

**PLEASE ATTACH 2x2 PHOTO HERE**

(A Copy of a Photo I.D. Is Acceptable)

**TRADESMAN EXAMINATION APPLICATION**

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

To qualify for examination, you must hold a current apprenticeship registration through the State Plumbing Board of Louisiana and have performed 4,000 hours of manual labor of plumbing under the direct, constant, on-the-job supervision of a journeyman or master plumber licensed by the board.

**PLEASE PROVIDE OFFICIAL PAYROLL DOCUMENTATION WITH THIS APPLICATION SHOWING AT LEAST 4,000 HOURS**.

**APPLICANT INFORMATION**

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

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

Zip: \_\_\_\_\_\_\_\_\_\_\_ Parish: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date of Birth: \_\_\_\_\_\_/\_\_\_\_\_\_\_/\_\_\_\_\_\_\_\_\_\_ SSN: \_\_\_\_\_\_\_\_\_-\_\_\_\_\_\_\_\_-\_\_\_\_\_\_\_\_\_\_

Phone: (\_\_\_\_\_\_\_) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Email: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Apprentice License #: \_\_\_\_\_\_\_\_\_\_\_

**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 contact the State Plumbing Board of Louisiana.

**EMPLOYING ENTITY**

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

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

**APPRENTICESHIP**

Name of Apprenticeship Program: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

|  |  |
| --- | --- |
| Tradesman Exam Fee | $125.00 |
| Processing Charge | $10.00 |
| Total | $135.00 |

\_\_\_

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 THE 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.

**TRADESMAN PLUMBER PERMIT FORM**

**TRADESMAN PERMIT FEE: $75.00 (THIS FEE IS SEPARATE FROM THE EXAM FEE)**

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**APPLICANT INFORMATION**

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

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

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

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

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

**PLEASE NOTE:** You must apply, or be currently scheduled, for the Tradesman exam in order to apply for a permit. The permit will allow the approved applicant to work as a Tradesman until the date of their examination. Applicants are allowed **ONE (1)** permit per lifetime. After the expiration of the permit, the applicant must return to the direct supervision of a licensed plumber as an apprentice.

APPLICANT’S SIGNATURE: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ DATE:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

TRADESMAN CANDIDATE BULLETIN

**PLEASE SUBMIT ALL APPLICATIONS TO:**

11304 CLOVERLAND AVENUE

BATON ROUGE, LOUISIANA 70809

PHONE: (225) 756-3434 ⬝ FAX: (225) 756-3433

WWW.SPBLA.COM

**WHAT IS A TRADESMAN LICENSE?**

A Tradesman Plumber License allows a person to repair existing plumbing systems and is licensed by the board to repair existing plumbing systems in one– and two-family dwellings at the direction of a master plumber and without the supervision of a journeyman plumber. (Repair shall mean and be limited to the performance of repairs to existing plumbing, the clearing of stoppages or repairing leaks.) No Tradesman Plumber License shall permit any tradesman plumber to do the work of a journeyman plumber.

**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**

To qualify for examination, you must hold a current apprenticeship registration through the State Plumbing Board of Louisiana and have performed 4,000 hours of manual labor of plumbing under the direct, constant, on-the-job supervision of a journeyman or master plumber licensed by the board. 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: **MAY and NOVEMBER.** The Tradesman 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. **INTERNATIONAL PLUMBING CODE (IPC) 2012 EDITION (AS AMENDED BY LAC 17: I, CHAPTER 1 SECTION 107, OCTOBER 2016)**

<http://shop.iccsafe.org/2012-international-plumbing-code-ipc.html>

1. **LOUISIANA STATE REVISED STATUTES RS 37:1252 – 1378, RS 40:4 – 1730.53 (MARCH 2017)**

<https://www.spbla.com/wp-content/uploads/2020/01/RS37_40.pdf>

1. **LOUISIANA TITLE 46, PROFESSIONAL AND OCCUPATIONAL STANDARDS, PART LV. PLUMBERS**

<https://www.spbla.com/wp-content/uploads/2019/03/Title-46-Oct-2018.pdf>

1. **TITLE 17, CONSTRUCTION, PART I. UNIFORM CONSTRUCTION CODE (OCTOBER 2016)**

<https://www.spbla.com/wp-content/uploads/2020/01/Title-17-TRADESMAN.pdf>

1. **ATMOS ENERGY WEBSITE, CROSS BORE BROCHURE**

<https://www.atmosenergy.com/safety/cross-bore>

1. **LOUISIANA 811**

<https://www.spbla.com/wp-content/uploads/2020/01/Louisiana811.pdf>

1. **NATIONAL ELECTRICAL CODE (NEC) 2011 EDITION**

<http://catalog.nfpa.org/NFPA-70-National-Electrical-Code-NEC-2011-Edition-P16597.aspx>

1. A silent, nonprintingcalculator
2. A tape measure or a six-foot ruler
3. Two, #2pencils

**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 – 80 QUESTIONS, 3 HOURS & 30 MINUTES**

The Tradesman exam includes both an open book, written exam and a two (2) part practical exam. Examinations are based on the following content areas. Next to each subject heading is the approximate number of questions in the subject area.

|  |  |
| --- | --- |
| **SUBJECT** | **NUMBER OF QUESTIONS** |
| System Design and Performance Code Knowledge - SDP | 20 |
| Product Installation Code Knowledge - PI | 8 |
| Sustainable Systems and Technology Knowledge - SUS | 7 |
| Testing, Inspection, Recording, and System Components Knowledge - T | 7 |
| General Plumbing Repair and Service Trade Knowledge - RS | 20 |
| General Health and Safety Knowledge - HS | 10 |
| Fuel Gas and Mechanical Appliance Code and Trade Knowledge - FGM | 5 |
| Electrical Code and Trade Knowledge - E | 3 |
| **TOTAL NUMBER OF QUESTIONS** | **80** |

**THE SECOND PART OF THE EXAM WILL BE A PRACTICAL (HANDS ON) PORTION.**

**There will be no study material for this part.**