Effective 8/20/2026

EXAMINATIONS BY PSI

This Candidate Information Bulletin provides you with information about the examination process for obtaining a license from the Bureau of Construction Codes.

The Department of Licensing and Regulatory Affairs (referred to as the Department) has contracted with PSI Services LLC (PSI) to conduct the Bureau of Construction Codes examination program. PSI provides this examination through a network of computer examination centers in Michigan.

GUIDELINES FOR EXAMINATION QUALIFICATION

1. Request the examination application instructions from:

   Department of Licensing and Regulatory Affairs
   P.O. Box 30254
   Lansing, MI 48909
   Phone: (517) 241-9316
   www.michigan.gov/bcc
   (Select "Examinations and Licensing/Continuing Education")

2. Complete the application and return it with the correct fees to the Department. Only the State of Michigan may determine your eligibility for a license.

3. Once the Department has approved you for the examination, you will receive a notification letter with instructions on how to pay and schedule for the examination. This notification will also be submitted to PSI.

4. Candidates that have their application for examination denied are notified by the Department of the elements they need to complete in order to be approved for licensure.

EXAMINATION SCHEDULING PROCEDURES

Master, Journeymen and Sign Specialist candidates are limited to 2 attempts within 1 year. Once your attempt or limit has been exceeded, you must reapply with the state to become eligible again.

Contractor and Fire Alarm Specialty Technician candidates have unlimited attempts within 1 year.

Examination Fee	$100

NOTE: EXAMINATION FEES ARE NOT REFUNDABLE OR TRANSFERABLE. THE EXAMINATION FEE IS VALID FOR ONE YEAR FROM THE DATE OF PAYMENT.

If you fail you may retest unlimited. You must pay the examination fee for each attempt.

INTERNET SCHEDULING

For the fastest and most convenient examination scheduling process, PSI recommends that you register for your examinations using the Internet. You register online by accessing PSI's registration website at https://test-takers.psiexams.com/mielec. Internet registration is available 24 hours a day.

Log onto PSI's website and select Sign in / Create Account. Select Create Account. You are now ready to pay and schedule for the exam. Enter your zip code and a list of the testing sites closest to you will appear. Once you select the desired test site, available dates will appear.

TELEPHONE SCHEDULING

Call PSI at 855-579-4635, to schedule an appointment for the test. The times of operation for live operators are as follows:

	Monday - Friday	Saturday - Sunday
Eastern Time	7:30am – 10:00pm	9:00am - 5:30pm

CANCELING AN EXAMINATION APPOINTMENT

You may cancel and reschedule an examination appointment without forfeiting your fee if your *cancellation notice is received 2 days before the scheduled examination date*. For example, for a Monday appointment, the cancellation notice would need to be received on the previous Saturday. You may call PSI at 855-579-4635 or use the PSI Website.

Note: A voice mail or email message is NOT an acceptable form of cancellation. Please use the PSI Website or call PSI to speak directly to a Customer Service Representative.

MISSED APPOINTMENT OR LATE CANCELLATION

Your registration will be invalid, you will not be able to take the examination as scheduled, and you will forfeit your examination fee, if you:

- Do not cancel your appointment 2 days before the scheduled examination date;
- Do not appear for your examination appointment;
- Arrive after examination start time;
- Do not present proper identification when you arrive for the examination.

EXAMINATION ACCOMMODATION

All PSI examination centers are equipped to provide access in accordance with the Americans with Disabilities Act (ADA) of 1990, and exam accommodations will be made in meeting a candidate's needs. A candidate with a disability or a candidate who would otherwise have difficulty taking the examination should request for alternative arrangements by **Clicking Here**.

Candidates granted accommodation in accordance with the ADA, MUST schedule their examination by telephone and speak directly with a PSI registrar.

ALTERNATIVE TEST DELIVERY ARRANGEMENTS

The following option is available to all candidates seeking assistance taking the Real Estate Salesperson or Broker examination for an additional fee.

