



COMPETENCY BASED LICENSING OR SUBSTANTIALLY SIMILAR & UNLICENSED

FORM INSTRUCTIONS

This form is for individuals who have received their education or training outside of Utah and do not meet the requirements for licensure endorsement. Please note that filling out this form does not mean you are applying for a license. Instead, it helps the Division of Professional Licensing (DOPL) evaluate your eligibility to take the theory, practical, and law and rule examinations required for obtaining a Journeyman Plumber license.

There are two ways to qualify for these examinations:

- 1. Education and Experience Pathway:** Complete all three pages of this form. This also requires you to provide documentation of both formal education and relevant work experience.
Education outside of Utah must meet minimum equivalency of 576 contact hours **OR** 24 college credit hours. The applicant must demonstrate having at least 11/14 (75%) topics covered, with at least an identified lesson objective or course title. Courses may not be 100% online and must include **HANDS-ON** instruction.
- 2. Experience Only Pathway:** Complete pages 3 and 4 of this form. This requires proof of substantial relevant work experience.
A minimum of 50% of work hours must be, and a Maximum of 75% of work may be from Major Classification Work Experience (page 3), the remainder of the necessary work hours must be from Minor Classification Work Experience (page 4).

To qualify for the examination, applicants must have:

- ▶ 16,000 hours of qualified work experience
OR
- ▶ 576 education contact hours or (24 college credit equivalent) to education hours and 6,000 hours of qualified work experience (8,000 hours required for licensure)

In either case, *you must submit additional documentation*, such as transcripts, diplomas, or letters of reference, to support the information you provide on this form.

If DOPL finds any gaps in your qualifications, you may be able to address these by completing coursework at an approved institution or by enrolling in an approved apprenticeship program. DOPL may also determine you qualify for a shortened apprenticeship period based on your documentation. After your qualifications are assessed and confirmed,

Once you successfully complete all required exams, contact DOPL – Bureau 5 at b5@utah.gov, regarding applying for a Journeyman Electrician's License.

Upon completing this form, please print it and email it to b5@utah.gov.

*If you have been denied a license, received disciplinary action on your license, lost a citation hearing, or have otherwise been adversely impacted by a decision from one of the Divisions at the Utah Department of Commerce, you may request agency review of that decision by the Department's Executive Director. The Executive Director could uphold, reverse, or modify the Division's decision, or might return the case to the Division for further consideration.
For more information about **Agency Review**, please email b5@utah.gov.*



Formal & Equivalent Education

APPLICANT INFORMATION (TO BE COMPLETED BY THE APPLICANT)

Full Legal Name: _____
First Middle Last

EDUCATION PATHWAY

Education outside of Utah must meet minimum equivalency of 576 contact hours **OR** 24 college credit hours. The applicant must demonstrate having at least 11/14 (75%) topics covered, with at least an identified lesson objective or course title. Courses may not be 100% online and must include **HANDS-ON** instruction.

If you are not using formal education to qualify, you may skip this page.

Basic Math for the Trades	Course Title: _____ Contact Hours _____ or College Credit Hours: _____
Plumbing Sys. & Terminology	Course Title: _____ Contact Hours _____ or College Credit Hours: _____
Safety and Regulations	Course Title: _____ Contact Hours _____ or College Credit Hours: _____
International Plumbing Code	Course Title: _____ Contact Hours _____ or College Credit Hours: _____
Blueprint Reading & Schematics	Course Title: _____ Contact Hours _____ or College Credit Hours: _____
Backflow Prevention	Course Title: _____ Contact Hours: _____ or College Credit Hours: _____
Drainage, Waste, & Venting Sys.	Course Title: _____ Contact Hours _____ or College Credit Hours: _____
Fixtures and Appliances	Course Title: _____ Contact Hours _____ or College Credit Hours: _____
International Fuel Gas Code	Course Title: _____ Contact Hours _____ or College Credit Hours: _____
International Mechanical Code	Course Title: _____ Contact Hours _____ or College Credit Hours: _____
Adv. Materials and Techniques	Course Title: _____ Contact Hours _____ or College Credit Hours: _____
Isometric Pipe Drawings	Course Title: _____ Contact Hours _____ or College Credit Hours: _____
Troubleshooting and Repair	Course Title: _____ Contact Hours _____ or College Credit Hours: _____
Advanced Math for the Trades	Course Title: _____ Contact Hours _____ or College Credit Hours: _____

TOTAL HOURS _____

OF 14 REQUIRED COURSES.



