



# TEXAS DEPARTMENT OF LICENSING & REGULATION

P.O. Box 12157 • Austin, Texas 78711-2157

[www.tdlr.texas.gov](http://www.tdlr.texas.gov)

## JOURNEYMAN INDUSTRIAL ELECTRICIAN LICENSE APPLICATION INSTRUCTIONS

**DOCUMENTS SUBMITTED WITH YOUR APPLICATION WILL NOT BE RETURNED. KEEP A COPY OF YOUR COMPLETED APPLICATION, ALL ATTACHMENTS, AND YOUR CHECK OR MONEY ORDER.**

1. **NAME** – Provide your legal name in the spaces provided. (Last, First, Middle Name, Suffix) Examples of a suffix include Jr., Sr., and II. (Mr. is not a suffix.)
2. **GENDER** – Select whether you are male or female.
3. **DATE OF BIRTH** – Provide your birthdate.
4. **SOCIAL SECURITY NUMBER** – Social Security number disclosure is required by Section 231.302(1) of the Texas Family Code in order to obtain a license. Your social security number is subject to disclosure to an agency authorized to assist in the collection of child support payments. For more information regarding child support payments, contact the [Texas Attorney General](#) or call (512) 460-6000 or (800) 252-8014.
5. **MAILING ADDRESS** – Provide your current mailing address. This is the address where we will send you mail. This address can be a post office box. You can add the zip plus-4 to help the postal service deliver mail more efficiently and accurately.
6. **PHYSICAL ADDRESS** – Provide your physical address of your residence. Do not use a post office box for this address.
7. **EMAIL ADDRESS** – By providing my email address I authorize the Texas Department of Licensing and Regulation (TDLR) to send licensing communications and required notices to me by electronic mail. I understand that I may revoke this authorization in writing and that I must update my email address, or I will not receive these notices. I understand that the email address I have provided in this application will remain confidential except as permitted or required by law.
8. **PHONE NUMBER** – Provide a telephone number, including the area code, where we can reach you during the day. This may be your office phone number where we can leave a message.
9. **CRIMINAL HISTORY** – Indicate if you have ever been convicted of, or placed on deferred adjudication for, any Misdemeanor or Felony, other than a minor traffic violation. If YES, complete and attach a [Criminal History Questionnaire \(PDF\)](#) for each offense.  
If you are worried your criminal history could prevent you from getting this license, Texas allows you to have your criminal history evaluated before you submit your application and pay non-refundable fees. To request a criminal history evaluation, submit a [Criminal History Evaluation Letter \(PDF\)](#), a completed [Criminal History Questionnaire \(PDF\)](#) for each crime you were convicted of, or placed on deferred adjudication for, and a \$10.00 fee.
10. **DISCIPLINARY ACTION HISTORY** – Indicate if you have ever had a professional license, certification, or registration suspended, revoked, or denied in any state. If Yes, complete and attach a [Disciplinary Action Questionnaire \(PDF\)](#) for each disciplinary action.
11. **LICENSING REQUIREMENTS** – You must have at least 8,000 hours of on-the-job training as a licensed electrical apprentice under the supervision of a master electrician prior to taking the exam. When your experience has been approved, PSI will mail you a postcard with information on how to schedule your exam. ***Effective January 1, 2023, TDLR will no longer accept the NCCER Industrial Electrician Written Assessment. Applicants who apply for a journeyman industrial electrician license on or after January 1, 2023, will be required to take and pass the Texas Journeyman Industrial Electrician examination administered by PSI.*** An Experience Verification Form is required for each employer and must be signed by the supervising master electrician.
12. **STATEMENT OF APPLICANT** – Carefully read the statement before dating and signing your application.
13. **EXPERIENCE VERIFICATION FORM** – An Experience Verification Form or letter on company letterhead must be completed and signed by the supervising master electrician. Make additional copies of the Experience Verification for as needed. All areas of this document must be completed.

**APPLICATION INFORMATION FOR MILITARY SERVICE MEMBERS, MILITARY VETERANS AND MILITARY SPOUSES**

The Texas Department of Licensing and Regulation recognizes the contributions of our active-duty military service members, their spouses, and veterans. If you want to use one of the licensing options available to military service members, military veterans and military spouses, please complete the [Military Service Member, Military Veteran or Military Spouse Supplemental Application \(PDF\)](#) and attach it with your license application.

If you have additional questions about qualifications, training or experience requirements relating to occupation licensing for military service members, military veterans or military spouses please go to the [TDLR Military Information web page](#).

**SEND YOUR COMPLETED APPLICATION AND REQUIRED DOCUMENTS TO:**

TDLR

P.O. Box 12157

Austin, TX 78711-2157

Documents submitted with your application will not be returned. Keep a copy of your completed application, all attachments, and your check or money order. Do not send cash.

For additional information and questions, please visit the [TDLR website](#). You can request assistance or submit required attachments via [TDLR webform](#). You may contact Customer Service Representatives by calling (800) 803-9202 (in state only) or (512) 463-6599; Relay Texas -TDD (800) 735-2989. Customer Service Representatives are available Monday through Friday (excluding holidays).

