



STATE OF ALASKA
DEPARTMENT OF COMMERCE, COMMUNITY, AND ECONOMIC DEVELOPMENT
DIVISION OF CORPORATIONS, BUSINESS AND PROFESSIONAL LICENSING
CONTRACTOR LICENSING SECTION
333 WILLOUGHBY AVENUE, 9TH FLOOR, JUNEAU, ALASKA 99801
P.O. BOX 110806, JUNEAU, ALASKA 99811-0806
PHONE: 907-465-8443
WEBSITE: www.commerce.alaska.gov/occl
EMAIL: gerald.hannasch@alaska.gov

ELECTRICAL ADMINISTRATOR LICENSE APPLICATION

In accordance with AS 08.40.090 (a), a person may not act as an electrical administrator in the state without a license issued by the Department; (b) a person licensed under this chapter may perform work only in a category for which the person is licensed.

Please read the application, statutes, regulations, and all instructions carefully. It is your responsibility to be aware of licensing requirements and provide all necessary documentation.

An electrical administrator may be licensed in the following categories:

- Unlimited Commercial Wiring (UCW)
- Residential Wiring (RW)
- Controls and Control Wiring (CNTL)
- Inside Communications (IC)
- Outside Communications (OC)
- Unlimited Line Work Outside (UL)

LICENSURE BY EXAMINATION

An applicant for licensure by examination must submit a complete application including supporting documentation and fees in order to obtain approval from the Department to schedule the license examination.

The following documents must be submitted to this office before an applicant will be considered for licensure by examination:

1. Completed, notarized application.
2. Fees: \$ 50.00 Nonrefundable application fee
\$200.00 License fee
\$250.00 Total
3. Complete resume detailing education and experience in the license category for which you are applying.
4. "Certificate in Support of Applicant's Experience and Qualifications" from three persons who are licensed in the electrical industry in any state in the category of electrical administrator for which you are applying (or if applying for inside or outside communications, from three persons employed in the electrical industry in any state in the license category for which you are applying). Individuals completing the form must have personal knowledge of your work experience and qualifications.
5. Official transcripts from a college, university, or trade school sent directly to the Division of Corporations, Business and Professional Licensing by the school (if using education to qualify).

Examination results are valid for one year. Electrical administrator license examinations are currently being conducted by PSI Exams. Once approved, contact PSI Exams for examination scheduling information. A list of reference materials for the examination is available in the *Candidate Information Bulletin* which can be obtained by contacting PSI Exams.

PSI Exams:

Website: www.psiexams.com

Postal Address: 3210 East Tropicana
Las Vegas, NV 98121

Phone: 1-800-733-9267

Fax: 1-702-932-2666

Email: comments@psiexams.com

LICENSURE BY CREDENTIALS

Please be advised that passing an exam in another state does not guarantee qualification of an applicant for an Alaska license. Additionally, all other requirements under statute and regulation must be met. The following documents must be submitted to this office before an applicant will be considered for licensure by credentials:

1. Completed, notarized application.
2. Fees: \$ 50.00 Nonrefundable application fee
\$200.00 License fee
\$250.00 Total
3. Complete resume detailing education and experience in the license category for which you are applying.
4. "Certificate in Support of Applicant's Experience and Qualifications" from three persons who are licensed in the electrical industry in any state in the category of electrical administrator for which you are applying (or if applying for inside or outside communications, from three persons employed in the electrical industry in any state in the license category for which you are applying). Individuals completing the form must have personal knowledge of your work experience and qualifications.
5. Official transcripts from a college, university, or trade school sent directly to the Division of Corporations, Business and Professional Licensing by the school (if using education to qualify).
6. Verification of a current, active license from another state, sent directly to the division by that state, that identifies any relevant license category.
7. Verification of an examination passed in another state, sent directly to the division by that state, that is equivalent to the examination administered in this state. The verification must include the examination content outline.

ASSIGNMENT INFORMATION

An electrical administrator must be assigned to a licensed/registered contractor. Note that assignment is limited to one licensed contractor. A licensee not practicing as an electrical administrator may be issued a license in an “unassigned” status.

Sec. 08.40.130. Administrator limited to one registered contractor. A person may not qualify for or operate as an electrical administrator for more than one registered contractor.

Change of employer or company affiliation. A licensed electrical administrator shall notify the department in writing within 15 days after a change in electrical administration employment or company affiliation by submitting the Change of Employer/Affiliation form and \$5.00.

REFERENCE CHECK

Please be advised that the department may contact the individuals who complete the “Certificate in Support of Applicant’s Experience and Qualifications” to verify the information provided.

GENERAL INFORMATION

APPLICATION VERSION – If you received this application other than directly from the Division or its official website, the application may be outdated or not an official version. To ensure you have the official version, please contact the division.

RENEWAL INFORMATION – All certificates expire on December 31 of odd-numbered years, regardless of when issued, except new certificates issued within 90 days of the expiration date are issued through the next biennium. Refer to 12 AAC 32.305-365 for continuing education requirements.

ADDRESS CHANGE – The Division must be notified in writing of address changes. You may download the “Change of Address” form at www.commerce.alaska.gov/occ.

SOCIAL SECURITY NUMBER – Alaska Statute 08.01.060(b) requires an applicant for an occupational license to provide a United States Social Security Number. Applicants who do not have a social security number must complete the “Request for Exception from Social Security Number Requirement” form located on the division’s website at: www.commerce.alaska.gov/occ or contact the division office for the form.

