



The Board of State Examiners of **Electricians**

Examination Candidate Information Bulletin (CIB)

Introduction:

This Bulletin provides information on the requirements as well as the process for achieving licensure. Candidates are eligible for the two-part examination when their application and supporting documentation are approved. To be approved for examination by the Board of State Examiners of Electricians, candidates must have the required work requirement and education. The Board has contracted with PSI to process applications, field any questions on applications, notify candidates and conduct examinations. Hence PSI will always have the most up-to-date information on applications and exams.

- Applicants may seek legal counsel at any time during the application process.
- The Exam Candidate Information Bulletin is written by the Board and includes the Board's Policies and Procedure as regards the exam process to achieve licensure.
- References to the Massachusetts General Laws (MGL) or the Code of Massachusetts Regulations (CMR) may be excerpted or paraphrased - for the accurate quotes please see the official versions. An exact version is available on the Board's website. Original copies of the CMRs may be obtained from the State Bookstore located:

State House, Room 116
Boston, MA 02133
(617) 727-2834

Contents

Page No.

Quick reference Questions	2
Qualifications, Requirements and Applying.....	2
• Military Spouses and Veterans	
• Application form	
• School forms	
• Work experience form	
• ADA and special accommodations	
Exam Fees	5
Approval	5
Scheduling	5
• Exam centers	
• Reporting to Examination Center	
The Exam Room	6
• Items allowed in the exam area	
Exams Structure and Content	7
Taking the Exam	10
• Scoring	
Review	11
Retaking exams and expired requirements	11
• Re-examination	
• Renewal of application forms	
• Expiration of education or work	
• Code changes	
• Re-exam fee	
Re-examination and fees.....	11

QUICK REFERENCE QUESTIONS:

1. Where do I send my application?

Effective 12/3/24 you will apply online versus using the paper application. [Click Here](#) and select VIEW AVAILABLE TESTS and select which Test you will be applying for. Select SIGN IN/REGISTER and select Create Account. You will be required to upload the required documentation.

[Click Here for Step-by-step instructions](#)

Applications are not processed at the Board. The receipt date of your application is the date the online application is received at PSI.

If your application is incomplete PSI will email a denial notice explaining why your application was returned or deemed incomplete.

2. How often are exams given? Exams are scheduled daily at the various test sites. See the section on **Exam Preparation** for a list of the sites available.

3. What is the average wait time for my application to be reviewed and/or approved? The application review process can take up to 30 days depending on the volume of applicants at any given time. If have any preexisting circumstances that may slow down review of your application such as a police record or credentials from out of state or country this may increase the review time.

4. Where are the test sites? Auburn, Boston, Fall River, Lawrence, Springfield.

5. Who is responsible for signing my work form? The company representative may sign or in the case of a sole proprietor the immediate supervising licensee. In either case the Journeyman who supervised such work must be indicated with his/her license number.

6. When I pass my exam, when will I get my license? Licenses should be paid for in advance or on the day you pass the exam then your license will be printed and handed to you. If you do cannot pay for the license at the test site, you should arrange with PSI on how you can pay for and obtain your license at a later date.

7. What types of examinations are given? What will I be tested on? See -Preparing for an Examination and The Examinations Process.

8. Are there special testing accommodations for candidates with disabilities? See -The Examinations Process Part II - Americans with Disabilities Act.

9. What is the passing score for each part of the two-part examination? See -The Examination Process Part V- Examinations.

10. What materials are allowed in the examinations? The Examination Process Part IV - Items allowed/used as an aid during an examination.

11. Am I allowed to have tabbing, highlighting, underlining or handwritten notes in books?

Underlining and highlighting of the original text is allowed but handwritten notes would not be admissible. See -The Examination Process Part IV- Items allowed/used as an aid during an examination.

12. Will I find out whether I have passed or failed an examination the same day? Yes, if you passed the entire exam and already paid the license fee you will be issued a license the same day.

13. When am I considered licensed to work in the business of electrical and or security and fire alarms? You are considered licensed to install electrical for hire when:

- You have received notice of a passing score on each part of your examination and;
- You have in your possession a printed, photo license issued from the Board or a temporary license.
- Security Systems Installers please read question number 13 below.

