



P.O. Box 301008  
Montgomery, Alabama  
36130

STATE OF ALABAMA  
ELECTRICAL CONTRACTORS BOARD

Phone: (334) 679-1020  
exams@aecb.alabama.gov  
www.aecb.alabama.gov

## **ELECTRICAL CONTRACTOR EXAMINATION APPLICATION**

### **Requirements for all Examination Applicants:**

The required experience to qualify for this examination is to be in the commercial, industrial, or residential new construction fields. You must hold a supervisory or managerial position for the required amount of time. The Work Affidavit must be completed by someone that can attest to your work: a licensed electrical contractor, an electrical inspector, a building inspector, or an electrical project manager.

The applicant must have a minimum of four (4) years or 8,000 hours of supervisory electrical construction experience. As defined in Chapter 303-X-2-.02(b)(1): "Persons applying for a statewide electrical contractor examination must demonstrate a minimum of four (4) years' experience that shows that you have designed, planned, laid-out and directly supervised electrical construction activities and the installing of electrical components."

### **Qualified Education**

Applicant may substitute one (1) year of education in an approved electrical curriculum or apprenticeship for one thousand hours (1,000) of electrical experience for a maximum of 2,000 hours of the required 8,000 hours of experience. The applicant must submit a copy of the diploma, certificate, or transcript, if using educational hours to fulfill the 8,000-hour requirement

To be approved to sit for the examination you must submit:

The Examination Application; and

(a) Affidavits of Employment that are signed and notarized by the employer(s) swearing that the applicant has worked in Electrical Contracting industry for at least four years within the past eight years, and all corresponding W-2 Forms or 1099 from the employer(s); or a Work Affidavit signed and notarized by a Department of Labor Registered Apprentice program.

**and/or**

(b) Copies of certificates showing that the applicant has attended and completed approved electrical programs equivalent to 1,000 to 2,000 hours of electrical experience.

**Candidates with a long certificate from any public State of Alabama two year or community college will be awarded 2,000 hours experience.**

**Notice to Veterans: Your examination fees may be reimbursed by the Veterans Administration. Use VA Form 22-0803 to apply for reimbursement of certification test fees.**

**If you would like to review any part of the rules and regulations pertaining to examination please visit our website at [www.aecb.alabama.gov](http://www.aecb.alabama.gov) .**

**As proof of the experience listed above, submit *Affidavit of Employment* form(s) describing your experience. You must submit copies of any tax records or W-2 forms showing full-time employment. W-2 or 1099 forms are not required for Department of Labor Registered Apprentice programs.**



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**SECTION A: IDENTIFYING AND CONTACT INFORMATION – All applicants must complete this section.**

1. Name: \_\_\_\_\_  
Last First M.I.
  2. Address: \_\_\_\_\_  
Street  
\_\_\_\_\_  
City County State Zip code
  3. Home Phone: \_\_\_\_\_ 4. Work Phone: \_\_\_\_\_ 5. SSN: \_\_\_\_\_
  6. Email: \_\_\_\_\_
  7. Type of Examination you are applying for: \_\_\_\_\_ Electrical Contractor Alabama (Prov \$165.00) \_\_\_\_\_ NASCLA Portable EC Exam (\$165.00)
- Do you have a diploma or certificate issued by an approved training program? \_\_\_\_ YES \_\_\_\_ NO
- 8. If yes, list school name and address below:**

- School/Program: \_\_\_\_\_
- Address: \_\_\_\_\_  
City State Zip Code

**SECTION B: WORK EXPERIENCE (Attach a copy of your Affidavit of Employment.)**

- 9. List all employers to verify your experience. Start with the most recent. You may add additional sheets as needed.**
- If you are applying for examination and have an Degree or Certificate, enter two additional years of experience to count up to 2,000 hours.
  - If you are applying for to sit for exam with OJT only, enter four years (8,000 hours) of experience on form ECE-4.

Employer	Address	Employment Dates
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Employer	Address	Employment Dates
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Employer	Address	Employment Dates
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**As proof of the experience listed above, submit Affidavit of Employment form(s) describing your experience. You must submit copies of any tax records or W-2 forms showing full-time employment. W-2 or 1099 forms are not required for Department of Labor Registered Apprenticeship programs.**



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**SECTION C: DISCLOSURES - All applicants complete this section.**

**It is a violation of Alabama law to engage or knowingly cooperate in fraud or material deception in order to become licensed, Code of Alabama, 1975, Section 34-36-16.**

10. Have you been the recipient of any administrative penalties regarding your practice in Electrical Contracting in any jurisdictions, such as fines, formal reprimands, license suspension or revocation (except for non-payment of fees), probationary limitations; or have you been a party to a consent agreement containing conditions placed by a board on your professional conduct and practice, including any voluntary surrender of a license?

