



## STATE PLUMBING BOARD OF LOUISIANA

*"From Hospital to Home, Your Health Depends on Proper Plumbing  
— A Cornerstone of Public Health"*

11304 CLOVERLAND AVENUE  
BATON ROUGE, LOUISIANA 70809  
PHONE: (225) 756-3434 • FAX: (225) 756-3433  
WWW.SPBLA.COM

### **MASTER PLUMBER EXAM APPLICATION INSTRUCTIONS** **PLEASE READ COMPLETELY**

Section 1378 of LA. R.S. 37:1361 et seq. provides for revoking licenses. This clause applies to applicants, as well as, licensed plumbers. **FALSE STATEMENTS CAN DISQUALIFY YOU FROM TAKING THE EXAMINATION.**

**To qualify for examination**, the applicant must have a current Louisiana Journeyman Plumbing license **OR** hold a current license issued by the Professional Engineering and Land Surveying Board certifying or registering you as a professional engineer. Engineer license holders must produce a copy of a current license when applying.

Examinations are held in February, May, August, and November at the State Plumbing Board. Please mail applications and correspondence to **11304 Cloverland Avenue, Baton Rouge, La, 70809**. Examination dates are subject to change due to conditions beyond the control of the Board. **EXAMINATION FEE: \$110.00 (\$100.00 Exam Fee + \$10.00 Processing Charge).**

**Applicants are scheduled on a first come first serve basis.** First time and returning applicants **MUST** submit applications no less than 30 (thirty) days before any scheduled examination. This application must be filled in by the applicant, properly signed, have a photo attached, and witnessed before a Notary Public. All tools and material for the examination are furnished to the applicant without additional costs, however, **the applicant may bring the books necessary to take the Exam: Title 51 Public Health Sanitary Code, 2000 Louisiana Plumbing Code, and NASCLA Louisiana Master Plumbers Guide to Business Law & Project Management 1st Edition.**

**No applicant should appear for the examination unless they have received a notice from the Board.** Notices will be mailed directly to the applicant; therefore, it is imperative that the Board have the applicant's correct mailing address. This notice must be presented at the examination site. Applicants will be required to show a photo identification, before being allowed to take the examination. If an applicant withdraws an application, thirty (30) days prior to the examination, fifty percent (50%) of the examination fee will be retained for administrative costs. If an applicant does not appear for the scheduled examination or cancels less than thirty (30) days prior, the exam fee will be forfeited.

Test scores will be mailed out no later than 2 weeks after exam. **Scores cannot be given over the phone.** Upon passing the examination, an applicant will be notified to complete the appropriate form and return it with a \$190 Active/ \$40 Inactive fee for their first license. Each license holder will be responsible for taking continuing education each year through an approved provider and renewing this license each year with the State Plumbing Board thereafter before December 31st to avoid delinquent fees.

#### **THE APPLICANT MUST SIGN BELOW INDICATING THAT THE ABOVE INSTRUCTIONS HAVE BEEN READ.**

I, \_\_\_\_\_ (PRINT NAME) have read the instructions to apply for the Master Plumber Examination and fully understand that the instruction sheet is part of my application and must be signed, dated and returned in order to qualify for the Journeyman Examination.

Applicant's Signature: \_\_\_\_\_ Signed This Date: \_\_\_\_\_



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**PLEASE ATTACH 2X2 PHOTO HERE**  
(A Copy of a Photo I.D. Is Acceptable)

## MASTER PLUMBER EXAM APPLICATION

**Please indicate the license that is being used to apply for the exam:**

- Journeyman Plumber License    Restricted Master Plumber License    Engineering License

**If you are applying as an engineer, please provide a copy of your current license issued by the Professional Engineering and Land Surveying Board.**

**COMPLETE ALL PORTIONS OF THIS DOCUMENT & RETURN IT WITH THE APPROPRIATE FEES IN THE FORM OF A CHECK OR MONEY**

**ORDER PAYABLE TO: STATE PLUMBING BOARD OF LOUISIANA - 11304 CLOVERLAND AVE. BATON ROUGE, LA 70809**

### APPLICANT INFORMATION

Last Name: \_\_\_\_\_ First Name: \_\_\_\_\_ MI: \_\_\_\_\_ Suffix: \_\_\_\_\_

Mailing Address: \_\_\_\_\_ City: \_\_\_\_\_

State: \_\_\_\_\_ Zip: \_\_\_\_\_ Parish: \_\_\_\_\_ Date of Birth: \_\_\_\_/\_\_\_\_/\_\_\_\_

SSN: \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_ Phone: (\_\_\_\_) \_\_\_\_\_ Email: \_\_\_\_\_

**Have you ever been convicted of a felony associated with the art of plumbing?** YES / NO (CIRCLE ONE)

If you answered yes to the above question, please explain in the space provided: \_\_\_\_\_

### EMPLOYING ENTITY

Company Name: \_\_\_\_\_ Phone: (\_\_\_\_) \_\_\_\_\_

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

### CURRENT LOUISIANA LICENSES HELD

Journeyman License No.: \_\_\_\_\_ Restricted Master Plumber License No.: \_\_\_\_\_ Engineering License No.: \_\_\_\_\_