12. When will the examinations be based on NEW code editions or amendments?

- New exam items may be added to the examinations, to reflect the adoption of a current Code, or adoption of other related Regulations or laws seven months from the enforcing date of such Code, Regulation or Law.
- If you are testing in several months, check for updated versions of this bulletin that might reflect examination changes.

13. Are there any additional requirements to install security systems? YES! Anyone who installs Security systems is required to obtain a **Security Clearance Certificate (S-License)** from the Division of Professional Licensure Office of Public Safety and Inspections in addition to being licensed by the Board. Applications may be obtained online at: <https://www.mass.gov/s-license-and-certificate-of-clearance> or at:

Division of Occupational Licensure
Office of Public Safety and Inspections
One Federal Street, Ste 600
Boston, MA 02110
(617) 727-3200

QUALIFICATIONS, REQUIREMENTS AND APPLYING

Online Applications for Examination:

Effective 12/3/24 you will apply online versus using the paper application. [Click Here](#) and select VIEW AVAILABLE TESTS and select which Test you will be applying for. Select SIGN IN/REGISTER and select Create Account. You will be required to upload the required documentation.

[DOL How to Apply](#)

There are 5 vital items to the exam online application:

- 1) The Registration form
- 2) Education documentation (out of state applicants see additional info below):
 - a. Journeyman
 - i. High school diploma
 - ii. 600hrs Journeyman curriculum
 - b. Systems Technician
 - i. High school diploma
 - ii. 300hrs Systems curriculum
 - c. Master - 150 hr Master curriculum
 - d. Systems Contractor - 75 hr Contractor curriculum
- 3) Work experience documentation (out of state applicants see additional info below):
 - a. Journeyman - 4 yrs with 8000 hrs
 - b. Systems Technician - 2 yrs with 4000 hrs
 - c. Master - 1 yr as MA Journeyman
 - d. Systems Contractor - 1 yr as MA Systems Technician

Expiration of education or work experience:

For the purpose of qualifying for examination, education is considered expired if 20 years from the date of commencement and work experience is considered expired if more than 20 years prior to application date.

- 4) CORI authorization form
 - The Board will request CORIs on all applicants for licensure prior to approving or denying their application.
 - If you are selected for a limited appearance to answer questions about your CORI data, you will be notified via mail or email with specifics of the meeting. The Board renders its decision at that meeting. If approved PSI will then be notified and you will be able to continue with the exam process.
 - If you have out of state infractions, you should provide additional information on application. If you do not the Board staff will contact you for that information.
- 5) Certificate documentation of completing a 15 Hour Code Update from a Board approved provider as required by regulation.

The basic requirements are summarized. For Rules and Regulations Governing Electricians and Systems Installers see 237 CMR section 13 at

<https://www.mass.gov/lists/statutes-and-regulations-examiners-of-electricians>

All applicants must submit documentation of credentials. Extensive Field experience will not be considered in lieu of these requirements. Failure to correctly complete this process may result in the denial of your application and the forfeiture of your application fee.

The Valor ACT offers licensing benefits to active duty members of the military, relocated military spouses and veterans. For more information please visit <https://www.mass.gov/info-details/dol-licensing-benefits-for-active-military-spouses-veterans>

Military Spouses: In addition to completing an application package, submit a copy of your military ID card and documentation that

- a) your spouse is a member of the armed forces of the United States;
- b) your spouse is the subject of a military transfer to Massachusetts; and
- c) you left employment in another state to accompany your spouse to Massachusetts.

Veterans credit: Applicants who qualify as a veteran per M.G.L. c. 4, § 7, clause forty-third must submit a copy of discharge form (forms DD214 and DD215) to receive benefits of the Valor ACT and 5 points exam credits.

Online Application form

- ✓ The Online Application **must** be completed in its' entirety.
- ✓ Candidates **must** complete all personal data (full names) and information fields on the online application for official license record.
- ✓ Candidates **must** indicate which examination they are applying for.
- ✓ If applying for a Master or Systems Contractor exam you must enter your Journeyman or Systems Technician license number and the issue date in the spaces provided on the form.
- ✓ If applying for a Master or Systems Contractor as an out of state applicant you must indicate as directed on application.
- ✓ If making an application for re-exam you must enter previous exam history in the space provided.

