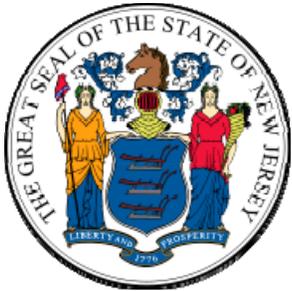


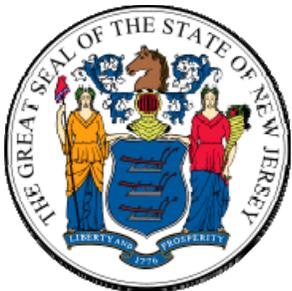
Board of Examiners of Electrical Contractors

# Application Process Overview



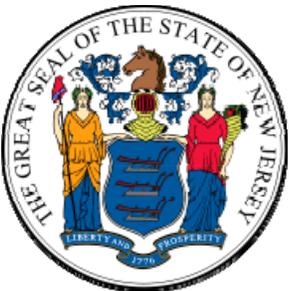
# Board of Examiners of Electrical Contractors

- License qualified individuals
- Regulates the practice of registered Journeyman and license Electrical Contractors
- Investigates complaints and takes disciplinary action



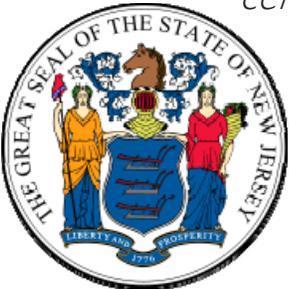
# Practice as a Qualified Journeyman

- To practice as a qualified Journeyman as used in - (N.J.S.A. 45:5A-18(k) or N.J.A.C. 13:31-3.4) must demonstrate the following:
  - Acquire 8,000 hours of practical experience working with tools installing, alteration, or repair of wiring for electrical light, heat, power and has had a minimum of 576 classroom hours of related instructions.
  - 4000 hours of this time must be within 5yrs of application. All experience must not be time spent supervising, engineering, estimating or managerial task.



# License to Practice as a Electrical Contractor

- Is over age 21; holds a high school diploma or equivalent certificate.
- Immediate 5yrs experience working with tools, installation, alteration and repair of wiring for electrical light, heat or power in compliance with NEC code. This time can not be spent Supervising, engineering, estimating or managerial task. In the alternative the applicant may satisfy the above experience with having;
  1. *Four year apprenticeship program Federally approved agency with one (1) year experience certified by employer.*
  2. *Satisfied the requirements of a Qualified Journeyman and Complete one (1) year practical hands on experience and a Certification by an employer regarding the additional year.*
  3. *Earned a bachelor's degree in electrical engineering with two (2) years hands on experience certified by employer.*



(Refer to N.J.A.C. 13:31-2.1 Qualifications of Applicants.)



# How Do I Get an Application Form?

Applications can be downloaded from the Board's website at [www.NJConsumerAffairs.gov/elec](http://www.NJConsumerAffairs.gov/elec)

Home Division Units Boards & Committees NJEMP News Contact **File a Complaint**

Board Home

Members

Meetings

Disciplinary Actions

**Applications and Forms**

Top Tips for License Applicants

Laws and Regulations

Continuing Education

Examination Information

License Verification

Frequently Asked Questions

Useful Links

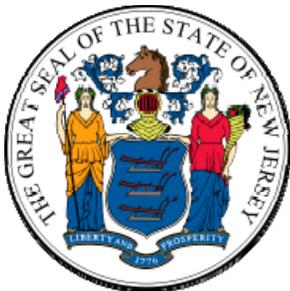
Request a List

## Board of Examiners of Electrical Contractors

### Applications and Forms

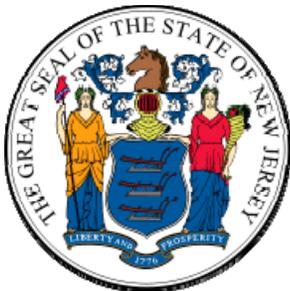
- Instructions to Applicants
- Qualifications of Applicants
- Application for a Certificate of Registration to Practice as a Qualified Journeyman Electrician
- Application for an Initial Business Permit
- Application for Continuing Education Course-Seminar Approval
- Application for Examination
- Application for Reactivation of a Business Permit for an Electrical Contracting Business in New Jersey
- Application for Reinstatement of a License to Practice as an Electrical Contractor
- Application for Reinstatement of a Registration to Practice as a Qualified Journeyman Electrician
- Application for Telecommunications Wiring Exemption
- Application to Make Business Permit Changes
- Work Experience Certification
- Application to Reactivate an Inactive Electrical Contractors License