Additional Time While Taking the Examination
Candidates may request to take the examination with extra time. The candidate will be given time & 1/2 and there will be an additional fee of $50 per examination.

Candidates applying for alternative test delivery arrangements should request by **Clicking Here**. Any costs associated with alternative test delivery arrangements must be paid by the candidate.

EXAMINATION SITE CLOSING FOR AN EMERGENCY

In the event that severe weather or another emergency forces the closure of an examination site on a scheduled examination date, your examination will be rescheduled. PSI personnel will attempt to contact you in this situation. However, you may check the status of your examination schedule by calling 855-579-4635. Every effort will be made to reschedule your examination at a convenient time as soon as possible. You may also check our website at https://test-takers.psiexams.com/mielec.

EXAMINATION SITE LOCATIONS

Dearborn Examination Center
3200 Greenfield Road, Suite 253
Dearborn, MI 48120

Holt-Lansing Examination Center
4202 Charlar Drive, Suite 1
Holt, Michigan 48842

Southfield-Crossroads Examination Center
Crossroads Building
16250 Northland Drive, Suite 361
Southfield, MI 48075

Southfield-Lahser Road Examination Center
26400 Lahser Road, Suite 150
Southfield, Michigan 48033

Grand Rapids Examination Center
4595 Broadmoor Ave SE, Suite 201
Grand Rapids, MI 49512

Gaylord Examination Center
440 W. Main St., Suite D
Gaylord, MI 49735

Marquette Examination Center
Mid Towne Office Complex
1229 W. Washington
Marquette, MI 49855

REPORTING TO THE EXAMINATION SITE

On the day of the examination, you should arrive 15 minutes before your appointment. This extra time is for sign-in, identification, and familiarizing you with the examination process. *If you arrive late, you may not be admitted to the examination site and you will forfeit your examination registration fee.*

Click here for a video of the Test Center Experience

REQUIRED IDENTIFICATION

To gain admission to the Test Center, you must present (1) form of identification. The form of identification must be government issued, current and include your name, signature, and photograph. No form of temporary identification will be accepted.

Primary ID (photograph and signature, not expired)

- State issued driver's license
- State issued identification card
- US Government Issued Passport
- US Government Issued Military Identification Card
- US Government Issued Alien Registration Card
- Canadian Government Issued ID
- A paper license with a photo ID

NOTE: ID must contain candidate's photo, be valid and unexpired.

Candidates must have proper identification to gain admission to the Test Center. Failure to provide appropriate identification at the time of the test is considered a missed booking. There will be no refund of test fees.

SECURITY PROCEDURES

The following security procedures will apply during the examination:

- Candidates may take only approved items into the examination room.
- All personal belongings of candidates, with the exception of close-fitting jackets or sweatshirts, should be placed in the secure storage provided at each site prior to entering the examination room. Personal belongings **include**, **but are not limited to**, the following items:
  - **Electronic devices of any type**, including cellular / mobile phones, recording devices, calculator, electronic watches, cameras, pagers, laptop computers, tablet computers (e.g., iPads), music players (e.g., iPods), smart watches, radios, or electronic games.
  - **Bulky or loose clothing or coats** that could be used to conceal recording devices or notes, including coats, shawls, hooded clothing, heavy jackets, or overcoats.
  - **Hats or headgear not worn for religious reasons** or as religious apparel, including hats, baseball caps, or visors.
  - **Other personal items**, including purses, notebooks, reference or reading material, briefcases, backpacks, wallets, pens, pencils, other writing devices, food, drinks, and good luck items.
- Person(s) accompanying an examination candidate may not wait in the examination center, inside the building or on the building's property. This applies to guests of any nature, including drivers, children, friends, family, colleagues or instructors.
- No smoking, eating, or drinking is allowed in the examination center.