School/Education forms

- ✓ All forms must be completed and signed by a school official indicating his or her title.
- ✓ All forms must include the signature with the license number of the electrical instructor(s) or evening director as applicable.
- ✓ All forms must include the school seal

Which school form to use?

- **Form 222** is for Journeyman and Systems Technician education programs in a public vocational school approved by the Department of Education under M.G.L. c 74 or in a private occupational school programs licensed by the Department of Education under M.G.L. c 93 or in a college/university program. Such educational programs are required to include shop and or cooperative work experience along with related classroom theory. Max credit awarded is 300hrs class.
- **Form 223** is for non-vocational day or evening Journeyman and Systems Technicians programs approved by the Department of Education under M.G.L. c 74 or private occupational school program licensed by the Department of Education under M.G.L. c 93 or in a college/university program. Such programs typically do not provide shop or cooperative work experience. Any shop or coop would not be counted for the exam.

- **Form 224** is for Organizations providing in-house education programs for their employees or members as described in Section 13 of 237 CMR. Such educational programs may or may not include shop and or cooperative work experience with their related programs but such programs require board approval.
- **Form 225** is for Master Electrician and Systems Contractor education programs in a day or evening setting approved by the Department of Education under M.G.L. c 74 or in a private occupational school programs licensed by the Department of Education under M.G.L. c 93 or in a college/university program.
- **Out of State Education Program Form** is for all applicants with out of state schooling experience that may or may not be approved by the Commonwealth.

When submitting school certificates:

- All institutions with adult day or evening programs, college courses, employers or organizations for their employees or members are required to provide students with a certificate of completion. Such certificates must include the following information.
 - a) Name of the approved school, college, employer or organization
 - b) Name of student
 - c) Program provided
 - d) Date of completion
 - e) Hours acquired
 - f) Program Director signature
 - g) Instructor signature

Non Board Approved/ Out of State Schools/ Programs In addition to the Out of State Education Program Form applicants must submit:

- Transcripts and Documentation must be provided containing detailed supporting information regarding education sufficient to allow the Board to conclude that such education is substantially equivalent to the requirements in Massachusetts. (The Board may award full or partial credit for any education submitted from a non-Board approved school)
- Petitions for acceptance shall also be accompanied by the following documentation (Documentation must be translated in English):
 - (a) A certificate of completion for each learning objective successfully completed documenting the hours acquired with commencement and the completion dates of such instruction.
 - (b) A letter of accreditation from the institution - recognized by a Department of Education or the equivalent authority- providing such instruction.
 - (c) Description of coursework indicating the National Electrical Code, the International Electrical Code, a County regulation or regulations or codes promulgated by some other regulatory body and the code year.
 - (d) The Board may request additional information regarding out of state education in its discretion, the Board may determine that and may deny credit for part or all of the education submitted.

Work experience forms

- ✓ Employment certification Form 272 is for Journeyman and Systems Technician applicants supervised by a Massachusetts licensee.
 - Pursuant to 237 CMR 18.01: Rules Governing Practice (3) All persons, firms, and corporations ... employing learners and apprentices shall keep, or cause to be kept, accurate and detailed records of such employment for no less than nine years...
 - If an employer fails to complete an **“Employment Verification form”**, the Apprentice may file a complaint against the licensee responsible for documenting his hours. Do so after receipt of the Employment Verification Form has been confirmed by mailing it certified return receipt to the employer and allowing 30 days for the employer to respond.
- ✓ Out of State Practical Experience Certification Form
 - These forms must be signed by three individuals, the applicant, a licensed qualified verifying agent and a professional witness not personally related to the applicant.

Out of State work experience

- Documentation of work experience on Out of State Practical Experience Certification Form for consideration must contain detailed supporting information sufficient to allow the Board to conclude that such work qualifies to meet the requirements in Massachusetts.

Out of State License(s)

- In addition to above mentioned requirements with respect education and work experience documentation, applicants must submit an official Board-certified verification of the current and valid license from other states/jurisdictions.