\_\_\_\_Yes \_\_\_\_No If yes, please explain in the space provided below for Board review.

11. Have you ever had or do you now have any disciplinary proceedings or unresolved complaints pending against you in any jurisdiction where you have previously been or are currently authorized to provide Electrical services?

\_\_\_\_Yes \_\_\_\_No If yes, please explain in the space provided below for Board review.

**To assure consideration of your license application at the next Board meeting, the Board office must receive all of these items no later than 4:30 PM ten full working days before the Board's meeting date:**

- **Completed, signed and notarized application form**
- **Fee payment**
- **All required supporting documentation.**

**Applications that are not complete within twelve (12) months of filing may be considered abandoned and discarded.**  
**If your application is approved by the Board, please allow 4-8 weeks to receive your license.**

**AFFIDAVIT**

I, the applicant named herein, do declare and affirm under penalty of perjury that the foregoing information is true and complete to the best of my knowledge and belief. I hereby consent to the release of any information, by any person having such information, to the Alabama Electrical Contractors Board regarding my education, background, or qualifications to be licensed. I understand that the Board will use such information in considering my application(s) to practice in Alabama. I hereby release and hold harmless from liability any person who in good faith provides any such information to the Alabama Electrical Contractors Board

**APPLICANT SIGNATURE:** \_\_\_\_\_ **DATE:** \_\_\_\_\_

County of \_\_\_\_\_ )

)

)

State of \_\_\_\_\_ )

Sworn or affirmed before me a Notary Public this \_\_\_\_\_ day of \_\_\_\_\_, 20 \_\_\_\_.

My commission expires on \_\_\_\_\_.

\_\_\_\_\_  
Notary Public

SECTION D: CITIZENSHIP

CITIZENSHIP This section to be completed in compliance with Ala. Code § 34-14A-7 and Ala. Code § 31-13-7.

I declare under penalty of perjury, under the laws of the State of Alabama that all statements contained in this application, and any accompanying documents, are true and correct, with full knowledge that all statements made in this application are subject to investigation and that any false or dishonest answer to any question may be grounds for denial or subsequent revocation of my license or application.

This section must be completed by the individual applicant. Answer only question "1" or "2".

1. Are you a citizen of the United States?

\_\_\_ Yes \_\_\_ No If "yes," please read the declaration below, sign, and continue to section 2.  
If "no," see question 2 below.

PROVIDE PROOF OF CITIZENSHIP BY SUBMITTING ONE OF THE ITEMS LISTED ON ATTACHMENT

I hereby declare that I am a citizen of the United States of America and, I sign this declaration under penalties of perjury; making a false, fictitious, or fraudulent statement or representation in this declaration is perjury in the second degree pursuant to Ala. Code § 13A-10-102.

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

\_\_\_\_\_  
Date

-OR-

2. If you are **NOT** a citizen of the United States, are you an alien who is lawfully present in the United States of America?

\_\_\_ Yes \_\_\_ No If "yes," please read the declaration below and sign.

PROVIDE PROOF OF LAWFUL PRESENCE BY SUBMITTING ONE OF THE ITEMS LISTED ON ATTACHMENT

I hereby declare that I am an alien lawfully present in the United States of America.

I sign this declaration under penalties of perjury; making a false, fictitious, or fraudulent statement or representation in this declaration is perjury in the second degree pursuant to Ala. Code § 13A-10-102.

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

\_\_\_\_\_  
Date

Examination fees are \$165.00 per examination. Once this application has been processed by the Board, you will receive information concerning scheduling the exam. **ALL PAYMENTS MUST BE MADE BY MASTER CARD, VISA, DISCOVER, CERTIFIED/CASHIERS CHECK or MONEY ORDER.** Be advised there is a 4% convenience fee added to all card transactions. The fee may show as an TransSafe charge.

Card Number: \_\_\_\_\_ Exp Date: \_\_\_\_\_ CVV2: \_\_\_\_\_

Card Holder Name: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Signature (Required for credit card processing) \_\_\_\_\_ Date: \_\_\_\_\_

