

## **5 Steps To Obtaining Your Florida Alarm Systems Contractor I License**

### **Step 1. Sign up for the exam.**

The Alarm Systems Contractor I exam is made up of the Technical/Safety section and the CBT Business and Law section (given by Promissor). The fee for the Technical/Safety portion is \$127.50 and is payable to the Department of Business and Professional Regulation. The fee for the Business and Law portion is \$22.50, payable directly to the current vendor (check with Florida State for current vendor information).

To apply for certification as an Alarm Systems Contractor I, contact:

Department of Business and Professional Regulation  
Electrical Contractors Licensing Board  
1940 N. Monroe Street  
Tallahassee, FL 32399-0071  
(850) 487-1395  
[http://www.state.fl.us/dbpr/pro/elboard/elec\\_index.shtml](http://www.state.fl.us/dbpr/pro/elboard/elec_index.shtml)  
E-mail: [callcenter@dbpr.state.fl.us](mailto:callcenter@dbpr.state.fl.us)  
Please include "electrical" in subject line

To qualify for the exam the Board requires for a certificate, you need to fulfill one of the following requirements:

- At least three years of management experience in the trade within the last six years (half can be an approved education)
- At least four years of experience as a foreman, supervisor, or contractor in the trade within the past eight years
- At least six years of comprehensive training, technical education, or broad experience with electrical or alarm system installation or service within the past twelve years
- Three years as a licensed engineer

Exams are given by:

Department of Business and Professional Regulation  
Bureau of Education and Testing  
1940 N. Monroe Street  
Tallahassee, FL 32399-0071  
(850) 488-5952  
Fax: (850) 487-9757  
[http://www.myflorida.com/dbpr/servop/testing/test\\_index.shtml](http://www.myflorida.com/dbpr/servop/testing/test_index.shtml)

### **Step 2. Purchase the required books for your exam.**

To find out what documents and books the State of Florida requires for this exam, refer to the list of documents and books on your state's exam page of our website. You must purchase these documents and books in preparation for the exam and bring them with you on testing day for the open book portions of the exam.

### **Step 3. Follow the rules.**

These references are the approved standards issued by the Construction Industry Licensing Board for this exam. The answers to the exam questions will be based on the editions listed. Some of the questions will also be based on field experience and

knowledge of trade practices. Editions earlier or later than those listed on our site can be brought to the examination but AT YOUR OWN RISK. However, only one copy of each reference will be allowed into the examination.

Photocopies will not be allowed unless the appropriate authorities (DBPR and the publishers) have given written authorization. Reference materials must remain as published. Hand-written and typewritten notes are NOT allowed. Existing hand-written notes must be blackened out or whitened out completely, by the candidate, prohibiting legibility. Moveable tabs (e.g. Post-it® Flags) are NOT allowed. Permanently attached book tabs with normal chapter headings are permitted; however, tabs must not contain any notes or formulas. References containing underlining with pen or highlighter may be used. You will not be permitted to make any marks in your references during the exam. Bring ONLY approved reference material to the examination session.

#### **Step 4. 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 5. Good luck on the exam!**

Make sure to bring the books and materials necessary for your exam on testing day. It is best to arrive at least 15 minutes before your test's scheduled start time. The Technical/Safety section is administered as a paper and pencil exam, made up of 100 questions and lasting 5 hours. The CBT Business and Law section is a computer-based exam, comprised of 50 questions and lasting 2 ½ hours. Both sections of the exam are open book. Good luck!