Additional Information on Application Process

- If your application is incomplete PSI will email a denial notice explaining why your application was returned or deemed incomplete. Applications placed on hold or pending Legal will be retained by PSI for one year.
- When applications have expired, applicants will have to complete a new online application form with the fees and any new documentation. **Note: completing additional work and education forms are only necessary if they are new hours that you have not previously submitted.**
- Applications received (PSI stamp date), within 60 days of the expiration of the applicant's education or work experience shall be denied and the education/work experience shall be treated as expired.

Americans with Disabilities Act (ADA):

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.

FEES

1. **License Fee** - This fee is paid at the Test Center when you have passed the examination. These Fees are non-refundable and non-transferrable (**No cash or personal checks accepted**)

	MA License Fee*
Journeyman	\$104
Master	\$155
Systems Technician	\$104
Systems Contractor	\$155

2. **Application and exam Fee** - Applicants must submit the total fee from the table below with the online application to PSI (**No cash or personal checks accepted**). This fee does not include the license fee.

Journeyman	\$226
Master	\$276
Systems Technician	\$226
Systems Contractor	\$276

APPROVED CANDIDATES

- When you have been approved for the exam for which you applied, PSI will email you an [Examination Authorization Notice](#) with information about scheduling your examination. Please be certain when contacting PSI you use the same email as on your application.

IMPORTANT! If any of the information on your application changes prior to examination it is **YOUR RESPONSIBILITY** to immediately **notify PSI** in writing via email.

- Application approval lasts 12 months from the approval date. After 12 months, a new application must be submitted and any updates in education and/or work experience.
- If your application is returned to you for any reason your application date is reset to the date that you resubmit your application to PSI.

SCHEDULING

After you are approved for exam, you are eligible to schedule using one of the following methods:

ONLINE ([HTTPS://TEST-TAKERS.PSIEXAMS.COM/MAEL](https://test-takers.psiexams.com/mael))

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 <https://test-takers.psiexams.com/mael>. 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

Call (855) 834-8745 to speak with a live registrar, available Monday through Friday 7:30 am to 10:00 pm, and Saturday-Sunday 9:00 am to 5:30 pm, Eastern Time.

Re-exam candidates must have a valid VISA, MasterCard, American Express or Discover card available at the time of registration online or by phone.

RESCHEDULING/CANCELING AN EXAMINATION APPOINTMENT

PSI must receive your *cancellation at least two (2) days before the scheduled examination date*. For example, for a Monday appointment, you would need to cancel your appointment on or before the previous Saturday. To cancel an appointment, you can use PSI's web site or call PSI at (855) 834-8745.

Note: You cannot cancel an appointment by leaving a voice mail message. You must use the PSI Website or speak directly to a PSI customer service representative.

Cancellation due to illness - If you were unable to appear for your scheduled exam due to an illness you may submit a letter from the doctor or hospital on letterhead indicating your condition and how it affected your ability to sit for your exam.

MISSED APPOINTMENT OR LATE CANCELLATION

You will forfeit your examination fee if you:

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

TEST CENTER CLOSING IN AN EMERGENCY

In the event of severe weather or emergency that forces the closure of an examination center on a scheduled examination date, PSI personnel will attempt to contact you. However, you may check the status of your examination appointment by calling (855) 834-8745 or checking the website at <https://test-takers.psiexams.com/mael>. Every effort will be made to reschedule your examination at a convenient time without penalty and at no additional charge to you.

EXAMINATION CENTER LOCATIONS

You **must** test in the state of Massachusetts.

Auburn

48 Sword St, Unit 204
Auburn, MA 01501

Boston

56 Roland St., Suite 305
Washington Crossing
Charlestown, MA 02129

Fall River

1 Father Devalles Blvd
Ground Level 1 (GR1)
Fall River, MA 02723

Lawrence

1 Ballard Way, Suite 104
Lawrence, MA 01843

West Springfield

1111 Elm Street, Suite 32A
West Springfield, MA 01089

REPORTING TO THE TEST CENTER

On the day of the examination, plan to arrive at least 30 minutes before your appointment for sign-in, identification and familiarizing with the examination room and setup.

Late arrivals may be denied admittance to the examination and result in forfeiture of the registration fee.

Candidates who do not present the **REQUIRED IDENTIFICATION** upon entering the Test Center will be **DENIED** admittance to the examination.

If the forms of identification presented do not match the registration information on record the candidate will be denied admittance to the test center and will forfeit their examination fee.

