



# STATE PLUMBING BOARD OF LOUISIANA

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

## NATURAL GAS FITTER APPLICATION

A natural gas fitter is a person who possesses the necessary qualifications and knowledge to install, alter and/or repair natural gas systems; is licensed as such by the board; is supervised by a master gas fitter; and is in the employ of an employing entity.

1. **TO QUALIFY FOR THE EXAMINATION, AN APPLICANT MUST MEET ONE OF THE FOLLOWING REQUIREMENTS:**

- a. LOUISIANA INDENTURED APPRENTICE: The applicant must be currently enrolled in an approved apprenticeship program through the Louisiana Workforce Commission and registered as an apprentice through the State Plumbing Board and have performed 3,000 hours of manual labor of plumbing under the direct, constant, on-the-job supervision of a journeyman or master natural gas fitter licensed by the board.
- b. LOUISIANA UNIDENTURED APPRENTICE: The applicant must be a currently registered apprentice 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 natural gas fitter licensed by the board.
- c. CURRENT LOUISIANA LICENSED RESIDENTIAL PLUMBER LIMITED, JOURNEYMAN PLUMBER OR MASTER PLUMBER: The applicant may qualify for the exam by holding a current plumbing license.
- d. **OUT-OF-STATE NATURAL GAS LICENSE APPLICANTS:** if you have a valid gas fitting license in another state, you may use it to qualify to take the Natural Gas Fitter exam. **Applicants will be required to submit a copy of their out-of-state gas fitting license with the application for approval. Only States that require at least 4,000 hours on-the-job training will be accepted. If your out-of-state license does not meet the hourly requirement, you may be required to show additional proof of on-the-job training**
- e. RECIPROCATION OF LICENSURE: If you have a Texas or Arkansas license please complete the reciprocation application on our website.

2. **Applicants are scheduled on a first come first serve basis.** Applicants MUST submit applications no less than 30 (thirty) days before any scheduled examination. If an applicant withdraws an application at least 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.

3. **The Natural Gas fitter exam consists of one (1) part, 80 questions, a 3-hour written exam, and a 30-minute practical (hands-on) portion.**

The written exam is based on the following reference material:

**2021 International Fuel Gas Code (IFGC)**

The practical portion of the exam includes a:

**Screw Pipe Project**

**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 **\$40.00 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 before December 31st to avoid delinquent fees.



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## NATURAL GAS FITTER APPLICATION

Please indicate the application process being used:

☐ APPRENTICES – PLEASE PROVIDE YOUR CURRENT SPBLA APPRENTICE REGISTRATION NUMBER: \_\_\_\_\_

Please indicate below which type of apprentice you currently are:

☐ Indentured ☐ Unindentured

**INDENTURED** – an apprentice that is actively enrolled in an approved apprenticeship program and of the employment of an entity with a licensed Master performing the art of plumbing and/or natural gas fitter. Please submit at least 3,000 hours of official payroll documentation or at least 2 (two) or more W-2s where you worked full time for a licensed master company. PLEASE NOTE: When submitting W2s, you will also be required to submit an end of the year paycheck stub to match each W2.

**UNIDENTURED** – an apprentice that is of the employment of an entity with a licensed Master performing the art of plumbing and/or natural gas fitter. Please submit at least 4,000 hours of official payroll documentation or at least 2 (two) or more W-2s where you worked full time for a licensed master company. PLEASE NOTE: When submitting W2s, you will also be required to submit a paycheck stub to match each W2.

☐ OUT-OF-STATE APPLICANT – PLEASE ATTACH A COPY OF A VALID NATURAL GAS FITTER LICENSE TO THE APPLICATION. Only States that require at least 4,000 hours of on-the-job training will be accepted. If your license does not meet the hourly requirement, you may submit at least 2 (two) or more W-2s where you worked full time for a licensed natural gas fitter company.

Testing Facility – Choose one of the following:

☐ BATON ROUGE

☐ SHREVEPORT

### APPLICANT INFORMATION

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

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

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

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

### PLEASE ANSWER THE FOLLOWING QUESTIONS

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.

