

TEXAS STATE BOARD OF PLUMBING EXAMINERS
PO BOX 4200, AUSTIN, TEXAS, 78765 ▪ 512-936-5200 ▪ www.tsbpe.texas.gov

TRADESMAN PLUMBER-LIMITED EXAMINATION – IMPORTANT INFORMATION

You are eligible to take the Tradesman Plumber-Limited Examination if you meet the following requirements (check each box that applies to you):

Citizenship Status:

- I am a citizen or national of the United States; OR
- I am an alien lawfully admitted to the United States for permanent residence; OR
- I am an alien authorized to work lawfully in the United States.

Accepted forms of proof include: (1) a certified copy of your birth certificate issued by a city/county/state/federal certifying authority (if born in the United States); (2) a certified copy of your Consular Report of Birth (if born abroad to a U.S. citizen/parent); (3) a legible copy of both sides of your Certificate of Naturalization or Certificate of Citizenship (if a naturalized U.S. citizen); (4) a legible copy of both sides of the U.S. Immigration and Naturalization Service document evidencing your current status (if a permanent resident alien or an alien authorized to work lawfully in the United States, or any other status). Foreign birth certificates are **NOT** accepted.

Licensure:

- I am currently registered as a Plumber's Apprentice in Texas; OR
- I am currently licensed as a Journeyman Plumber in another state; OR
- I am currently licensed as a Master Plumber in another state.

An applicant licensed in another state must submit a letter on the official letterhead of the state entity that issued the license stating: (1) the type of license held; (2) the length of time the applicant has been licensed; (3) whether the license is current; (4) whether any complaints have been filed against the applicant; and (5) whether any disciplinary actions have been taken against the applicant.

Work Experience:

- I have at least 4,000 hours of experience working at the trade of plumbing under the supervision of a Responsible Master Plumber and while registered as a Plumber's Apprentice; OR
- I have at least 4,000 hours of experience working at the trade of plumbing under the supervision of a Master Plumber licensed in another state.

Proof of hours must be submitted on the Employer Certification Form (ECF), which is available at www.tsbpe.texas.gov under "Applications/Forms." The TSBPE only accepts signed, original ECFs. If you earned your hours working for multiple employers, you must submit a separate ECF for each employer.

*** For verification of plumbing training obtained in the military, call (512) 936-5228.**

Classroom Training:

- I have completed ALL of the following training:
 - o 6-hour continuing professional education course (in the classroom);
 - o OSHA 10-Hour Outreach Training;
 - o 8-hour training on the International Residential Code and/or Uniform Plumbing Code;**OR**
- I am exempt from the training listed above because I am enrolled and in good standing with, or have completed, a training program approved by the United States Department of Labor Office of Apprenticeship.

You must take the 24-hour classroom training from a Course Provider approved by the TSBPE. A list of approved providers is posted on the website at www.tsbpe.texas.gov under "CPE & Other Training." The provider will notify the TSBPE once you have completed the training.

Application Fee:

- I have submitted the non-refundable Tradesman Plumber-Limited Examination application fee of \$36.

Accepted forms of payment include: cashier's check, money order, personal check, or company check

Required Documentation:

- I have submitted all of the supporting documents required by the TSBPE (see Item #13 on application).

IF YOU PROVIDE A LEGIBLE, VALID EMAIL ADDRESS ON YOUR APPLICATION, YOU WILL RECEIVE NOTIFICATION OF BOTH YOUR EXAMINATION DATE AND RESULTS VIA EMAIL.

Your Identity Will be Verified: Current (not expired) photographic identification, such as a driver's license or state issued identification, will be required from the applicant on the day of the examination and must be verified before the examination begins.

Americans with Disabilities Act: The TSBPE offers reasonable accommodations for persons taking the examination, as required by the Americans with Disabilities Act. If you require special accommodations, please make such requests in writing and submit with your application for examination.