- During the check in process, all candidates will be asked if they possess any prohibited items. Candidates may also be asked to empty their pockets and turn them out for the proctor to ensure they are empty. The proctor may also ask candidates to lift up the ends of their sleeves and the bottoms of their pant legs to ensure that notes or recording devices are not being hidden there.
- Proctors will also carefully inspect eyeglass frames, tie tacks, or any other apparel that could be used to harbor a recording device. Proctors will ask to inspect any such items in candidates' pockets.
- If prohibited items are found during check-in, candidates shall put them in the provided secure storage or return these items to their vehicle. PSI will not be responsible for the security of any personal belongings or prohibited items.
- Any candidate possessing prohibited items in the examination room shall immediately have his or her test results invalidated, and PSI shall notify the examination sponsor of the occurrence.
- Any candidate seen giving or receiving assistance on an examination, found with unauthorized materials, or who violates any security regulations will be asked to surrender all examination materials and to leave the examination center. All such instances will be reported to the examination sponsor.
- Copying or communicating examination content is violation of a candidate's contract with PSI, and federal and state law. Either may result in the disqualification of examination results and may lead to legal action.
- Once candidates have been seated and the examination begins, they may leave the examination room only to use the restroom, and only after obtaining permission from the proctor. Candidate will not receive extra time to complete the examination.

TAKING THE EXAMINATION BY COMPUTER

The examination will be administered via computer. You will be using a mouse and computer keyboard.

Click here for the Tutorial in English

EXAMINATION REVIEW

PSI, in cooperation with the BCC, will be consistently evaluating the examinations being administered to ensure that the examinations accurately measure competency in the required knowledge areas. While taking the examination, examinees will have the opportunity to provide comments on any questions, by clicking the Comments link on the test question screen. These comments will be analyzed by PSI examination development staff. PSI does not respond to individuals regarding these comments, however, all substantive comments are reviewed.

This is the only review of examination materials available to candidates.

SCORE REPORTING

Your score will be displayed on screen at the end of the examination and a score report will be provided to you. If you fail, the score report will include the diagnostic report indicating your strengths and weaknesses by examination type. You may print the score report from your online account.

EXAMINATION REFERENCE MATERAIL AND CONTENT OUTLINES

MASTER ELECTRICIAN

Examination	# of Questions	Minimum Passing Score	Time Allowed
Master Electrician	76	75%	180 Minutes

The examination for the master electrician license shall include, but not be limited to, questions designed to test an individual's knowledge of the skilled trades regulation act, any rules promulgated under the skilled trades regulation act, the current electrical code rules – part 8, the Stille-DeRossett-Hale single state construction code act, any code adopted under section 4 of that act, MCL 125.1504, any code adopted under section 8a of that act, MCL 125.1508a, and the theory relative to those codes.

The questions on electrical installations include grounding and bonding, overcurrent protection, wiring methods and installations, boxes and cabinets, services, feeders, motors and motor controls, special occupancies, load calculations, lighting, appliances, box and raceway fill, power limited circuits, general electrical trade knowledge, and electrical theory.

The master exam covers additional knowledge required to plan and supervise electrical installations.

Applicants may bring a straight edge rule without calculations. Other editions of the NEC may be used during the examination, but the items are based on the 2023 edition.

The examination is OPEN BOOK. The following reference material is allowed in the examination site:

- National Electrical Code®, (the code book may have factory markings or highlights with factory tabs only)
- 2016 PA 407
- 1972 PA 230
- Michigan Electrical Code Rules Part 8

All reference material must be bound. The materials printed from the BCC website must be bound by 3 staples on the left edge in separate documents. Highlighting, marking and tabs in printed documents are not permitted.

Candidates are responsible for bringing their own reference materials listed in this bulletin to the examination center. Reference materials cannot have any highlights, underlining or marking of any type. Any candidate caught writing, highlighting, underlining and/or indexing **prior to, or during** the examination, will be reported to BCC. Materials can only be brought when they appear exactly as published. No markings will be allowed. Furthermore, candidates are not permitted to bring any additional papers (loose or attached) with the approved reference material.
The NEC HANDBOOK is not allowed in the examination room.