Master Plumber Exam Fee	\$100.00
Processing Charge	\$10.00
<b>Total</b>	<b>\$110.00</b>

**NOTE:** Upon passing the examination you will be notified to submit a license fee for the current year license. **THIS LICENSE MUST BE APPLIED FOR IMMEDIATELY UPON PASSING THE EXAMINATION.** You will be required to submit information regarding your employing entity and insurance requirements. **FAILURE TO SUBMIT THE LICENSE APPLICATION AND FEE WITHIN NINETY (90) DAYS OF NOTICE OF THE EXAMINATION RESULTS WILL REQUIRE RE-EXAMINATION BY THE BOARD.**

### THIS PORTION MUST BE NOTARIZED.

STATE OF LOUISIANA, PARISH OF \_\_\_\_\_.

THE APPLICANT, WHOSE NAME IS BEING SWORN, DECLARED THAT THE FOREGOING STATEMENTS SUBSCRIBED TO ARE TRUE TO THE BEST OF THEIR KNOWLEDGE AND BELIEF, THAT THEY PERSONALLY SIGNED THIS APPLICATION, AND THAT THEY HAVE READ THE STATEMENTS MADE IN THIS APPLICATION AND CAN CONFIRM THE CORRECTNESS OF THESE STATEMENTS.

**I HAVE READ AND SIGNED THE COPY OF INSTRUCTIONS BEFORE COMPLETING THE APPLICATION.**

APPLICANT'S SIGNATURE: \_\_\_\_\_

SUBSCRIBED AND SWORN TO BEFORE ME, THIS \_\_\_\_\_ DAY OF \_\_\_\_\_ 20\_\_\_\_\_

SIGNATURE OF NOTARY: \_\_\_\_\_

NOTARY SEAL

**THIS OATH MUST BE TAKEN BEFORE AN OFFICER AUTHORIZED TO ADMINISTER OATHS.**



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## MASTER PLUMBER CANDIDATE BULLETIN

### ABOUT NITC

The National Inspection, Testing and Certification Corporation (NITC) is an internationally recognized third party personnel certification agency. NITC is ISO 9002-94 certified and is an ANSI accredited Certifier-Accreditation Number 0645 in the following scope: Fire sprinkler Fitter Mastery Certification, HVAC Mastery Certification, Journeyman Pipefitting/Steam fitting, Journeyman Plumber, Medical Gas Inspector, Medical Gas Installer, Medical Gas Instructor and Medical Gas Verifier. NITC is non-discriminatory in accepting applications and issuing certifications to candidates regarding membership in any trade, association, union, etc., and is in compliance with all US Federal and State ADA regulations.

### EXAMINATION INFORMATION

The State Plumbing Board of Louisiana shall determine if the candidate is qualified to take the license qualification examination. All candidates must complete an application that must be submitted no later than thirty (30) days prior to the scheduled date of the examination. If an applicant does not appear for the scheduled examination or cancels less than thirty (30) days prior, the exam fee will be forfeited. If an applicant withdraws an application thirty (30) days prior to the examination, fifty percent (50%) of the examination fee will be retained for administrative cost. Applications and information regarding eligibility requirements, fees and examination dates are provided by the State Plumbing Board. The examinations are scheduled for: **FEBRUARY, MAY, AUGUST and NOVEMBER**. The Master Plumber examinations are conducted at the State Plumbing Board of Louisiana's testing facility in Baton Rouge, Louisiana at **11304 Cloverland Ave. Baton Rouge, LA. 70809.**

### EXAMINATION RESULTS

The proctor will ask for proper identification and will instruct the candidates on the proper method of completing the scantron form. A minimum of seventy percent (70%) is the required score to pass each examination category. NITC will forward the results of examinations to the State Plumbing Board within fifteen (15) working days. The State Plumbing Board will mail to the candidate the results of their examination. **PLEASE DO NOT CALL THE STATE PLUMBING BOARD OR NITC REQUESTING RESULTS. TESTING RESULTS WILL NOT BE GIVEN OVER THE TELEPHONE.**

### QUESTION CHALLENGES AND APPEALS PROCEDURE

Any candidate may challenge, at the conclusion of the written examination, any question(s) by completing the question challenge form that is provided in the proctor's examination package. Candidates must request the question challenge form from the proctor. The NITC Certification Staff as per Section XI of the NITC Rules and Procedures document shall review any and all challenges. Any candidate may appeal a score of an examination. Appeals shall be filed in writing and received via U.S. Mail, facsimile, or email no later than thirty (30) days from the receipt of the examination score.

### ADMISSION TO THE EXAMINATION

Once your application is approved, the State Plumbing Board will send you an Admission Letter. This Admission Letter will show the specific exam date, exam starting time, and the location of the testing facility. **NO WALK-IN APPLICANTS WILL BE ADMITTED.** Only pre-registered candidates will be admitted into the examination. If your Admission Letter is lost, or you do not receive an Admission Letter at least two (2) weeks prior to the examination date, contact the State Plumbing Board of Louisiana immediately at (225)756-3434. It is the responsibility of the candidate to notify NITC and the State Plumbing Board of any changes of address.