PAYMENT OF CHILD SUPPORT – Alaska Statute 25.27.244 requires the Division of Corporations, Business and Professional Licensing to deny issuance of the professional and occupational licenses of any person reported by the Alaska Child Support Services Division (CSSD) as not in substantial compliance with a child support order. If this office is notified by the CSSD that you are not in substantial compliance with a child support order, you may be issued a nonrenewable, temporary license valid for 150 days. Contact Child Support Services at (907) 269-6900 or the Post-Secondary Education office at (907) 465-2962 or 1-800-441-2962 to resolve payment issues.

PUBLIC INFORMATION – Please be aware that all information on this application form will be available to the public, unless required to be kept confidential by state or federal law. Information about current licensees, including mailing addresses, is available on the division’s website at: www.commerce.alaska.gov/occ, under “License Search”.

STATUTES AND REGULATIONS – The complete set of statutes and regulations for this program is available on the division’s website. If you are unable to download the statutes and regulations, please contact the division and request a copy by mail. www.commerce.alaska.gov/occ/pead.htm

Electrical Administrator License Categories, Qualifications and Scope

UNLIMITED LINework CATEGORY

12 AAC 32.055. QUALIFICATIONS FOR AN ELECTRICAL ADMINISTRATOR LICENSE IN THE UNLIMITED LINework CATEGORY. An applicant for an electrical administrator license in the unlimited linework category shall furnish proof satisfactory to the department that the applicant has

- (1) practical experience as a journeyman lineman in outside linework for at least four of the six years immediately before the date of application;
- (2) construction management experience in outside linework as a field superintendent or similar position in outside linework for at least four of the six years immediately before the date of application;
- (3) a degree in electrical engineering from a nationally or regionally accredited college or university plus practical experience as a journeyman lineman or field engineer in outside linework for at least one of the three years immediately before the date of application;
- (4) a registration in the state as a professional electrical engineer plus management experience in the electrical construction industry as a field engineer or in a similar engineering position for at least one of the three years immediately before the date of application; or
- (5) experience as a journeyman lineman in outside linework for three of the six years immediately before the date of application and
 - (A) one year of experience during those six years as a certified electrical inspector for a state or municipality;
 - (B) one year of experience during those six years as a full-time electrical instructor at a college, university, or trade school that is nationally or regionally accredited or approved by the Alaska Commission on Postsecondary Education; or
 - (C) completion of a curriculum that the division determines is related to outside linework at a college, university, or trade school that is nationally or regionally accredited or approved by the Alaska Commission on Postsecondary Education.

12 AAC 32.065. EXAMINATION FOR AN ELECTRICAL ADMINISTRATOR LICENSE IN THE UNLIMITED LINework CATEGORY. An applicant for an electrical administrator license in the unlimited linework category will be examined to determine the

- (1) applicant's knowledge of outside linework and outside communications;
- (2) familiarity with the applicable portions of the regulations contained in the National Electrical Code and the National Electrical Safety Code, as approved by the American National Standards Institute, other applicable installation and safety regulations approved by the American National Standards Institute; and
- (3) practical skill and ability in outside linework and outside communications.

12 AAC 32.075. SCOPE OF AN ELECTRICAL ADMINISTRATOR LICENSE IN THE UNLIMITED LINework CATEGORY. (a) The holder of an electrical administrator license in the unlimited linework category may supervise, in accordance with AS 08.40.195,

- (1) all outside linework defined in (b) of this section; and
 - (2) the work defined under the outside communications category in 12 AAC 32.125(b).
- (b) Outside linework includes
- (1) all work necessary to the assembling, installation, erection, operation, maintenance, or repair of all electrical apparatus, devices, wires, cables, supports, insulators, conductors, ducts, and raceways when they are part of distribution systems outside of buildings and are outside of property lines of any given property up to and including the primary side of transformers;
 - (2) all underground ducts and cables when they are part of a system of a distributing company or utility;
 - (3) all outdoor substations and electrical connections up to and including the setting of transformers and the connecting of the primary busses to them;
 - (4) all outdoor street lighting on public thoroughfares, roadways, and rights-of-way;
 - (5) all linework consisting of wood, concrete, metal, or substitutes for those materials; and
 - (6) all linework consisting of poles or towers, including wires, cables, or other apparatus supported by them.

OUTSIDE COMMUNICATIONS CATEGORY

12 AAC 32.105. QUALIFICATIONS FOR AN ELECTRICAL ADMINISTRATOR LICENSE IN THE OUTSIDE COMMUNICATIONS CATEGORY. An applicant for an electrical administrator license in the outside communications category shall furnish proof satisfactory to the department that the applicant

- (1) has practical experience as a journeyman in outside communications for at least two of the four years immediately before the date of application; or
- (2) is a graduate of a college, university, or trade school in outside communications that is nationally or regionally accredited or approved by the Alaska Commission on Postsecondary Education.

12 AAC 32.115. EXAMINATION FOR AN ELECTRICAL ADMINISTRATOR LICENSE IN THE OUTSIDE COMMUNICATIONS CATEGORY. An applicant for an electrical administrator license in the outside communications category will be examined to determine the

- (1) applicant's knowledge of outside communications;
- (2) familiarity with the applicable portions of the regulations contained in the National Electrical Code and the National Electrical Safety Code, as approved by the American National Standards Institute, other applicable installation and safety regulations approved by the American National Standards Institute; and
- (3) practical skill and ability in outside communications.

12 AAC 32.125. SCOPE OF AN ELECTRICAL ADMINISTRATOR LICENSE IN THE OUTSIDE COMMUNICATIONS CATEGORY. (a) The holder of an electrical administrator license in the outside communications category may supervise all work defined in (b) of this section in accordance with AS 08.40.195.