Studying for the Exam: An overview of the Tradesman Plumber-Limited examination, an explanation of how to prepare for the examination, and sample questions are provided in detail in the Tradesman Plumber-Limited Examination Review Course and may be downloaded free of charge at www.tsbpe.texas.gov under "Applications/Forms."

Rescheduling an Exam: You must make the request to reschedule an exam. The TSBPE will not accept requests made by your employer, your wife, or a family member. Requests to reschedule must be submitted in writing (email or fax is fine) at least 10 business days before your exam date. The TSBPE will reschedule your exam twice with no charge.

Equal Opportunity Statement: The Texas State Board of Plumbing Examiners does not discriminate on the basis of race, color, national origin, sex, religion, age or disability in employment or the provision of services.

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TRADESMAN PLUMBER-LIMITED EXAMINATION APPLICATION

Revised August 2017

1. Date _____ ► Incomplete applications expire one year from receipt. (See instructions in #13, below.)
2. Last name (Print) _____ First _____ MI _____
3. Mailing address _____ City _____
4. State _____ Zip Code _____ Date of birth _____ Age _____
5. Driver's License/ID No. _____ Social Security No. _____
Disclosure of your social security number is required. Your social security number is being solicited pursuant to Texas Family Code § 231.302 for use by the state's Title IV-D agency to assist in the administration of laws relating to child support enforcement under 42 U.S.C. §§ 601-617 and 651-669.
6. Texas Plumber License # _____ or Out-of-State License # _____ issued by State of _____
7. Home Tel. # _____ Mobile Tel. # _____ Email _____
8. Employed by _____ Employer Tel. # _____
9. Please check the box below to indicate where you want to take the written part of the examination. The non-written parts of the examination are only given in Austin.
 Austin, Texas: Complete three-part examination given in one day or re-examination of one portion
 El Paso, Texas: Written portion only, with final two portions taken in Austin, Texas at a later date
 Harlingen, Texas: Written portion only, with final two portions taken in Austin, Texas at a later date
10. **Have you ever been convicted of a misdemeanor in this state or any other state?** Yes or No
11. **Have you ever been convicted of a felony in this state or any other state?** Yes or No
If you answer **YES to #11**, you must submit a Supplemental Criminal History Information Form (SCHIF) and all documentation listed on page 2 of the Form with this application. The SCHIF is available on the TSBPE website at www.tsbpe.texas.gov under "Applications/Forms."
12. Are you an active member of the military or a veteran? Yes or No
13. **Incomplete applications will not be processed. Check the following boxes as you include the items which must be submitted with this application in order for the application to be considered complete. Please submit all items at one time and in one envelope.**
 \$36 examination fee (the fee is non-refundable)
 Proof that the applicant is a citizen or national of the United States, or an alien lawfully admitted to the United States for permanent residence, or an alien authorized to work lawfully in the United States
 Legible copy of current photographic identification issued by the State of Texas or another state or jurisdiction
 Employer Certification Form(s) verifying 4,000 hours of work experience in the plumbing trade
 If you answered "yes" to question #11: Supplemental Criminal History Information Form and required documents
 Certificate of completion of a training program approved by the United States Department of Labor Office of Apprenticeship, if applicable
 If licensed in another state: verification letter, on official letterhead, from the entity that issued the license
14. **BY SIGNING BELOW, I TESTIFY THAT I UNDERSTAND THAT SUBMITTING ANY FALSE INFORMATION TO THE BOARD IS A CRIMINAL OFFENSE AND WILL ALSO RESULT IN DISCIPLINARY ACTION, UP TO AND INCLUDING REVOCATION OF MY PLUMBING LICENSE OR REGISTRATION AND AN ADMINISTRATIVE PENALTY UP TO \$5,000.00.**

Signature of Applicant

*****TSBPE USE ONLY*****

Fee _____ File No. _____

1. SCHED: _____ [] 2. SCHED: _____ [] 3. SCHED: _____ []