### SPECIAL REQUESTS FOR TAKING THE EXAMINATION

Requests for special consideration for examinations will be accommodated by NITC if possible. Candidates that have a disability that restricts their ability to take a written test under the standard conditions may request special testing arrangements. Such request must accompany the application and must be received by the normal application closing date. The request should indicate the nature of the disability and the special accommodations needed. Verification of both the disability and the need for special accommodations may be required by a licensed medical professional. Thirty (30) days' advance notice is required for all considerations.

## WHAT YOU MUST BRING WITH YOU TO THE EXAMINATION

1. ADMISSION LETTER
2. PHOTO IDENTIFICATION (You will not be admitted for the examination without official photo identification.)

You may also bring the following materials to the examination:

1. LOUISIANA STATE PLUMBING CODE, 2000 EDITION  
[https://ia802704.us.archive.org/16/items/gov.la.plumbing/la\\_plumbing.pdf](https://ia802704.us.archive.org/16/items/gov.la.plumbing/la_plumbing.pdf)
2. TITLE 51 PUBLIC HEALTH SANITARY CODE, PART XIII. (PART 13) SEWAGE DISPOSAL  
[www.doa.la.gov/osr/LAC/51V01/51.doc](http://www.doa.la.gov/osr/LAC/51V01/51.doc)
3. NASCLA LOUISIANA MASTER PLUMBERS GUIDE TO BUSINESS, LAW AND PROJECT MANAGEMENT 1ST EDITION  
23309 N. 17th Drive, Suite 110  
Phoenix, Arizona 85027  
Web Site: [www.nascla.org](http://www.nascla.org)  
(623)587-9519 or FAX: (623)587-9625  
\*Orders can be made by phone or mail.
4. A silent, nonprinting calculator
5. A tape measure or a six-foot ruler
6. Two, #2 pencils

**PLEASE NOTE: YOU MAY HIGHLIGHT AND TAB ONLY. YOU CANNOT USE OR BRING ANY REFERENCE MATERIAL THAT HAS BEEN WRITTEN IN. YOU MAY NOT WRITE IN ANY REFERENCE MATERIAL DURING THE EXAM.**

## WHAT NOT TO BRING WITH YOU TO THE EXAMINATION

No PDA's, cellular telephones, wrist watches or any other type of devices that record data can be used during the examination. No loose pages, sticky notes or note pads are allowed.

## COPYRIGHT EXAMINATION

All examinations are the copyright property of the State Plumbing Board of Louisiana. It is against federal law to copy, reproduce, record or distribute, in whole or any part of the examination, without written permission from the State Plumbing Board of Louisiana.

## CONTENT AREAS

The Master Plumber exam is an open book, written exam. Part I of the examination is eighty (80) multiple-choice questions on General Plumbing Knowledge. There is a three (3) hour limit for this part of the exam. Part II of the examination is twenty-five (25) multiple-choice questions on Practical Plumbing Knowledge. There is a two (2) hour time limit for this part of the exam. Part III of the examination is forty (40) multiple-choice questions on Business and Law Knowledge. There is a two (2) hour time limit for this part of the exam.

**Note:** Any reference to Code in Parts I and II pertains to the Louisiana Plumbing Code, 2000 Edition or Title 51 Public Health Sanitary Code Part XIV. (Part 14) Plumbing. Any reference to the business and law practices, procedures or regulations in Part III pertains to the Master Plumber Guide to Business, Law and Project Louisiana Master Plumbers Reference Manual.

Examinations are based on the following content areas.

### CONTENTS OF PART I

Part I is based on the following contents and the percentage of each is given.

<u>SUBJECT</u>	<u>PERCENTAGE</u>	<u>SUBJECT</u>	<u>PERCENTAGE</u>
Drainage Systems and Sewers	25%	Fixtures and Trims	5%
Water Supply and Backflow Prevention	20%	Excavation	5%
General Code	15%	Inspection and Testing	5%
Materials and Installation Practices	10%	Individual Sewage Treatment Systems	5%
Special Wastes and Roof Drains	5%	Safety	5%

## CONTENTS OF PART II

Part II is based on the following contents and the percentage of each is given.

<u>SUBJECT</u>	<u>PERCENTAGE</u>
Drainage Systems and Sewers	28%
Water Supply and Backflow Prevention	20%
Roof Drain Systems	8%
Installation Practices, Methods and Materials – Fitting and Materials	8%
Installation Practices, Methods and Materials – Tools	12%
Installation Practices, Methods and Materials – Procedures	8%
Terminology	5%
Plans and Specifications	12%

## CONTENTS OF PART III

Part III is based on the following contents and the percentage of each is given.

<u>SUBJECT</u>	<u>PERCENTAGE</u>
Project Management	18%
Contract Management	17%
Financial Management	10%
Risk Management	10%
Business Planning and Organization	5%
Licensing	10%
Safety (Laws and Regulations)	10%
Labor Laws	5%
Tax Laws	5%
Lien Laws	5%
Estimating and Bidding	5%