

5 Steps to Obtaining Your Delaware Elevator Contractor's License

Step 1. Sign up for the exam.

Delaware law establishes the minimum standards and requirements that a candidate must meet to be licensed as an electrical contractor.

Any questions concerning the requirements should be directed to the Delaware State Board of Electrical Examiners:

Division of Professional Regulation
861 Silver Lake Boulevard, Suite 203
Dover, DE 19904
Phone: 302-744-4504
Web: <http://www.dpr.delaware.gov/boards/>

Once the aforementioned has been fulfilled, applicants must pass a written examination administered by Thomson Prometric. You may obtain a complete *Candidate Information Bulletin* at this website address: http://www.experioronline.com/pdf/deelectricib_20051209.pdf. It is intended to help you prepare and apply for the examination.

Exam and License fees: Once you receive the Exam Registration Form (signed and sealed by the Board of Electrical Examiners) you must complete the identifying information requested in Part II. Complete this form and submit a \$70 examination registration fee made payable to Thomson Prometric to:

Thomson Prometric
Attention: DE Plumbing Examiners Program
1260 Energy Lane
St. Paul, MN 55108
Phone: 800-626-0750
Web: www.experioronline.com

Scheduling: Once you receive the Exam Registration Form, select the date when you wish to take the exam. The exams are given the first Saturday in February, May, August and November. If you do not choose an exam date, Thomson Prometric will schedule you for the next available examination date.

Step 2. Purchase the required books for your exam.

To find out what documents and books the State of Delaware requires for this exam, follow this link to the list of documents and books on your state's exam page of our website: <http://www.constructionbook.com/contractor-license/delaware/index.asp>. You must purchase these documents and books in preparation for the exam and, if applicable, bring them with you on testing day for the open book portions of the exam.

Step 3. Start studying!

To fully prepare for your exam it is best to thoroughly study the required documents and books, as well as any recommended studying materials. The amount of preparation time

needed will be different for each individual. Be sure to allow yourself enough time to fully prepare for the exam.

Step 4. Follow the rules.

The following regulations and procedures will apply during the exam:

- Cell phones, pagers, and guests are not allowed in the examination site. This policy is strictly enforced.
- Non-programmable, non-printing, silent, battery-operated, non-alphabet key calculators will be permitted.
- Only approved reference books will be permitted into the examination site for the open book portion of the exam.
- You must bring your Admission Letter with you to the examination site on your scheduled exam day.
- You must also bring a valid, current, and government-issued photo identification (driver's license and passport are acceptable). You will not be permitted to take the exam without the proper identification.
- Bring two sharpened No. 2 pencils with erasers.

Step 5. Good luck on the exam!

Thomson Prometric requires that you report to the examination site at 8:30 a.m. on the day of testing. Candidates should refer to their Admission letters for the location and other specific instructions for their examination.

The Trade exam is made up of 50 multiple-choice questions over a three-hour time limit. Examination Trade questions are based on the following content areas:

<u>Subject Area</u>	<u>Percentage of Exam</u>
General Electrical Knowledge	10
Wiring and Protection	20
Wiring Methods and Materials	20
Equipment for General Use	15
Special Occupancies	5
Special Equipment	15
Special Conditions	5
Communication Systems	5
Safety	5