UTAH DEPARTMENT OF COMMERCE

Division of Professional Licensing

Work Experience—Major Classification

A minimum of 50% of work hours must be, and only a maximum of 75% of work may be from Major Classification Work Experience, the remainder of the necessary work hours must be from Minor Classification Work Experience on the following page.

APPLICANT INFORMATION

Full Legal Name: First Middle Last

EMPLOYMENT INFORMATION

Name of Establishment: Address: City: State: Postal Code: Country: Phone: Email:

MAJOR SKILLS CLASIFICATIONS

Please list the experience hours, obtained from the above employer, for each of the Accepted Major Classifications listed below.

- Wastewater and Venting System Installation. Domestic Water Distribution System Installation. Advanced Plumbing System Repair and Restoration. Storm water Management System Installation. Residential Plumbing Remodeling and System Integration. Commercial Plumbing System Remodeling and Upgrades. Natural Gas and Propane Piping Installation. Total of hours reported above

Total Accepted Major Classifications experience hours obtained through this employer

Candidates with education outside of Utah that meets a minimum equivalency of 576 contact hours or 24 college credit hours in at least 11/14 (75%) topics covered on page 2, must have a MINIMUM of 3,000 Major Classifications experience hours. Candidates without the minimum equivalency education, must have a MINIMUM of 6,000 Major Classifications experience hours.



Work Experience—Minor Classification

Recognized Minor Classification Work Experience

APPLICANT INFORMATION

Full Legal Name: _____
First Middle Last

EMPLOYMENT INFORMATION

Name of Establishment: _____

Address: _____

City: _____ State: _____ Postal Code: _____ Country: _____

Phone: _____ Email: _____

MINOR SKILLS CLASSIFICATIONS

Please list the experience hours, obtained from the above employer, for each of the Accepted Major Classifications listed below. Please note the hour restrictions.

_____ Residential & Commercial Plumbing Services (Limited to 25% of required hours)

_____ Precision Faucet Installation & Replacement (Limited to 25% of required hours)

_____ Expert Toilet Installation & Replacement (Limited to 25% of required hours)

_____ Water Filtration & Softening Systems (Limited to 25% of required hours)

_____ Drain & Sewer Line Services (Limited to 25% of required hours)

_____ Heating & Chilled water installation ((Limited to 25% of required hours)

_____ *Total of hours reported above*

Total Accepted Minor Classifications experience hours obtained through this employer _____

ATTESTATION:

I certify that to the best of my knowledge, the information contained in this form and all supporting document(s) are true and correct. This form discloses all material facts regarding my education and/or work experience listed.

I declare under criminal penalty under the law of Utah that this application is true and correct.

Applicants Signature: _____ Date: _____

For Office Use Only

Courses /14 hrs ~ Combined Exp.



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PRIVACY NOTICE

The information you provide on this form will be used to determine your eligibility for a license, registration, or certification in Utah. Failure to provide complete information as requested will result in the denial of your request as incomplete.

Information provided in this form is retained in accordance with state record retention laws. For specific information about the records retention for this form, please visit <https://dopl.utah.gov/records>.

To comply with legal and regulatory requirements, we may share limited information about your license, registration, or certification with authorized parties. This may include government agencies, national databases, and contracted vendors. Shared information may include issue date, status, expiration date, disciplinary actions, and your name or other direct identifiers.

We may also share aggregated and de-identified data (e.g., education levels, exam pass rates, length of licensure, etc.) with relevant stakeholders for data analysis and reporting purposes.

ACKNOWLEDGEMENT:

Your signature acknowledges receipt of this information.

Authorized Signature: _____ Date: _____