REQUIRED IDENTIFICATION

Candidates must register for the exam with their **LEGAL** first and last name as it appears on their government issued identification. Candidates are required to produce two (2) forms of valid (non-expired) signature bearing identification at the test center.

PRIMARY NON-EXPIRED PHOTO IDENTIFICATION - Choose One

- Government issued driver's U.S. Department of State Driver's License
- U.S. Learner's Permit (plastic card only with photo and signature)
- National/State/Country Identification Card
- US Government Issued Passport or Passport Card
- US Government Issued Military Identification Card
- US Government Issued Military Identification Card for spouses and dependents
- US Government Issued Alien Registration Card (Green Card, Permanent Resident Visa)

SECONDARY IDENTIFICATION - Choose One

- Credit/Debit Card (must be signed)
- Social Security Card
- Any additional form of ID on the prior Primary list

NOTE: Student ID or employment ID are **NOT** acceptable forms of identification.

THE EXAM ROOM

Exam Security and grounds for disqualification:

The following security procedures will apply during the examination, the violation of which will result in the disqualification from the examination and or further legal action:

- No electronic devices except hearing aids are allowed in the examination site. This policy is strictly enforced.
- No smoking, eating, or drinking is allowed in the examination site.
- No Copying or communicating of examination content -
- Remove -any individual papers that are not part of a paper-back, ring-binder, spiral binder or loose-leaf binder type of book, or part of a multi-paged CMR, MGL, UL, or NFPA document as described in this section- prior to entering the examination site. Failure to comply with this may result in disqualification and forfeiture of all fees.

Items allowed in the examination area for exam purposes

- **Calculator-** only non-programmable, non-printing, silent, battery-operated, non-alphabet keys.
- **Code-Book-** The current, adopted edition of the National Electrical codebook (the Board adopts the code on January 1 of the code year) whether paper-back, ring-binder, a spiral binder or loose leaf, tabbed or un-tabbed, containing highlighted sections and or underlined sections of the original text (the exam content is changed to comply with the code in July of each code year).
- **Massachusetts State Amendment-** The current, adopted edition of the Massachusetts State Amendments whether a separate document or part of the National Electrical

Code book, containing highlighted sections and or underlined sections of the original text.

- **Massachusetts General Laws-** All Massachusetts General Laws applicable to examination questions whether a separate document or part of the National Electrical Code book, or in paper-back, tabbed or un-tabbed, containing highlighted sections and or underlined sections of the original text.
- **Board Rules and Regulations-** A copy of the Board's Rules and Regulations (237CMR 11.00- 23.00), tabbed or un-tabbed, containing highlighted sections and or underlined sections of the original text.
- **National Fire Alarm Code-** A copy of the National Fire Alarm Code (NFPA-72) whether paper-back, ring-binder, a spiral binder or loose leaf, tabbed or un-tabbed, containing highlighted sections and or underlined sections of the original text.
- **OSHA and Safety and Health Standards; Overtime Compensation Fair Labor Standards Law; Lien Law; Worker Compensation Law; State Unemployment Law; Employer's Tax Guide** - A copy of each of the aforementioned publications - whether in paper-back, ring-binder, spiral binder or loose leaf, tabbed or un-tabbed; that contains highlighted sections and or underlined sections of the original text.
- **Formulas- prior to examination** - written on the blank pages of your codebook.
- **Written notes- prior to examination** Hand written notes in the margins of the aforementioned reference materials.
- **During the examination** - only writing on the scrap paper that is provided by PSI will be allowed during the exam.

EXAMS STRUCTURE AND CONTENT

- Examinations are **OPEN-BOOK**, computer generated and two part. Examination scores are stand alone scores, i.e. each part of the examination is independent and you are required to pass both parts of the examination to obtain licensure. Candidates who fail one part of an examination are allowed to retake the part of the examination that they failed up to 6 times in 1 year from the date their application was approved.