- (b) Outside communications includes outside linework as defined in 12 AAC 32.075(b) but limited to the installation, operation, maintenance, and repair of telephone, telegraph, cable television, and intercommunication facilities, up to the first point of distribution or the first terminal inside of building or property lines.

UNLIMITED COMMERCIAL WIRING CATEGORY

12 AAC 32.145. QUALIFICATIONS FOR AN ELECTRICAL ADMINISTRATOR LICENSE IN THE UNLIMITED COMMERCIAL WIRING CATEGORY. An applicant for an electrical administrator license in the unlimited commercial wiring category shall furnish proof satisfactory to the department that the applicant has

- (1) practical experience as a journeyman electrician in inside commercial wiring for at least four of the six years immediately before the date of application;
- (2) construction management experience in inside wiring as a field superintendent or similar position in inside wiring for at least four of the six years immediately before the date of application;
- (3) a degree in electrical engineering from a nationally or regionally accredited college or university plus practical experience as a journeyman electrician or field engineer in inside commercial wiring for at least one of the three years immediately before the date of application;
- (4) a registration in the state as a professional electrical engineer plus management experience in the electrical construction industry as a field engineer or in a similar position for at least one of the three years immediately before the date of application; or
- (5) experience as a journeyman electrician in inside commercial wiring for three of the six years immediately before the date of application and
 - (A) one year of experience during those six years as a certified electrical inspector for a state or municipality;
 - (B) one year of experience during those six years as a full-time electrical instructor at a college, university, or trade school that is nationally or regionally accredited or approved by the Alaska Commission on Postsecondary Education; or
 - (C) completion of a curriculum that the division determines is related to inside commercial wiring at a college, university, or trade school that is nationally or regionally accredited or approved by the Alaska Commission on Postsecondary Education.

12 AAC 32.155. EXAMINATION FOR AN ELECTRICAL ADMINISTRATOR LICENSE IN THE UNLIMITED COMMERCIAL WIRING CATEGORY. An applicant for an electrical administrator license in the unlimited commercial wiring category will be examined to determine the

- (1) applicant's knowledge of commercial and residential inside wiring, inside communications, and low voltage control wiring;
- (2) familiarity with the applicable portions of the regulations contained in the National Electrical Code and other applicable installation and safety regulations approved by the American National Standards Institute; and
- (3) practical skill and ability in commercial and residential inside wiring, inside communications, and low voltage control wiring.

12 AAC 32.165. SCOPE OF AN ELECTRICAL ADMINISTRATOR LICENSE IN THE UNLIMITED COMMERCIAL WIRING CATEGORY. (a) The holder of an electrical administrator license in the unlimited commercial wiring category may supervise, in accordance with AS 08.40.195,

- (1) all inside wiring work defined in (b) of this section;
 - (2) the work defined under the inside communications category in 12 AAC 32.195(b);
 - (3) the work defined under the residential wiring category in 12 AAC 32.235(b); and
 - (4) the work defined under the controls and control wiring category in 12 AAC 32.275(b).
- (b) Inside wiring includes
- (1) installation, construction, operation, maintenance, and repair of all electrical work subject to the National Electrical Code within buildings and within property lines of any given property, and beginning at the secondary side of the transformer or street lighting and traffic signalization on public thoroughfares, roadways, or rights-of-way; and
 - (2) work starting immediately after the first point of attachment of aerial or underground conductors to buildings or structures if aerial or underground wires or cables are used to provide power for buildings or structures within the property lines of any given property.
- (c) Unlimited commercial wiring does not include
- (1) linework consisting of poles and towers, including the wires, cables, and other apparatus supported by them; and
 - (2) outdoor substations or other work defined under the unlimited linework category.

INSIDE COMMUNICATIONS CATEGORY

12 AAC 32.175. QUALIFICATIONS FOR AN ELECTRICAL ADMINISTRATOR LICENSE IN THE INSIDE COMMUNICATIONS CATEGORY. An applicant for an electrical administrator license in the inside communications category shall furnish proof satisfactory to the department that the applicant

- (1) has practical experience as a journeyman in inside communications for at least two of the four years immediately before the date of application; or
- (2) is a graduate of a college, university, or trade school in inside communications that is nationally or regionally accredited or approved by the Alaska Commission on Postsecondary Education.

12 AAC 32.185. EXAMINATION FOR AN ELECTRICAL ADMINISTRATOR LICENSE IN THE INSIDE COMMUNICATIONS CATEGORY. An applicant for an electrical administrator license in the inside communications category will be examined to determine

- (1) the applicant's knowledge of inside communications;
- (2) familiarity with the applicable portions of the regulations contained in the National Electrical Code and other applicable installation and safety regulations approved by the American National Standards Institute; and
- (3) practical skill and ability in inside communications.

12 AAC 32.195. SCOPE OF AN ELECTRICAL ADMINISTRATOR LICENSE IN THE INSIDE COMMUNICATIONS CATEGORY. (a) The holder of an electrical administrator license in the inside communications category may supervise all work defined in (b) of this section in accordance with AS 08.40.195.

- (b) Inside communications includes work within the inside wiring jurisdiction but limited to the installation, operation, maintenance, and repair of telephone, telegraph, cable television, and intercommunication facilities, beginning at the first point of distribution or the first terminal inside of buildings or property lines.

