

MASTER PLUMBER EXAMINATION APPLICATION



To Qualify for the Master Examination, One of the Following Must be True:

- The applicant is currently licensed as a Journeyman Plumber in Texas and has held this license for at least four (4) years
- The applicant is currently licensed as a Journeyman Plumber in Texas, has held this license for at least one (1) year and has successfully completed a training program approved by the United States Department of Labor (DOL)
- The applicant is currently licensed as a Journeyman Plumber in another state and has held this license for at least four (4) years

DO NOT SUBMIT THIS APPLICATION UNTIL THE APPLICANT IS PREPARED TO TAKE THE EXAM:

The applicant should fulfill all examination preparation activities prior to the submission of a complete examination application for approval. Furthermore, it is imperative that the applicant's existing plumbing license remains valid during and immediately following the scheduled examination date. This obligation includes the completion of the annual Continuing Education (CE) requirement. Failure to resolve any of these issues before submitting a completed application will delay the application process considerably.

Attention Out-of-State Applicants: If the applicant is currently licensed in a different state, please submit the TSBPE's **Out-of-State Examination Application**. The **Out-of-State Examination Application** is also available in the "Printable Forms" section of tsbpe.texas.gov.

The Applicant's Identity Will be Verified: Current (not expired) US or state government-issued photographic identification, such as a driver license, passport, or state-issued identification, will be required from the applicant on the day of the examination.

Fingerprinting: Fingerprints are required for all examinees. If the applicant has not previously submitted fingerprints, see the last page of this application. This application will not be approved until corresponding fingerprint data is on file.

Waiting Periods for Examination Failures: The following waiting periods are required for any examination failure (all or part): (1) First failure: a 30-day waiting period, (2) Second failure, a 60-day waiting period, (3) Third and subsequent failures: a 90-day waiting period.

This Examination is Computer-Based: Beginning in 2024, Texas' Master Plumber Examination is entirely computer-based and administered by the TSBPE's partner, Pearson VUE. The only applicable examination fee is paid directly to Pearson VUE once this application is approved and before the exam is scheduled. An "Authorization to Test" that includes instructions on how-to schedule the exam and pay Pearson VUE's fee will be emailed to the applicant upon approval of this application **The applicant will be responsible for the initial license fee, payable to the TSBPE via the Online Licensing System upon successful completion of the exam.**



A red octagonal sign with the word 'STOP' in white capital letters.

DOES THE APPLICANT MEET THESE REQUIREMENTS?

A square QR code that, when scanned, likely leads to the Public License Search tool.

If not, please do so now using the TSBPE's **Public License Search**. The **Public License Search** allows you to check important information such as: fingerprint status, completed training courses and renewal status. **Remember, the TSBPE does not process or approve incomplete applications.** Scan the code to the right with your phone or go to:

tsbpe.texas.gov/pls

MASTER PLUMBER EXAMINATION APPLICATION



1. Date _____ ▶ Incomplete applications expire one year from receipt.
2. Last name (Print) _____ First _____ M _____
3. Mailing address _____ City _____
4. State _____ Zip Code _____ Date of Birth _____ Age _____
5. Current TSBPE-issued plumbing license # _____
6. Driver's License/ID No. _____ Last 4 Digits of Social Security Number _____
Disclosure of the last 4 digits of the applicant's social security number is required 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.
7. Telephone # _____ Email (Required) _____
8. Employed by _____ Employer Tel. # _____
9. Has the applicant ever been convicted of a **misdemeanor** in this or any other state? Yes No
10. Has the applicant ever been convicted of a **felony** in this or any other state? Yes No
If applicant answers **yes** to this question, applicant must complete the **Supplemental Criminal History Information** portion (and all documentation it requires) of this application. The **Supplemental Criminal History Information Form** is also available on the TSBPE website at tsbpe.texas.gov under "Printable Forms."
11. Is the applicant an active member of the military or a veteran? Yes No
12. Each of the following items must be checked and submitted for your application to be considered complete. **Incomplete applications will not be processed.**
 - 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
 - If applicant answered "yes" to question #10: **Supplemental Criminal History Information Form** and required documents
 - If applicant answered "yes" to #11 and documentation is not already on file with the TSBPE: a copy of applicant's active military ID or Certificate of Release or Discharge from Active Military Duty (DD214)
 - If applicable: a certificate of completion of a training program approved by the United States Department of Labor (DOL)
 - One-time, electronic submission of fingerprint data through Identigo (if documentation is not already on file - see final page of this application)
13. **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



When each of the above items are complete, please mail this completed application and all required documents to the address listed at the top of this page. Typical processing times range from 30-45 days following the receipt of straightforward applications, significantly longer for applications with extenuating circumstances (criminal history, unclear immigration status, etc.). Upon approval, the applicant will be sent an "Authorization to Test" via email that will include exam scheduling instructions.

----- TSBPE USE ONLY -----

Fee NA Entity No. _____

Date Received _____ Date Processed _____

FINGERPRINTING INSTRUCTIONS FOR ALL APPLICANTS

TSBPE IdentoGO Service Code: **11J66Z**

Fingerprints are submitted electronically to the Department of Public Safety (DPS) and the Federal Bureau of Investigation (FBI) through IdentoGO. The fee is \$39.05 and is collected by IdentoGO. This fee is *in addition to* your initial license or registration fees. Cash and personal checks are not accepted.

To register online:

1. Go to the TSBPE registration page on the IdentoGO website:
uenroll.identogo.com/workflows/11J66Z
2. Click “Schedule or Manage Appointment” and complete the pages that follow.
3. When asked for an Authorization code, mark “No.”
4. Do not request a hard card, as it will not be accepted by the TSBPE.
5. Make sure you bring proof of identification with you to the appointment.

To register by phone:

1. Call 1-888-467-2080. Use service code **11J66Z**. You **MUST** use this code. If you use the wrong code you will not be refunded for sending your information to another agency.
2. When asked for an Authorization code, answer “No.”
3. Do not request a hard card, as it will not be accepted by the TSBPE.
4. Make sure you bring proof of identification with you to the appointment.

Once completed, the background check will then be sent electronically to the TSBPE, but please keep the receipt as a precaution. Fingerprint background checks for any other license or agency are not accepted as fingerprint data is not shared between State Agencies. This service is NOT available at the TSBPE.

WHY NOT DO IT ONLINE?

The TSBPE has two websites that together allow you to take care of just about anything related to your plumbing license or registration.

The Online Licensing System

tsbpe.texas.gov/ols

- Address change
- Renew your license/registration
- Apply for an examination*
- Update Certificate of Insurance (COI)
- Order a duplicate pocket card
- Change of company

*The Master Exam application will be available online Fall 2024.

Public License Search

tsbpe.texas.gov/pls

- View renewal status
- Check fingerprint status
- Review CE History
- View disciplinary actions/documentation
- Check Certificate of Insurance (COI) expiration date