



**Montana State Electrical Board**  
**PO Box 200513**  
**301 S Park, 4<sup>th</sup> Floor Helena, MT 59620-0513**  
**Phone: 406-444-5711**  
**Email: [dlbsdhelp@mt.gov](mailto:dlbsdhelp@mt.gov) Website: [www.electrician.mt.gov](http://www.electrician.mt.gov)**

## Licensing Requirements and Application Checklist Journeyman Electrician

Required documents for applicants with:

<u>an active license that does meet substantially equivalent (SE) requirements.</u> <input type="checkbox"/> License verification(s) <input type="checkbox"/> Discipline/Convictions <input type="checkbox"/> \$190 application fee	<u>no active license (exam required).</u> <input type="checkbox"/> License verification(s) <input type="checkbox"/> Discipline/Convictions <input type="checkbox"/> \$190 application fee <b>and</b> <input type="checkbox"/> Experience form <b>or</b> <input type="checkbox"/> Apprenticeship completion certificate
<b>If not SE, you must take our exam.</b>	<b>See next page for exam requirements.</b>

### **Substantial Equivalency (SE)**

For an application to be reviewed for SE, the applicant must have a license in at least one state that is:

- Active
- Unrestricted
- In good standing

To be SE, the other state must require the following at the time of applying in Montana:

- Passage of an electrical exam.

AND one of the following:

- Completion of an approved apprenticeship program in the electrical trade;
- Completion of an appropriate training program conducted by a bona fide union or trade association;
- 8,000 hours of legally obtained practical experience in the wiring for, installing, and repairing of electrical apparatus and equipment for light, heat, and power; or
- Work in the electrical maintenance field for at least 20,000 hours, accompanied by written certification by the applicant's employer that the employer considers the applicant qualified to take the examination for which the applicant is applying and that the applicant has attained at least 20,000 hours in the electrical maintenance field while working for the employer. A minimum of 8,000 of these hours must be practical experience.

Licensing and SE requirements are listed in [MCA 37-1-307](#), [MCA 37-68](#), and [ARM 24.141](#).

### **Notes on required documents:**

- License Verifications: Applicants can submit copies of online verification(s). This is required for all licenses ever held, including expired licenses. You can attach these to your online application or email them with your application number to: [dlbsdhelp@mt.gov](mailto:dlbsdhelp@mt.gov)
- Discipline/Convictions: Submit documents for any disciplinary actions against a professional license and/or criminal convictions as described in the personal history questions in the application.

**License Requirements for Journeyman Electrician License by Examination:**

Below are the minimum requirements you must meet in order to be licensed in the state of Montana.

1. **Education Requirements:** Completion of an approved inside wireman apprenticeship program in the electrical trade or completion of an appropriate training program conducted by a bona fide union or trade association. [\[37-68-305, MCA\]](#)

**Or,**

2. **Experience Requirements:** Apply by one of the following on a form prescribed by the board:

- a. **A third party verification of (8,000) hours of legally obtained practical experience** in wiring for, installing, and repairing of electrical apparatus and equipment for light, heat, and power in residential construction consisting of less than five living units in a single structure. [\[37-68-305, MCA\]](#)

**Or**

- b. Worked in the electrical maintenance field for at least (20,000) hours, **accompanied by written certification by the applicant's employer** that the applicant has attained at least (20,000) hours in the electrical maintenance field while working for the employer. A minimum of (8,000) of these hours must be practical experience. [\[37-68-305, MCA\]](#)

3. **(Optional) Temporary Practice Permits:** [\[ARM 24.141.502\]](#)

- A temporary practice permit may be issued to an applicant upon completion of an application, submission of verification of experience, payment of the appropriate fees, and approval by the board or designated board representative. An applicant for a master electrician license may be issued a journeyman temporary practice permit.
- An active temporary practice permit allows an applicant to perform work while employed by a licensed electrical contractor.
- A temporary practice permit issued to an applicant for an electrician **license shall expire 90 days** from the date of issuance or upon receipt of licensure examination results.
- A temporary practice permit does not allow an individual to act as a responsible electrician for a licensed electrical contractor.
- Applicants who fail an exam **with a score of 65 percent or less** are not eligible for a temporary practice permit.
- Subsequent temporary practice permits may be issued at the discretion of the Department.

**Checklist of Required Documents to Submit for Application for Journeyman Electrician by Examination:**

The following documents and additional forms are required in addition to the basic application. Some documents may be submitted directly by the applicant as part of the application. Others, such as transcripts, may need to be sent to the board directly from the source.

- Official license verification from states and jurisdictions in which the applicant holds or has ever held a professional license of any type;
- One** of the following:
  - Journeyman experience verification form providing **8000 hours** of legally obtained experience;  
**or**
  - Copy of **Apprenticeship Completion Certificate** showing hours and trade that was completed;  
**or**
  - Copy of written certification that the applicant has attained **20,000 hours** in the maintenance field by applicant's employer. A minimum of **8,000** of these hours must be practical experience.

**Optional Document:**

Testing accommodations: Complete the "[Request for Modification of Electrical Exam \(ADA\)](#)" form.

**Application Fee(s) for Journeyman Electrician by Examination:**

The following fee(s) must be submitted with your application. Online applicants can pay using a credit card or e-check. If you submit a paper application you must submit a check. Do not mail cash.

- \$190 application fee
- \$50 Temporary work permit for exam candidates (fee is in addition to application fee)

**You can apply for a license online at <https://aca-prod.accela.com/POL> or download a paper application from the website. Online application is recommended.**

**Please include a valid e-mail address with your application. E-mail is the department's primary form of communication.**

**If you have any questions about the application process or the licensing requirements please contact the Department of Labor and Industry Professional Licensing Bureau using the contact information at the top of this checklist.**