RESIDENTIAL WIRING CATEGORY

12 AAC 32.215. QUALIFICATIONS FOR AN ELECTRICAL ADMINISTRATOR LICENSE IN THE RESIDENTIAL WIRING CATEGORY.

An applicant for an electrical administrator license in the residential wiring category shall furnish proof satisfactory to the department that the applicant has practical experience as a journeyman residential wireman for at least two of the four years immediately preceding the date of application.

12 AAC 32.225. EXAMINATION FOR AN ELECTRICAL ADMINISTRATOR LICENSE IN THE RESIDENTIAL WIRING CATEGORY. An applicant for an electrical administrator license in the residential wiring category will be examined to determine the

- (1) applicant's knowledge of residential wiring;
- (2) familiarity with the applicable portions of the regulations contained in the National Electrical Code and other applicable installation and safety regulations approved by the American National Standards Institute; and
- (3) practical skill and ability in residential wiring.

12 AAC 32.235. SCOPE OF AN ELECTRICAL ADMINISTRATOR LICENSE IN THE RESIDENTIAL WIRING CATEGORY. (a) The holder of an electrical administrator license in the residential wiring category may supervise all work defined in (b) of this section, in accordance with AS 08.40.195, on a residential dwelling unit not exceeding three stories in height and no larger than a four-plex except three phase services and wiring.

(b) Residential wiring is limited to the residential occupancies described in (a) of this section, and includes

- (1) inside wiring work as defined in 12 AAC 32.165(b);
- (2) inside communications work as defined in 12 AAC 32.195(b); and
- (3) control and control wiring work as defined in 12 AAC 32.275(b).

CONTROLS AND CONTROL WIRING CATEGORY

12 AAC 32.255. QUALIFICATIONS FOR AN ELECTRICAL ADMINISTRATOR LICENSE IN THE CONTROLS AND CONTROL WIRING CATEGORY. An applicant for an electrical administrator license in the controls and control wiring category shall furnish proof satisfactory to the department that the applicant is licensed as a mechanical administrator under AS 08.40 and 12 AAC 39 and has

- (1) practical experience as a journeyman installing low voltage controls of 48 volts or less for at least two of the four years immediately before the date of application;
- (2) construction management experience in low voltage control wiring as a field superintendent or similar position in low voltage control wiring for at least two of the four years immediately before the date of application; or
- (3) a registration in the state as an electrical or mechanical engineer plus management experience in the electrical or mechanical low voltage control wiring industry as a field engineer for at least one of the three years immediately before the date of application.

12 AAC 32.265. EXAMINATION FOR AN ELECTRICAL ADMINISTRATOR LICENSE IN THE CONTROLS AND CONTROL WIRING CATEGORY. An applicant for an electrical administrator license in the controls and control wiring category will be examined to determine the

- (1) applicant's knowledge of low voltage control wiring;
- (2) familiarity with the applicable portions of the regulations contained in the National Electrical Code and other applicable installation and safety regulations approved by the American National Standards Institute; and
- (3) practical skill and ability in low voltage control wiring.

12 AAC 32.275. SCOPE OF AN ELECTRICAL ADMINISTRATOR LICENSE IN THE CONTROLS AND CONTROL WIRING CATEGORY. (a) The holder of an electrical administrator license in the controls and control wiring category may supervise all work defined in (b) of this section in accordance with AS 08.40.195.

(b) Controls and control wiring includes the installation of low voltage controls and control wiring of 48 volts or less for heating, plumbing, process piping, cooling, ventilating, humidifying, and refrigerating equipment. Nothing in this section limits the authority or responsibility of a mechanical administrator to ensure that the controls being installed or modified properly function as an integral part of the mechanical system.

(c) Controls and control wiring does not include the installation of power wiring.

12 AAC 32.930. YEAR OF EXPERIENCE DEFINED. In this chapter, a year of experience means that within a 12-consecutive-month period the applicant worked in a required field or position for at least 1,500 hours.

PROFESSIONAL DATA FOR LICENSURE BY CREDENTIALS

List the state(s) in which you are or have been certified or licensed as an Electrical Administrator (or an equivalent license).

State: _____ License No.: _____ Date Issued: _____ Exp. Date: _____
State: _____ License No.: _____ Date Issued: _____ Exp. Date: _____
State: _____ License No.: _____ Date Issued: _____ Exp. Date: _____

List the state(s) in which you took an electrical administrator's examination.

State: _____ Administered by: _____ Exam Date: _____ (Circle one) Pass or Fail
State: _____ Administered by: _____ Exam Date: _____ (Circle one) Pass or Fail
State: _____ Administered by: _____ Exam Date: _____ (Circle one) Pass or Fail

If applying for licensure by credentials, complete the enclosed Verification of Licensure and Examination form and forward to the state where you are currently licensed for the endorsing state's completion.

ALL APPLICANTS MUST COMPLETE THE FOLLOWING

If you answer "yes" to any of the following questions, please explain dates and circumstances on a separate sheet of paper, signed by you, and provide copies of supporting documents that are applicable (court documents, etc.):

- 1. Has your professional license ever been denied, revoked, suspended, surrendered, stipulated, on probation, or been subject to any other restriction or disciplinary action in any jurisdiction? Yes No
- 2. Have you ever been found guilty of misconduct, dishonesty, fraud, incompetence, and/or gross negligence in the practice for which you are applying? Yes No

I HEREBY CERTIFY that the information contained in this application is true and correct to the best of my knowledge. I further certify that all credentials supplied by me are true and correct. I understand that any false or misleading information may result in failure to obtain licensure or subsequent revocation of my license (AS 08.40.170). I understand that information supplied with this application is considered public, unless required to be kept confidential pursuant to state or federal law.