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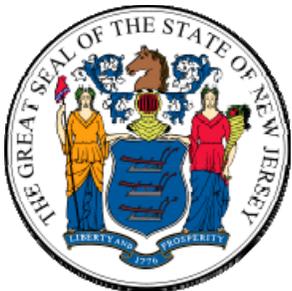
# Application Process

1. Submit an application
2. Complete application in its entirety
3. Provide a full-face photo 2 inches by 2 inches (2x2) in size signed and dated on the reverse side attached to application. Do not staple.
4. Send supporting documents to the Board
5. Submit additional information *(as required)*



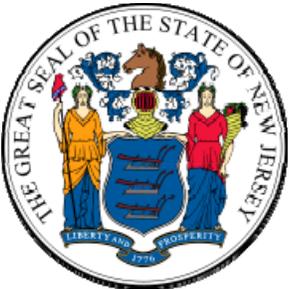
# Application Fees

- Non Refundable Application Fee:
  - Registered Journeyman \$40
  - Electrical Contractor \$100
  - Payable by check or money order
  - **NO CASH**



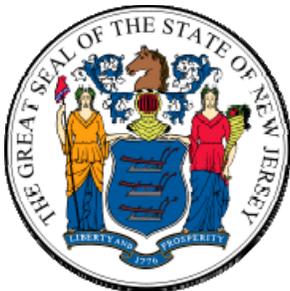
# Keeping Your License Current

- Licenses are valid for 3 years
- Electrical Contractors license expires from the last expiration date.
- You must keep your address current with the Board to receive renewal notices
- Renewals are done online and require a renewal fee (*currently \$90*)



# Communication

- If you get a letter from the Board – *read it*
- If the Board asks for you to respond to it – *do it in a timely fashion (duty to cooperate)*
- If you move, change your name, start working in a new location – *contact the Board at (973) 504-6410 and update your information*



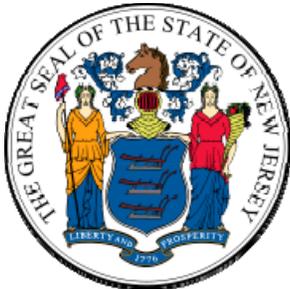
# Where Do I Send Mail for the Board of Examiners of Electrical?

## **Mailing Address:**

Board of Examiners  
of Electrical Contractors  
P.O. Box 45006  
Newark, NJ 07101

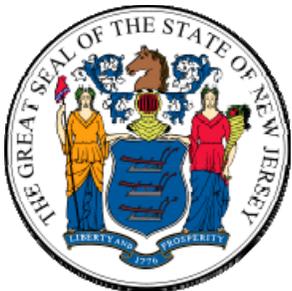
## **Physical Address:**

Board of Examiners  
of Electrical Contractors  
124 Halsey Street  
Newark, NJ 07102



# Tips for the Application Process

- Mail the application with as much supporting information as possible
- Be clear about what name(s) appear on your application and supporting documents
- Use the P.O. Box to mail items to the Board
- Submit as much information as possible, if you answer “yes” to any of the questions



# Useful Websites

Board of Examiners of Electrical Contractors

[www.njconsumeraffairs.gov/elec](http://www.njconsumeraffairs.gov/elec)

Board of Examiners of Electrical Contractors Statues/Regulations

[www.njconsumeraffairs.gov/elec/Pages/regulations.aspx](http://www.njconsumeraffairs.gov/elec/Pages/regulations.aspx)

Applications

[www.njconsumeraffairs.gov/elec/Pages/applications.aspx](http://www.njconsumeraffairs.gov/elec/Pages/applications.aspx)

License Verifications

[www.njconsumeraffairs.gov/elec/Pages/verification.aspx](http://www.njconsumeraffairs.gov/elec/Pages/verification.aspx)