IF YOU ARE AN INDENTURED APPRENTICE, PLEASE INDICATE THE NAME OF THE PROVIDER YOU ARE REGISTERED WITH AND ATTACH PROOF OF ENROLLMENT.

NAME OF APPRENTICESHIP PROVIDER PROGRAM \_\_\_\_\_

### EMPLOYING ENTITY

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

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

### SCHEDULE OF FEES

**Please submit a check or money order payable to SPBLA.**

Natural Gas Fitter Exam Fee	\$125.00
Processing Charge	\$10.00
<b>Total</b>	<b>\$135.00</b>

### 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\_\_\_\_

NOTARY SEAL

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

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



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## NATURAL GAS FITTER PERMIT FORM

**NATURAL GAS FITTER PERMIT FEE: \$75.00 (THIS FEE IS SEPARATE FROM THE EXAM FEE)**

**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: \_\_\_\_\_

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

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

**PLEASE NOTE:** You must apply, or be currently scheduled, for the Natural Gas Fitter exam to apply for a permit. The permit will allow the approved applicant to work as a Natural Gas Fitter until the date of their examination. You will be allowed to apply for up to two permits, only if you pass at least one part of the exam.

After the expiration of the permit, the applicant must return to the direct supervision of a licensed gas fitter as an apprentice.

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



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## NATURAL GAS FITTER CANDIDATE BULLETIN

### ABOUT NITC

National Inspection Testing and Certification Corporation (NITC) is a third-party provider of certification services to the Piping Industry. NITC tests and certifies personnel in Medical Gas, Plumbing, Pipefitting, HVACR, Fire Protection & Safety Systems, and related industries.

### 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 costs.

Applications and information regarding eligibility requirements, fees, and examination dates are provided by the State Plumbing Board. The 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**. The examination for Shreveport is conducted at the State Plumbing Board of Louisiana in Shreveport, Louisiana at **1602 Market Street Shreveport, LA 71101**.

### 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 to 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.

### 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. **TESTING RESULTS WILL NOT BE GIVEN OVER THE PHONE.** The State Plumbing Board will mail to the candidate the results of their examination.

Please allow up to two (2) weeks to receive scores.



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## WHAT YOU MUST BRING WITH YOU TO THE EXAMINATION

- ADMISSION LETTER (EITHER A HARD COPY OR DIGITAL COPY WILL BE ACCEPTED)
- PHOTO IDENTIFICATION (You will not be admitted for the examination without official photo identification.)
- A silent, nonprinting calculator
- A tape measure
- Two, #2 pencils

You may also bring the following materials to the examination: MUST BE HARDBACK, SOFTBACK, OR IF LOOSE LEAF, MUST BE BOUND.

- 2021 INTERNATIONAL FUEL GAS CODE (IFGC)  
<https://shop.iccsafe.org/2021-international-fuel-gas-coder.html>

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

## WHAT NOT TO BRING WITH YOU TO THE EXAMINATION

No cell phones, smart watches or any other type of electronic devices that are capable of recording data can be used during the examination. You will not be allowed to bring in loose pages, sticky notes, or notepads.

## 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 Natural Gas Fitter exam includes both a one (1) part open book, written exam and a one (1) part practical exam.

## PART I, WRITTEN EXAM: 80 QUESTIONS, 3 HOURS

Examinations are based on the following content areas. Next to each subject heading is the approximate percentage of questions in the subject area.

<u>DOMAIN AREA</u>	<u>PERCENT OF EXAM</u>
Definitions, General Regulations and Trade Knowledge	43.75%
Fuel Gas Appliance and Venting Code Knowledge	26.25%
Piping Installation Code Knowledge	27.5%
Safety and Environmental Code Knowledge	2%

## PART II, PRACTICAL EXAM: 30 MINUTES

The second part of the exam will include a screw pipe project. There will be no study material for this part.