JOURNEYMAN ELECTRICIAN

Examination	# of Questions	Minimum Passing Score	Time Allowed
Electrical Journeyman	80	75%	150 Minutes

The examination for the journeyman electrician license shall include, but not be limited to, questions designed to test an individual's knowledge of the skilled trades regulation act, any rules promulgated under the skilled trades regulation act, the current electrical code rules – part 8, the Stille-DeRossett-Hale single state construction code act, any code adopted under section 4 of that act, MCL 125.1504, any code adopted under section 8a of that act, MCL 125.1508a, and the theory relative to those codes.

The questions on electrical installations include grounding and bonding, overcurrent protection, wiring methods and installations, boxes and cabinets, services, feeders, motors and motor controls, special occupancies, load calculations, lighting, appliances, box and raceway fill, power limited circuits, general electrical trade knowledge, and electrical theory.

Applicants may bring a straight edge rule without calculations. Other editions of the NEC may be used during the examination, but the items are based on the 2023 edition.

The examination is OPEN BOOK. The following reference material is allowed in the examination site:

- National Electrical Code®, (the code book may have factory markings or highlights with factory tabs only)
- 2016 PA 407
- 1972 PA 230
- Michigan Electrical Code Rules Part 8

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The NEC HANDBOOK is not allowed in the examination room.

FIRE ALARM SPECIALTY TECHNICIAN

Examination	# of Questions	Minimum Passing Score	Time Allowed
Fire Alarm Specialty Technician	36	75%	90 Minutes

The examination for the fire alarm specialty licenses shall include questions designed to test an individual's knowledge of the skilled trades regulation act, any rules promulgated under the skilled trades regulation act, the current electrical code rules – part 8, and the Stille-DeRossett-Hale single state construction code act, as relating to fire alarm systems.

The questions on electrical installations include grounding and bonding, overcurrent protection, wiring methods and installations, boxes and cabinets, special occupancies, load calculations, box and raceway fill, power limited circuits, general electrical trade knowledge and electrical theory.

Applicants may bring a straight edge rule without calculations. Other editions of the NEC may be used during the examination, but the items are based on the 2023 edition.

The examination is OPEN BOOK. The following reference material is allowed in the examination site:

- National Electrical Code®, (the code book may have factory markings or highlights with factory tabs only)
- 2016 PA 407
- 1972 PA 230
- Michigan Electrical Code Rules Part 8

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The NEC HANDBOOK is not allowed in the examination room.

SIGN SPECIALIST

Examination	# of Questions	Minimum Passing Score	Time Allowed
Sign Specialist	32	75%	60 Minutes

The examination for sign specialty licenses shall include, but not be limited to, questions designed to test an individual's

knowledge of the skilled trades regulation act, any rules promulgated under the skilled trades regulation act relating to the electric signs, the current electrical code rules – part 8, and applicable sections of the code.

The questions on electrical installations include grounding and bonding, overcurrent protection, wiring methods and installations, boxes and cabinets, special occupancies, load calculations, lighting, box and raceway fill, power limited circuits, general electrical trade knowledge, and electrical theory.

Applicants may bring a straight edge rule without calculations. Other editions of the NEC may be used during the examination, but the items are based on the 2023 edition.

The examination is OPEN BOOK. The following reference material is allowed in the examination site:

- National Electrical Code®, (the code book may have factory markings or highlights with factory tabs only)
- 2016 PA 407
- 1972 PA 230
- Michigan Electrical Code Rules Part 8

All reference material must be bound. The materials printed from the BCC website must be bound by 3 staples on the left edge in separate documents. Highlighting, marking and tabs in printed documents are not permitted.

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The NEC HANDBOOK is not allowed in the examination room.