**TDLR Public Information Act Policy:**

This document is subject to the Texas Public Information Act. With certain exceptions, information in this document may be made available to the public. For more information, view the [TDLR Public Information Act Policy](#).



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**JOURNEYMAN INDUSTRIAL ELECTRICIAN LICENSE APPLICATION**

**APPLICATION FEE: \$30.00 (FEE IS NON-REFUNDABLE)**

YOU MUST MEET ALL REQUIREMENTS WITHIN 12 MONTHS OF THE FILING DATE, OR THE APPLICATION WILL BE TERMINATED.

You must submit this completed application to TDLR before scheduling your Texas examination. If your application is approved, we will contact the exam provider (PSI) and they will send you a postcard to schedule your Texas exam.

**1. Name:**

\_\_\_\_\_ Last \_\_\_\_\_ First \_\_\_\_\_ Middle \_\_\_\_\_ Suffix (Jr., Sr., III)

**2. Gender:**

Male  Female

**3. Date of Birth:**

\_\_\_\_\_ Month/Day/Year

**4. Social Security Number:**

\_\_\_\_\_ See instruction sheet for disclosure information

**5. Mailing Address:**

\_\_\_\_\_ P.O. Box, Number, Street Name, Apartment Number, City, State, Zip Code

**6. Physical Address:** (P.O. Box cannot be used for this address)

\_\_\_\_\_ Number, Street Name, Apartment Number, City, State, Zip Code

**7. Email Address:**

\_\_\_\_\_ See instruction sheet for disclosure information

**8. Phone Number:**

\_\_\_\_\_ (Area Code) Phone Number

**9. Have you ever been convicted of, or placed on deferred adjudication for, any misdemeanor or felony, other than a minor traffic violation?**

Yes  No

If YES, complete and submit the [Criminal History Questionnaire \(PDF\)](#).

**10. Have you ever had an occupational license, certification, or registration suspended, revoked, or denied in any state?**

Yes  No

If Yes, complete and submit the [Disciplinary Action Questionnaire \(PDF\)](#).

**11. LICENSE REQUIREMENTS**

To qualify for a Journeyman Industrial Electrician License, you must:

- Pass the Texas Journeyman Industrial Electrician Exam. **Effective January 1, 2023, TDLR will no longer accept the NCCER Industrial Electrician Written Assessment. Applicants who apply for a journeyman industrial electrician license on or after January 1, 2023, will be required to take and pass the Texas Journeyman Industrial Electrician examination administered by PSI.**
- Complete at least 8,000 hours of on-the-job training as a licensed electrical apprentice under the supervision of a master electrician. An Experience Verification Form is required for each employer and must be signed by the supervising master electrician.

**12. STATEMENT OF APPLICANT**

I certify that I have read and will comply with all applicable provisions of the Texas Electrical Safety and Licensing Act, Texas Occupations Code, Chapter 1305; Texas Occupations Code, Chapter 51; 16 Texas Administrative Code, Chapter 60; and the Electricians Administrative Rules, 16 Texas Administrative Code, Chapter 73. I understand that providing false information on this application may result in denial of this application and/or revocation of the license I am requesting and the imposition of administrative penalties.

\_\_\_\_\_ Date Signed

\_\_\_\_\_ Signature of Applicant



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## 13. ELECTRICIAN EXPERIENCE VERIFICATION FORM

**THIS FORM MUST BE COMPLETED BY A PERSON QUALIFIED TO VERIFY ELECTRICIAN EXPERIENCE WHOM THE DEPARTMENT MAY CONTACT FOR VERIFICATION.**

**Applicant's Name:**

\_\_\_\_\_ Last, First, Middle Name, Suffix Jr. Sr. III

**Master Electrician Name:**

\_\_\_\_\_ Last, First Name

**Phone Number:**

\_\_\_\_\_ Area Code Phone Number

**Company Name:**

**Your Electrician License Information:** (Copy or letter of verification required for out of state licenses)

\_\_\_\_\_ License Type (Master, etc.) \_\_\_\_\_ License Number \_\_\_\_\_ Effective Date \_\_\_\_\_ Expiration Date

**State, County, or Municipality Issuing License:**

**Period You Supervised Applicant:**

\_\_\_\_\_ Start Date (month/day/year) To \_\_\_\_\_ End Date (month/day/year)

**Number of hours worked during this time period:**

**Did you supervise the electrical work of the applicant during the above dates?**  
 Yes  No

**Did the applicant hold a valid license during the dates listed above?**  Yes  No

**If YES, what was the license type?** \_\_\_\_\_

**Detailed Description of work performed:**

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### STATEMENT OF SUPERVISOR

**TEXAS LICENSED EMPLOYER STATEMENT:** As a licensee of The Texas Department of Licensing and Regulation, I have only verified actual experience (number of hours and duties) that this applicant received while working under my license and general supervision. I understand that I may be subject to disciplinary action up to and including revocation of my license, if I verify experience other than that which was performed while the applicant was working under my license and supervision.

**BY SIGNING THIS FORM, I CERTIFY THAT THE INFORMATION ON THIS FORM IS TRUE AND CORRECT.**

\_\_\_\_\_ Date Signed

\_\_\_\_\_ Signature of Master Electrician