**PROOF OF CITIZENSHIP**  
Code of Alabama 1975, Section 31-13-29(g)  
From Act 2012-491

1. A driver's license or non-driver identification card issued by the Alabama Department of Public Safety or the equivalent governmental agency of another state within the United States, provided that the governmental agency of another state within the United States requires proof of lawful presence in the United States as a condition of issuance of the driver's license or non-driver identification card.
2. A birth certificate indicating birth in the United States or one of its territories.
3. Pertinent pages of a United States valid or expired passport identifying the person and the person's passport number, or the person's United States passport.
4. United States naturalization documents of the number of the certificate of naturalization.
5. Other documents or methods of proof of United States citizenship issued by the federal government pursuant to the Immigration and Nationality Act of 1952, as amended.
6. Bureau of Indian Affairs card number, tribal treaty card number, or tribal enrollment number.
7. A consular report of birth abroad of a citizen of the United States of America.
8. A certificate of citizenship issued by the United States Citizenship and Immigration Services.
9. A certification of report of birth issued by the United States Department of State.
10. An American Indian card, with KIC classification, issued by the United States Department of Homeland Security.
11. Final adoption decree showing the person's name and United States birthplace.
12. An official United States military record of service showing the applicant's place of birth in the United States.
13. An extract from a United States hospital record of birth created at the time of the person's birth indicating the place of birth in the United States.
14. AL-verity.
15. A valid Uniformed Services Privileges and Identification Card.
16. Any other form of identification that the Alabama Department of Revenue Authorizes, through an administrative rule promulgated pursuant to the Alabama Administrative Procedure Act, to be used to demonstrate or confirm a person's United States citizenship or lawful presence in the United States, provided that the identification requires proof of lawful presence in the United States as a condition of issuance.

**PROOF LAWFUL PRESENCE OF NON-CITIZEN**  
Code of Alabama 1975, Section 31-13-3-(10) [Law Desk]

1. A valid, unexpired Alabama driver's license.
2. A valid, unexpired Alabama non-driver identification card.
3. A valid tribal enrollment card or other form of tribal identification bearing a photograph or other biometric identifier.
4. Any valid United States federal or state government issued identification document bearing a photograph or other biometric identifier, if issued by an entity that requires proof of lawful presence in the United States before issuance.
5. A foreign passport with an unexpired United States Visa and a corresponding stamp or notation by the United States Department of Homeland Security indicating the bearer's admission to the United States.
6. A foreign passport issued by a visa waiver country with the corresponding entry stamp and unexpired duration of stay annotation or an I-94W form by the United States Department of Homeland Security indicating the bearer's admission to the United States.

## AFFIDAVIT OF EMPLOYMENT

As proof of the experience listed above, submit *Affidavit of Employment* form(s) describing your experience. You must submit copies of any tax records or W-2 forms showing full-time employment. W-2 or 1099 forms are not required for Department of Labor Registered Apprentice programs.

**SECTION A: APPLICANT INFORMATION:** (Applicant completes this section and sends to each employer. You may duplicate the form as needed.)

1. Name: \_\_\_\_\_  
Last First M.I.

The above-named applicant has applied to the Alabama Electrical Contractors Board for licensure. The applicant's supervisor or individual with in depth knowledge of the applicant's knowledge, skills and abilities must complete and sign Section B, have it notarized and return it to Board at address above. For purposes of this affidavit, the following definitions apply:

- Supervision - Control and oversight by a master licensee who is an owner or full-time employee of the entity providing services. A supervising Electrical Contractor licensee is responsible and accountable for the work performed under the supervising master licensee's license.
- Electrical services - The design, installation, construction, maintenance, service, repair, alteration, or modification of a product or of equipment including conduit, grounding, electrical system design, electrical process systems.
- Qualified Experience – Verifiable experience in the design and construction of electrical systems or as a journeyman in the roll of overseeing/managing jobs

**SECTION B: EMPLOYER INFORMATION** (to be filled out and signed by employer)

1. Supervisor's Name and Company Name: \_\_\_\_\_  
\_\_\_\_\_

2. Number of Qualified Experience Hours Worked by Applicant: \_\_\_\_\_

3. License Number(s): \_\_\_\_\_ Licensing State: \_\_\_\_\_

4. Address: \_\_\_\_\_  
Street

\_\_\_\_\_  
City State Zip code

5. Work Phone: \_\_\_\_\_ Cell Phone: \_\_\_\_\_

6. Email: \_\_\_\_\_

7. The applicant was under my supervision from:\_\_\_\_\_ to: \_\_\_\_\_

8. Applicant Job Title: \_\_\_\_\_

9. Job Duties: (**LIST A DETAILED DESCRIPTION OF AT LEAST FOUR JOB DUTIES. SALES, MARKETING, ESTIMATION DUTIES ARE INSUFFICIENT EXPERIENCE.**)

1. \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
2. \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
3. \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
4. \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

I, the supervisor named herein, do declare and affirm under penalty of perjury that the foregoing information is true and complete to the best of my knowledge and belief.

SUPERVISOR'S SIGNATURE: \_\_\_\_\_ DATE: \_\_\_\_\_

County of \_\_\_\_\_ )  
\_\_\_\_\_) SS.  
State of \_\_\_\_\_ )

Sworn or affirmed before me a Notary Public this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_.

My commission expires on \_\_\_\_\_.

\_\_\_\_\_  
Notary Public

**DO NOT SUBMIT THIS APPLICATION WITHOUT PROOF OF FULL TIME EMPLOYMENT DOCUMENTS**