SIGN HERE



Signature of Applicant

SUBSCRIBED AND SWORN TO before me this _____ day of _____, 20_____.



Notary Public

for the State of _____

My Commission Expires: _____

SEAL

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RÉSUMÉ

Describe in detail job related experience obtained in the category(ies) for which you are applying. Note that a year of experience means that within a 12-consecutive-month period you worked in a required field or position for at least 1,500 hours (12 AAC 32.930).

LIST MOST RECENT EMPLOYMENT FIRST

NAME OF EMPLOYER: _____			
Contractor License Number, if Alaska Contractor: _____			
MAILING ADDRESS: _____			
Street or P.O. Box	City	State	Zip
DATES OF EMPLOYMENT: _____		HOURS WORKED PER WEEK: _____	
FROM (month/year)	TO (month/year)	TOTAL YEARS/MONTHS: _____	
IN WHAT CAPACITY DID YOU WORK:		TOTAL NUMBER OF HOURS: _____	
<input type="checkbox"/> Journeyman	<input type="checkbox"/> Foreman	<input type="checkbox"/> Supervisor	<input type="checkbox"/> Contractor
<input type="checkbox"/> Other, Please specify: _____			
DESCRIBE JOB DUTIES PERFORMED (RELATED TO CATEGORY FOR WHICH YOU ARE APPLYING):			

NAME OF EMPLOYER: _____			
Contractor License Number, if Alaska Contractor: _____			
MAILING ADDRESS: _____			
Street or P.O. Box	City	State	Zip
DATES OF EMPLOYMENT: _____		HOURS WORKED PER WEEK: _____	
FROM (month/year)	TO (month/year)	TOTAL YEARS/MONTHS: _____	
IN WHAT CAPACITY DID YOU WORK:		TOTAL NUMBER OF HOURS: _____	
<input type="checkbox"/> Journeyman	<input type="checkbox"/> Foreman	<input type="checkbox"/> Supervisor	<input type="checkbox"/> Contractor
<input type="checkbox"/> Other, Please specify: _____			
DESCRIBE JOB DUTIES PERFORMED (RELATED TO CATEGORY FOR WHICH YOU ARE APPLYING):			

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RÉSUMÉ

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LIST MOST RECENT EMPLOYMENT FIRST

NAME OF EMPLOYER: _____			
Contractor License Number, if Alaska Contractor: _____			
MAILING ADDRESS: _____			
Street or P.O. Box	City	State	Zip
DATES OF EMPLOYMENT: _____		HOURS WORKED PER WEEK: _____	
FROM (month/year)	TO (month/year)	TOTAL YEARS/MONTHS: _____	
IN WHAT CAPACITY DID YOU WORK:		TOTAL NUMBER OF HOURS: _____	
<input type="checkbox"/> Journeyman	<input type="checkbox"/> Foreman	<input type="checkbox"/> Supervisor	<input type="checkbox"/> Contractor
<input type="checkbox"/> Other, Please specify: _____			
DESCRIBE JOB DUTIES PERFORMED (RELATED TO CATEGORY FOR WHICH YOU ARE APPLYING):			

NAME OF EMPLOYER: _____			
Contractor License Number, if Alaska Contractor: _____			
MAILING ADDRESS: _____			
Street or P.O. Box	City	State	Zip
DATES OF EMPLOYMENT: _____		HOURS WORKED PER WEEK: _____	
FROM (month/year)	TO (month/year)	TOTAL YEARS/MONTHS: _____	
IN WHAT CAPACITY DID YOU WORK:		TOTAL NUMBER OF HOURS: _____	
<input type="checkbox"/> Journeyman	<input type="checkbox"/> Foreman	<input type="checkbox"/> Supervisor	<input type="checkbox"/> Contractor
<input type="checkbox"/> Other, Please specify: _____			
DESCRIBE JOB DUTIES PERFORMED (RELATED TO CATEGORY FOR WHICH YOU ARE APPLYING):			

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RÉSUMÉ

Describe in detail job related experience obtained in the category(ies) for which you are applying. Note that a year of experience means that within a 12-consecutive-month period you worked in a required field or position for at least 1,500 hours (12 AAC 32.930).

LIST MOST RECENT EMPLOYMENT FIRST

NAME OF EMPLOYER: _____			
Contractor License Number, if Alaska Contractor: _____			
MAILING ADDRESS: _____			
Street or P.O. Box	City	State	Zip
DATES OF EMPLOYMENT: _____		HOURS WORKED PER WEEK: _____	
FROM (month/year)	TO (month/year)	TOTAL YEARS/MONTHS: _____	
IN WHAT CAPACITY DID YOU WORK:		TOTAL NUMBER OF HOURS: _____	
<input type="checkbox"/> Journeyman	<input type="checkbox"/> Foreman	<input type="checkbox"/> Supervisor	<input type="checkbox"/> Contractor
<input type="checkbox"/> Other, Please specify: _____			
DESCRIBE JOB DUTIES PERFORMED (RELATED TO CATEGORY FOR WHICH YOU ARE APPLYING):			

NAME OF EMPLOYER: _____			
Contractor License Number, if Alaska Contractor: _____			
MAILING ADDRESS: _____			
Street or P.O. Box	City	State	Zip
DATES OF EMPLOYMENT: _____		HOURS WORKED PER WEEK: _____	
FROM (month/year)	TO (month/year)	TOTAL YEARS/MONTHS: _____	
IN WHAT CAPACITY DID YOU WORK:		TOTAL NUMBER OF HOURS: _____	
<input type="checkbox"/> Journeyman	<input type="checkbox"/> Foreman	<input type="checkbox"/> Supervisor	<input type="checkbox"/> Contractor
<input type="checkbox"/> Other, Please specify: _____			
DESCRIBE JOB DUTIES PERFORMED (RELATED TO CATEGORY FOR WHICH YOU ARE APPLYING):			

CERTIFICATE IN SUPPORT OF APPLICANT'S EXPERIENCE AND QUALIFICATIONS

This form is to be completed by an individual who has direct personal knowledge of the applicant's work experience and is licensed (or employed in the electrical industry if verifying inside or outside communication work) as an electrical administrator in the same category for which the applicant is applying.

