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ISSUE DATE: **NOVEMBER 2, 2015**  
**RULE ADOPTIONS**  
**LAW AND PUBLIC SAFETY**  
**DIVISION OF CONSUMER AFFAIRS**  
**BOARD OF EXAMINERS OF ELECTRICAL CONTRACTORS**  
**FIRE ALARM, BURGLAR ALARM, AND LOCKSMITH ADVISORY COMMIT**

**Adopted New Rules: N.J.A.C. 13:31A-2.4 and 3.9**

**Credit Towards Licensure for Education, Training, and Experience Received While Serving as a Member of the Armed Forces**

Proposed: April 6, 2015, at 47 N.J.R. 688(a).

Adopted: July 22, 2015, by the State Board of Examiners of Electrical Contractors, Joseph P. Schooley, President.

Filed: October 6, 2015, as R.2015 d.166, **without change**.

Authority: N.J.S.A. 45:5A-24 and 45:5A-38; and P.L. 2013, c. 49.

Effective Date: November 2, 2015.

Expiration Date: September 10, 2016.

**Summary** of Public Comment and Agency Response:

The official comment period ended on June 5, 2015. **The Board of Examiners of Electrical Contractors (Board) and the Fire Alarm, Burglar Alarm, and Locksmith Advisory Committee (Committee) received no comments on the notice of proposal.**

**Federal Standards Statement**

A Federal standards analysis is not required because the adopted new rules are governed by P.L. 2013, c. 49 and N.J.S.A. 45:5A-1 et seq., and are not subject to any Federal requirements or standards.

**Full text** of the adopted new rules follows:

[page=2674] SUBCHAPTER 2. LOCKSMITH LICENSURE

13:31A-2.4 Credit towards locksmith licensure for education, training, and experience received while serving as a member of the Armed Forces

(a) An applicant who has served in the Armed Forces of the United States (Armed Forces) and who does not meet all of the training, education, and experience requirements for locksmith licensure under N.J.A.C. 13:31A-2.1 may apply to the Committee for recognition

of the applicant's training, education, or experience received while serving as a member of the Armed Forces, which the Committee shall consider together with any training, education, and experience obtained outside of the Armed Forces, for determining substantial equivalence to the training, education, and experience required for locksmith licensure.

(b) The Committee shall issue a locksmith license to the applicant, if the applicant presents evidence to the Committee that:

1. The applicant has been honorably discharged from active military service;
2. The relevant training, experience, and education the applicant has received in the military, together with any training, education, and experience obtained outside of the military is substantially equivalent in scope and character to the training, experience, and education required for licensure under N.J.A.C. 13:31A-2.1.
  - i. An applicant seeking credit for military training and experience shall submit to the Committee the applicant's Verification of Military Experience and Training (VMET) Document, DD Form 2586 or a successor form, as amended and supplemented.
  - ii. An applicant seeking credit for education courses completed while in the military shall submit to the Committee, a Joint Services Transcript of his or her education for a determination that the education courses completed is substantially equivalent in level, scope, and intent to the coursework requirements under N.J.A.C. 13:31A-2.1. For the purpose of determining substantial equivalence of the applicant's military education, the Committee shall consider only those courses relevant to the provision of locksmithing services that have been evaluated by the American Council on Education for substantial equivalence to civilian postsecondary curricula; and
3. The applicant complies with all other requirements for locksmith licensure, including, but not limited to, successful completion of the locksmith examination as set forth in N.J.A.C. 13:31A-2.3.

(c) It is the applicant's responsibility to provide timely and complete evidence of the education, training, and experience gained in the military for review and consideration in accordance with the requirements of this subchapter.

(d) If the applicant's military training, education, or experience, or a portion thereof, is deemed not to be substantially equivalent to that required for locksmith licensure, the Committee shall credit whatever portion of the military training, education, or experience that is substantially equivalent towards meeting the requirements under N.J.A.C. 13:31A-2.1 for the issuance of the locksmith license.

(e) Satisfactory evidence of such education, training, or experience will be assessed on a case-by-case basis.

### SUBCHAPTER 3. BURGLAR ALARM OR FIRE ALARM LICENSURE

13:31A-3.9 Credit towards burglar alarm or fire alarm licensure for education, training, and experience received while serving as a member of the Armed Forces

(a) An applicant who has served in the Armed Forces of the United States (Armed Forces) and who does not meet all of the training, education, and experience requirements for

licensure under N.J.A.C. 13:31A-3.1 may apply to the Committee for recognition of the applicant's training, education, or experience received while serving as a member of the Armed Forces, which the Committee shall consider together with any training, education, and experience obtained outside of the Armed Forces, for determining substantial equivalence to the training, education, and experience required for licensure.

(b) The Committee shall issue a burglar alarm or fire alarm license, as applicable, to the applicant if the applicant presents evidence to the Committee that:

1. The applicant has been honorably discharged from active military service;
2. The relevant training, experience, and education the applicant has received in the military, together with any training, education, and experience obtained outside the military, is substantially equivalent in scope and character to the training, experience, and education required for licensure under N.J.A.C. 13:31A-3.1.
  - i. An applicant seeking credit for military training and experience shall submit to the Committee the applicant's Verification of Military Experience and Training (VMET) Document, DD Form 2586 or a successor form, as amended and supplemented.
  - ii. An applicant seeking credit for education courses completed while in the military who has not completed the required technical courses described in N.J.A.C. 13:31A-3.1, earned a bachelor's degree in electrical engineering, or completed a one-year course in the study of trade-related electronics at a technical school, shall submit to the Committee a Joint Services Transcript of his or her education for a determination that the education courses completed while in the military, are substantially equivalent in level, scope, and intent to the educational course requirements under N.J.A.C. 13:31A-3.1. For the purpose of determining substantial equivalence of the applicant's military education, the Committee shall consider only those courses relevant to engaging in the burglar alarm or fire alarm business, as applicable to the field in which the applicant is seeking licensure, that have been evaluated by the American Council on Education for substantial equivalence to civilian postsecondary curricula; and
3. The applicant complies with all other requirements for licensure, including successful completion of the burglar alarm or fire alarm examination, as applicable to the field in which the applicant is seeking licensure, as set forth in N.J.A.C. 13:31A-3.2.

(c) It is the applicant's responsibility to provide timely and complete evidence of the education, training, and/or experience gained in the military for review and consideration in accordance with the requirements of this subchapter.

(d) If the applicant's military training, education, or experience, or a portion thereof, is deemed not to be substantially equivalent to that required for licensure, the Committee shall credit whatever portion of the military training, education, or experience that is substantially equivalent towards meeting the requirements under N.J.A.C. 13:31A-3.1 for the issuance of the burglar alarm or fire alarm license, as applicable.

(e) Satisfactory evidence of such education, training, or experience will be assessed on a case-by-case basis.