



# TEXAS DEPARTMENT OF LICENSING & REGULATION

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

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

## WELL DRILLER/PUMP INSTALLER APPRENTICE REGISTRATION INSTRUCTIONS

The application must be completed and signed by the applicant. An application is not considered complete and will not be processed until all required items have been submitted. All information provided must be typed or printed in black ink. Attachments must be submitted on separate pieces of single-sided, 8½" x 11" paper. Use a paperclip to fasten all pages together, with the check or money order on top. Do not use staples.

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

### FEES

- **Initial Application Fee - Well Driller OR Pump Installer Apprentice Registration - \$65**
- **Initial Application Fee - Combination (Well and Pump) - \$115**

1. NAME - Provide your legal name in the spaces provided. (Last, First, Middle Name, Suffix) Examples of a suffix include Jr., Sr., and III. (Mr. is not a suffix.)
2. DATE OF BIRTH - Provide your birth date. (You must be at least 18 years old.)
3. GENDER - Select whether you are male or female.
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.  
HOME 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.  
CELLPHONE NUMBER - Provide your cellphone number, including the area code, where we can reach you during the day.  
EMAIL ADDRESS - Provide your email address. Please provide your email address so the department may email license information and required notices to you. Your email address is confidential pursuant to the Texas Public Information Act, and the department will not share it with the public.  
PHYSICAL ADDRESS - Provide your physical address. This address cannot be a post office box.  
PHONE NUMBER - Provide an alternative phone number where you can be reached if you have one.
6. REGISTRATION TYPE - Check the registration type for which you are applying.
7. 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 submitting your application and non-refundable fees. To request a criminal history evaluation, submit a [Criminal History Evaluation Letter \(PDF\)](#), a completed Criminal History Questionnaire form for each crime you were convicted of, or placed on deferred adjudication for, and a \$25 fee. To find more information on the process visit the [TDLR website](#).

8. DISCIPLINARY ACTION HISTORY - Indicate if you have ever had an occupational license, certification, or registration suspended, revoked, or denied in any state. If you have, complete and attach a [Disciplinary Action Questionnaire \(PDF\)](#) for each sanction.
9. APPLICANT'S STATEMENT AND SIGNATURE- Carefully read the statement before you date and sign your application.

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**WELL DRILLER/PUMP INSTALLER APPRENTICE EXPERIENCE VERIFICATION FORM**

This form must be completed by a licensed driller or pump installer who has supervised your work.

This is page two of the "registration application"; however, this form may also be used if a registered apprentice is changing supervisors.

10. APPLICANT AND SUPERVISOR'S NAME - Provide the applicant's name and social security number. Write the supervisor's name and license number.
11. APPLICATION QUESTIONS: Answer the following questions on the application: Is this an original application, and is this application to transfer supervisory responsibility.
12. SUPERVISING LICENSE HOLDER QUESTION - Answer the question on the application: Have you held your driller/installer license for at least two years. (Note: The supervising driller/installer must have held their license for at least two years in order to supervise an apprentice.).
13. TRAINING AND EXPERIENCE: List the type of equipment the applicant used, the safety training the applicant is or has taken, and the procedures, experience and knowledge they have in this field.
14. SUPERVISOR'S STATEMENT AND SIGNATURE: The licensed supervising driller/installer is required to sign and date this form.  
**Note:** The licensed supervising/driller must have held or hold a license for a minimum of two years in order to supervise an apprentice.

**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:**

Texas Department of Licensing and Regulation  
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, visit the [TDLR website](#) or reach Customer Service via [webform](#). The webform will allow you to submit your request for assistance and include attachments needed. Customer Service Representatives are available Monday through Friday (excluding holidays) at (800) 803-9202, (in state only) at (512) 463-6599, or Relay Texas-TDD: (800) 735-2989.

**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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**WELL DRILLER/PUMP INSTALLER  
 APPRENTICE REGISTRATION**