This form must be returned directly to the department by the individual verifying the qualifications of the applicant.

On behalf of, _____
(Name of Applicant – please print)

I, _____
(Name of Individual Verifying Experience – please print)

attest that I have direct personal knowledge of the applicant's work experience and that I believe the applicant is qualified to be an electrical administrator in the category(ies) reflected below:

(Check all that apply)

UNLIMITED COMMERCIAL WIRING (UCW) - 12 AAC 32.145

I verify that the applicant is qualified to be licensed as an electrical administrator in this category based on:

- _____ 1. Practical experience as a journeyman electrician in inside commercial wiring;
(Dates of experience I can personally verify _____ to _____, total _____ months)
- _____ 2. Construction management experience in inside wiring as a field superintendent or similar position in inside wiring;
(Dates of experience I can personally verify _____ to _____, total _____ months)
- _____ 3. A degree in electrical engineering from a nationally or regionally accredited college or university plus practical experience as a journeyman electrician or field engineer in inside commercial wiring;
(Dates of experience I can personally verify _____ to _____, total _____ months)
- _____ 4. A registration in the State of Alaska as a professional electrical engineer plus management experience in the electrical construction industry as a field engineer or in a similar position;
(Dates of experience I can personally verify _____ to _____, total _____ months)
- _____ 5. Experience as a journeyman electrician in inside commercial wiring and one year (during qualifying years) of experience as (a) a certified electrical inspector for a state or municipality; or (b) a full-time electrical instructor at a college, university, or trade school that is nationally or regionally accredited or approved by the Alaska Commission on Postsecondary Education; or (c) completion of a curriculum that the division determines is related to inside commercial wiring at a college, university, or trade school that is nationally or regionally accredited or approved by the Alaska Commission on Postsecondary Education.
(Dates of experience I can personally verify _____ to _____, total _____ months)

RESIDENTIAL WIRING (RW) - 12 AAC 32.215

I verify that the applicant is qualified to be licensed as an electrical administrator in this category based on:

- _____ 1. Practical experience as a journeyman residential wireman.
(Dates of experience I can personally verify _____ to _____, total _____ months)

CONTROLS AND CONTROL WIRING (CNTL) - 12 AAC 32.255

I verify that the applicant is qualified to be licensed as an electrical administrator in this category based on:

- _____ 1. Practical experience as a journeyman installing low voltage controls of 48 volts or less;
(Dates of experience I can personally verify _____ to _____, total _____ months)
- _____ 2. Construction management experience in low voltage control wiring as a field supervisor or similar position in low voltage control wiring;
(Dates of experience I can personally verify _____ to _____, total _____ months)
- _____ 3. A registration in the State of Alaska as an electrical or mechanical engineer plus management experience in the electrical or mechanical low voltage control wiring industry as a field engineer.
(Dates of experience I can personally verify _____ to _____, total _____ months)

INSIDE COMMUNICATIONS (IC) - 12 AAC 32.175

I verify that the applicant is qualified to be licensed as an electrical administrator in this category based on:

- _____ 1. Practical experience as a journeyman in inside communications;
(Dates of experience I can personally verify _____ to _____, total _____ months)
- _____ 2. A degree from a college, university, or trade school in inside communications that is nationally or regionally accredited or approved by the Alaska Commission on Postsecondary Education.

OUTSIDE COMMUNICATIONS (OC) - 12 AAC 32.105

I verify that the applicant is qualified to be licensed as an electrical administrator in this category based on:

- _____ 1. Practical experience as a journeyman in outside communications;
(Dates of experience I can personally verify _____ to _____, total _____ months)
- _____ 2. A degree from a college, university, or trade school in outside communications that is nationally or regionally accredited or approved by the Alaska Commission on Postsecondary Education.

UNLIMITED LINEWORK OUTSIDE (UL) - 12 AAC 32.055

I verify that the applicant is qualified to be licensed as an electrical administrator in this category based on:

- _____ 1. Practical experience as a journeyman lineman in outside linework;
(Dates of experience I can personally verify _____ to _____, total _____ months)
- _____ 2. Construction management experience in outside linework as a field superintendent or similar position in outside linework;
(Dates of experience I can personally verify _____ to _____, total _____ months)
- _____ 3. A degree in electrical engineering from a nationally or regionally accredited college or university plus practical experience as a journeyman lineman or field engineer in outside linework;
(Dates of experience I can personally verify _____ to _____, total _____ months)
- _____ 4. A registration in the State of Alaska as a professional electrical engineer plus management experience in the electrical construction industry as a field engineer or in a similar engineering position;
(Dates of experience I can personally verify _____ to _____, total _____ months)
- _____ 5. Experience as a journeyman lineman in outside linework and one year (during qualifying years) of experience as (a) a certified electrical inspector for a state or municipality; or (b) one year of experience as a full-time electrical instructor at a college, university, or trade school that is nationally or regionally accredited or approved by the Alaska Commission on Postsecondary Education; or (c) completion of a curriculum that the division determines is related to outside linework at a college, university, or trade school that is nationally or regionally accredited or approved by the Alaska Commission on Postsecondary Education.
(Dates of experience I can personally verify _____ to _____, total _____ months)

