

## REQUEST FOR VERIFICATION OF LICENSE

**(Use this form to verify licensure in another state.)**

### TO BE COMPLETED BY THE APPLICANT:

If you have passed the trade exam in another state, request that state to include the examination information on this form and return it to you for submission with your application.

Applicant's Name: \_\_\_\_\_

Street Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Phone Number(s): \_\_\_\_\_

I am requesting licensure in the state of Utah as a: \_\_\_\_\_

I am/have been licensed in your state under the name: \_\_\_\_\_

My Social Security Number is: \_\_\_\_\_

My Date of Birth is: \_\_\_/\_\_\_/\_\_\_

My license number in your state is/was: \_\_\_\_\_

I have enclosed your state's required verification fee in the amount of: \_\_\_\_\_

Signature of Applicant: \_\_\_\_\_ Date of Signature: \_\_\_/\_\_\_/\_\_\_

### TO BE COMPLETED BY THE VERIFYING AGENCY:

Please furnish the information requested, sign and verify the document, and place the completed form in an envelope, seal the envelope and provide it to the applicant in person or by mail. The qualifier will include the verification of licensure with his/her Utah application. Thank you.

Name of Verifying State: \_\_\_\_\_

*(Continued on the next page.)*

Name of Licensee (*as it appears in verifying state's records*): \_\_\_\_\_

Name of Qualifying Person: \_\_\_\_\_

Classification of License Issued: \_\_\_\_\_

License Number: \_\_\_\_\_ Current Status: \_\_\_\_\_

Original Date of Licensure: \_\_\_\_\_ Expiration Date: \_\_\_/\_\_\_/\_\_\_

Continuously Licensed:

Yes  No, please explain: \_\_\_\_\_

Licensed By:

Exam, Type: \_\_\_\_\_ Date: \_\_\_/\_\_\_/\_\_\_

Endorsement, From What State \_\_\_\_\_ Date: \_\_\_/\_\_\_/\_\_\_

Examination Scores: \_\_\_\_\_

Education Required For Licensure: \_\_\_\_\_

Disciplinary Action or Pending Disciplinary Action:

No  Yes, please provide certified copies of all Petitions, Orders, etc.

Signature: \_\_\_\_\_ Date: \_\_\_/\_\_\_/\_\_\_

Printed Name: \_\_\_\_\_ Title: \_\_\_\_\_

(SEAL) Phone Number: \_\_\_\_\_

Email: \_\_\_\_\_

Agency: \_\_\_\_\_