<b>DO NOT WRITE ABOVE THIS LINE</b>			
<b>YOU MUST MEET ALL REQUIREMENTS WITHIN 12 MONTHS OF THE FILING DATE , OR THE APPLICATION WILL BE TERMINATED.</b>			
<b>Well Driller Apprentice - \$65.00</b>		<b>(FEES ARE NON-REFUNDABLE) Pump Installer Apprentice - \$65.00</b>	
<b>Combination - \$115.00</b>			
1. Applicant's Full Name: _____			
Last	First	Middle Name	Suffix (JR,SR, III)
2. Date of Birth(must be 18 years old): _____ mm / dd / yyyy		3. Gender <input type="checkbox"/> Female <input type="checkbox"/> Male	
4. Applicant's Social Security Number: _____ (See instruction sheet for disclosure information)			
5. Applicant's Mailing Address: (Used to receive mail from TDLR) (PO box is allowed for this address)			
Number, Street Name, Suite Number/Apartment Number			
City	State	Zip Code	Home Phone: _____ Area Code Phone Number
Cell Phone: _____ Area CodePhone Number		Email Address (ex: johndoe@gmail.com) See instruction sheet for disclosure information	
Applicant's Physical Address: (PO box is not allowed for this address)			
Number, Street Name, Suite Number/Apartment Number			
City	State	Zip Code	Phone: _____ Area Code Phone Number
6. Indicate the type of registration for which you are applying:			
<input type="checkbox"/> Well Driller Apprentice		<input type="checkbox"/> Pump Installer Apprentice <input type="checkbox"/> Combination	
7. Have you ever been convicted of, or placed on deferred adjudication for, any misdemeanor or felony, other than a minor traffic violation? <span style="float: right;"><input type="checkbox"/> Yes <input type="checkbox"/> No</span>			
If YES, complete and attach a Criminal History Questionnaire for each offense. <b><u>See instruction sheet for more information</u></b>			
8. Have you ever had a occupational license, certification or registration suspended, revoked or denied in any state? <span style="float: right;"><input type="checkbox"/> Yes <input type="checkbox"/> No</span>			
If YES, submit a "Disciplinary Action Questionnaire" with this application.			
9. Applicant's Statement and Signature: I certify that I will comply with all applicable provisions of the Texas Occupations Code Title 12, Practices and Trades Related to Water, Health and Safety, Chapters 1901 & 1902; Texas Occupations Code Chapter 51; and 16 Texas Administrative Code, Chapter 60 and Chapter 76. I understand that providing false information on this applica-tion may result in sanctions up to and including denial or revocation of the license I am requesting and the imposition of administrative penalties.			
_____ <b>Signature</b>		_____ <b>Date</b>	



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## WELL DRILLER/PUMP INSTALLER APPRENTICE EXPERIENCE VERIFICATION FORM

**THIS FORM MUST BE COMPLETED BY A PERSON QUALIFIED TO VERIFY WELL DRILLING OR PUMP INSTALLING EXPERIENCE.**

**THIS FORM MAY BE USED FOR AN INITIAL DRILLER/INSTALLER APPRENTICE REGISTRATION OR IF A REGISTERED APPRENTICE WANTS TO CHANGE SUPERVISORS.**

### 10. Applicant's and Supervisor's Name

\_\_\_\_\_  
APPLICANT'S LAST NAME      FIRST      MIDDLE      SUFFIX      APPLICANT'S SOCIAL SECURITY NUMBER

\_\_\_\_\_  
SUPERVISING DRILLER'S NAME      DRILLER'S LICENSE NUMBER

\_\_\_\_\_  
SUPERVISING PUMP INSTALLER'S NAME      INSTALLER'S LICENSE NUMBER

11. Is this an original application ?  Yes  No

\* Is this application to transfer supervisory responsibility ?  Yes  No

\* If "yes" to above question, both the supervisor and apprentice must sign this form.

### 12. Supervising license holder question:

Have you (the supervising driller/installer) held your license for at least two years?  Yes  No

(Note: The supervising driller/installer must have held their license for at least two years in order to supervise an apprentice.)

### 13. Provide a detailed description of the apprenticeship training including all specific requirements outlined in 16 Tex. Admin. Code Chapter 76, including:

Types of wells to be drilled and/or the classifications of pumps to be installed:

Equipment used:

Safety training:

Qualification Benchmarks to Include: Procedures, Experience, and Knowledge:

### 14. Supervisor's Statement and Signature:

I certify that all information above is true and correct and that this applicant will be engaged in an apprenticeship program under my supervision. I agree to accept responsibility of supervising the training and for the apprentice's activities associated with the training program, including all financial and legal obligations for his/her activities associated with the apprenticeship program.

\_\_\_\_\_  
LICENSED SUPERVISING DRILLER SIGNATURE

\_\_\_\_\_  
DATE

\_\_\_\_\_  
LICENSED SUPERVISING PUMP INSTALLER SIGNATURE

\_\_\_\_\_  
DATE

\* APPRENTICE REGISTRANT SIGNATURE (Signature required if changing supervisors on existing license)

\_\_\_\_\_  
DATE