Name of Employer: _____

Mailing Address: _____
Street or P.O. Box City State Zip

Position Title: _____ Daytime Phone No.: _____

License No. (if applicable): _____ License Type: _____ State: _____

How long have you known the applicant? _____
Number of months / years

How were/are you associated with the applicant? _____

By my signature below, I attest that the information I provided on this form is true and correct to the best of my knowledge. I further attest that I believe the applicant has the required skills and qualifications necessary to receive licensure as an electrical administrator. I understand that the department may contact me to substantiate the qualifications of the applicant.

Signature

SUBSCRIBED AND SWORN TO before, a Notary Public, in and for the State of _____,

this _____ day of _____, 20_____.

Notary Public

NOTARY SEAL

My Commission Expires: _____

CERTIFICATE IN SUPPORT OF APPLICANT'S EXPERIENCE AND QUALIFICATIONS

This form is to be completed by an individual who has direct personal knowledge of the applicant's work experience and is licensed (or employed in the electrical industry if verifying inside or outside communication work) as an electrical administrator in the same category for which the applicant is applying.

This form must be returned directly to the department by the individual verifying the qualifications of the applicant.

On behalf of, _____,
(Name of Applicant – please print)

I, _____,
(Name of Individual Verifying Experience – please print)

attest that I have direct personal knowledge of the applicant's work experience and that I believe the applicant is qualified to be an electrical administrator in the category(ies) reflected below:

(Check all that apply)

UNLIMITED COMMERCIAL WIRING (UCW) - 12 AAC 32.145

I verify that the applicant is qualified to be licensed as an electrical administrator in this category based on:

- _____ 1. Practical experience as a journeyman electrician in inside commercial wiring;
(Dates of experience I can personally verify _____ to _____, total _____ months)
- _____ 2. Construction management experience in inside wiring as a field superintendent or similar position in inside wiring;
(Dates of experience I can personally verify _____ to _____, total _____ months)
- _____ 3. A degree in electrical engineering from a nationally or regionally accredited college or university plus practical experience as a journeyman electrician or field engineer in inside commercial wiring;
(Dates of experience I can personally verify _____ to _____, total _____ months)
- _____ 4. A registration in the State of Alaska as a professional electrical engineer plus management experience in the electrical construction industry as a field engineer or in a similar position;
(Dates of experience I can personally verify _____ to _____, total _____ months)
- _____ 5. Experience as a journeyman electrician in inside commercial wiring and one year (during qualifying years) of experience as (a) a certified electrical inspector for a state or municipality; or (b) a full-time electrical instructor at a college, university, or trade school that is nationally or regionally accredited or approved by the Alaska Commission on Postsecondary Education; or (c) completion of a curriculum that the division determines is related to inside commercial wiring at a college, university, or trade school that is nationally or regionally accredited or approved by the Alaska Commission on Postsecondary Education.
(Dates of experience I can personally verify _____ to _____, total _____ months)

RESIDENTIAL WIRING (RW) - 12 AAC 32.215

I verify that the applicant is qualified to be licensed as an electrical administrator in this category based on:

- _____ 1. Practical experience as a journeyman residential wireman.
(Dates of experience I can personally verify _____ to _____, total _____ months)

CONTROLS AND CONTROL WIRING (CNTL) - 12 AAC 32.255

I verify that the applicant is qualified to be licensed as an electrical administrator in this category based on:

- _____ 1. Practical experience as a journeyman installing low voltage controls of 48 volts or less;
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- _____ 2. Construction management experience in low voltage control wiring as a field supervisor or similar position in low voltage control wiring;
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(Dates of experience I can personally verify _____ to _____, total _____ months)

INSIDE COMMUNICATIONS (IC) - 12 AAC 32.175

I verify that the applicant is qualified to be licensed as an electrical administrator in this category based on:

- _____ 1. Practical experience as a journeyman in inside communications;
(Dates of experience I can personally verify _____ to _____, total _____ months)
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OUTSIDE COMMUNICATIONS (OC) - 12 AAC 32.105

I verify that the applicant is qualified to be licensed as an electrical administrator in this category based on:

- _____ 1. Practical experience as a journeyman in outside communications;
(Dates of experience I can personally verify _____ to _____, total _____ months)
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UNLIMITED LINEWORK OUTSIDE (UL) - 12 AAC 32.055

I verify that the applicant is qualified to be licensed as an electrical administrator in this category based on:

- _____ 1. Practical experience as a journeyman lineman in outside linework;
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(Dates of experience I can personally verify _____ to _____, total _____ months)

Name of Employer: _____

Mailing Address: _____
Street or P.O. Box City State Zip

Position Title: _____ Daytime Phone No.: _____

License No. (if applicable): _____ License Type: _____ State: _____

How long have you known the applicant? _____
Number of months / years

How were/are you associated with the applicant? _____

By my signature below, I attest that the information I provided on this form is true and correct to the best of my knowledge. I further attest that I believe the applicant has the required skills and qualifications necessary to receive licensure as an electrical administrator. I understand that the department may contact me to substantiate the qualifications of the applicant.

Signature

SUBSCRIBED AND SWORN TO before, a Notary Public, in and for the State of _____,

this _____ day of _____, 20_____.

Notary Public

NOTARY SEAL

My Commission Expires: _____

CERTIFICATE IN SUPPORT OF APPLICANT'S EXPERIENCE AND QUALIFICATIONS

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On behalf of, _____,

(Name of Applicant – please print)

I, _____

(Name of Individual Verifying Experience – please print)

attest that I have direct personal knowledge of the applicant's work experience and that I believe the applicant is qualified to be an electrical administrator in the category(ies) reflected below:

(Check all that apply)

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(Dates of experience I can personally verify _____ to _____, total _____ months)
- _____ 3. A registration in the State of Alaska as an electrical or mechanical engineer plus management experience in the electrical or mechanical low voltage control wiring industry as a field engineer.
(Dates of experience I can personally verify _____ to _____, total _____ months)

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OUTSIDE COMMUNICATIONS (OC) - 12 AAC 32.105

I verify that the applicant is qualified to be licensed as an electrical administrator in this category based on:

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UNLIMITED LINEWORK OUTSIDE (UL) - 12 AAC 32.055

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(Dates of experience I can personally verify _____ to _____, total _____ months)
- _____ 4. A registration in the State of Alaska as a professional electrical engineer plus management experience in the electrical construction industry as a field engineer or in a similar engineering position;
(Dates of experience I can personally verify _____ to _____, total _____ months)
- _____ 5. Experience as a journeyman lineman in outside linework and one year (during qualifying years) of experience as (a) a certified electrical inspector for a state or municipality; or (b) a full-time electrical instructor at a college, university, or trade school that is nationally or regionally accredited or approved by the Alaska Commission on Postsecondary Education; or (c) completion of a curriculum that the division determines is related to outside linework at a college, university, or trade school that is nationally or regionally accredited or approved by the Alaska Commission on Postsecondary Education.
(Dates of experience I can personally verify _____ to _____, total _____ months)

Name of Employer: _____

Mailing Address: _____
Street or P.O. Box City State Zip

Position Title: _____ Daytime Phone No.: _____

License No. (if applicable): _____ License Type: _____ State: _____

How long have you known the applicant? _____
Number of months / years

How were/are you associated with the applicant? _____

By my signature below, I attest that the information I provided on this form is true and correct to the best of my knowledge. I further attest that I believe the applicant has the required skills and qualifications necessary to receive licensure as an electrical administrator. I understand that the department may contact me to substantiate the qualifications of the applicant.

Signature

SUBSCRIBED AND SWORN TO before, a Notary Public, in and for the State of _____,

this _____ day of _____, 20_____.

Notary Public

NOTARY SEAL

My Commission Expires: _____

STATE OF ALASKA
DEPARTMENT OF COMMERCE, COMMUNITY, AND ECONOMIC DEVELOPMENT
DIVISION OF CORPORATIONS, BUSINESS AND PROFESSIONAL LICENSING
CONTRACTOR LICENSING SECTION
333 WILLOUGHBY AVENUE, 9TH FLOOR, JUNEAU, ALASKA 99801
P.O. BOX 110806, JUNEAU, ALASKA 99811-0806
PHONE: 907-465-8443
WEBSITE: www.commerce.alaska.gov/occ/
EMAIL: gerald.hannasch@alaska.gov

VERIFICATION OF ELECTRICAL ADMINISTRATOR LICENSURE AND EXAMINATION

SECTION I

APPLICANT: If you are applying for licensure by credentials, please complete this section, and forward to the state in which you were examined and licensed for completion of Sections II and III. This form is to be sent directly from the licensing agency itself to this division at the above address. All costs associated with compliance of this request should be prepaid by yourself.

Name: _____
Last First M.I. Maiden

Address: _____
Street/Box No. City State Zip Code

Telephone: _____ Date of Birth: _____

Signature: _____ Date Signed: _____

**The information in Section II must be completed by the appropriate state licensing board.
It is not to be completed by the applicant.**

SECTION II

The above-named applicant is applying for licensure as an Electrical Administrator in the State of Alaska. Please complete the following and return to the Division of Corporations, Business and Professional Licensing at the address listed above, along with a copy of examination score report(s) and examination outline.

Name: _____

Date of Birth: _____ License Category: _____

Date License Issued: _____ License Number: _____

Basis of Licensure: Examination date: _____ Credentials Which State: _____

Other (please specify): _____

Status: Current Inactive Lapsed Expiration Date: _____

Has this license ever been the subject of any licensing action: Yes No Date: _____

(If yes, please provide a copy of the order)

Comments:

SECTION III

The examination was administered by: _____

on: _____

The examination consisted of the following subject matters:

Written:

- | | |
|----------|--------------|
| 1. _____ | Score: _____ |
| 2. _____ | Score: _____ |
| 3. _____ | Score: _____ |
| 4. _____ | Score: _____ |
| 5. _____ | Score: _____ |
| 6. _____ | Score: _____ |

Please list any additional subjects examined with achieved scores or any additional statement you may consider valuable to the evaluation of this application for electrical administrator.

Comments: _____

Signed: _____

Title: _____

State of: _____

Date: _____

SEAL

PLEASE RETURN THIS COMPLETED FORM ALONG WITH COPY OF EXAMINATION SCORE REPORT(S) AND EXAM OUTLINE DIRECTLY TO:

STATE OF ALASKA
DEPARTMENT OF COMMERCE, COMMUNITY, AND ECONOMIC DEVELOPMENT
DIVISION OF CORPORATIONS, BUSINESS AND PROFESSIONAL LICENSING
P.O. BOX 110806
JUNEAU, AK 99811-0806