MASTER ELECTRICIAN, PART 1

# of Questions	% Required to Pass	Time Allowed
90	70% (63 questions answered correctly)	240 Minutes

Content Outline

Subject Area	# of Items
State Specific Electrical Requirements	4
Advanced Elec Knowledge and Elec Theory	6
Services	11
Grounding and Bonding	10
Wiring Methods and Devices	15
Motors	7
Transformers	1

Low-Voltage Distribution	2
Special Occupancies and Equipment	10
Overcurrent Protection	6
Lighting	2
Alarm Systems	6
Photovoltaic	6
Energy Storage Systems	4

Reference List

All the reference materials listed below were used to prepare the questions for this examination. The examination may also contain questions based on trade knowledge, or general industry practices. **Except for Codebooks**, you can use later editions of references as they become available. For Code questions, the examination will be based **only** on the edition of the Codebook that is listed.

Only the following references are allowed in the examination center:

NOTE 1: New exam items may be added to the examinations, to reflect the adoption of a current Code, or adoption of other related Regulations or laws seven months from the enforcing date of such Code, Regulation or Law.

- National Electrical Code, National Fire Protection Association, 1 Batterymarch Park, Quincy, MA 02169-7471, (617)770-3000, www.nfpa.org
- NFPA 72 - National Fire Alarm Code - National Fire Protection Association, 1 Batterymarch Park, Quincy, MA 02169-7471, (617)770-3000, www.nfpa.org
- Massachusetts Electrical Code, 527 CMR 12.00 State Amendments to NEC Board of Fire Prevention Regulations, www.mass.gov/dfs/osfm/fireprevention/cmr/index.htm

Additional Examination questions may be derived from the following reference materials. Please note these reference materials are not allowed in the Examination center.

- Ugly's Electrical References, George V. Hart, 2008, Burleson Distributing Corp., (800) 531-1660, www.uglyelectrical.com, ISBN 0-9623229-7-0
- American Electricians' Handbook - latest edition, McGraw-Hill, P.O. Box 182605, Columbus, OH 43218-2605, www.McGraw-hill.com

BUSINESS AND LAW (MASTER ELECTRICIAN AND SYSTEMS CONTRACTOR PART II)

# of Questions	% Required to Pass	Time Allowed
50	70% (35 questions answered correctly)	120 Minutes

Content Outline

Subject Area	# of Items
Massachusetts Licensing	16
Estimating and Bidding	4
Lien Law	1
Financial Management	3
Tax Laws	3
Labor Laws	3
Project Management	3

Contracts	6
Business Organization	2
Risk Management	4
Environmental and Safety	5

Reference List

All the reference materials listed below were used to prepare the questions for this examination. The examination may also contain questions based on trade knowledge, or general industry practices. **Except for Codebooks**, you can use later editions of references as they become available. For Code questions, the examination will be based **only** on the edition of the Codebook that is listed.

Only the following references are allowed in the examination center:

- *NASCLA Contractors Guide to Business, Law and Project Management*, Basic 14th Edition, National Association of State Contractors Licensing Agencies (NASCLA), Telephone: (623) 587-9354, www.nascla.org
- 237 CMR 12 - 23 Rules and Regulations of the Board of State Examiners of Electricians, State House Book Store, Rm 116, Boston, MA 02133, (617) 727-2834, www.mass.gov/dpl/boards/el/cmr.htm
- General Laws of Massachusetts, MGL Chapter 141, Supervision of Electricians, www.mass.gov/legis/laws/mgl/gl-141-toc.htm
- Massachusetts Inspection of Buildings, Inspection and Regulation of, and Licenses for, Buildings, Elevators and Cinematographs, MGL Chapter 143 Sections 3L, 3P and 50, www.mass.gov/legis/laws/mgl/gl-143-toc.htm
- Massachusetts Lien Law, Liens on Buildings and Land, 2003, MGL Chapter 254 Sections 1, 2, 2A, 2B, 4, 5, 8, 11, 13, 15A, 22 and 26, www.mass.gov/legis/laws/mgl/gl-54-toc.htm
- Massachusetts Overtime or Minimum Wage Law, MGL Chapter 151, Minimum Fair Wages, Sections 1, 1A, 1B, 2, 3, 9, 10, 11, 15, 16, 17, 19, 20, 20A and 21, www.mass.gov/legis/laws/mgl/gl-151-toc.htm
- Massachusetts Workers' Compensation law, MGL Chapter 152 Sections 6, 21, 22, 25A, 25C, 26, 27, 27A, 28, 66, 67, 75A and 75B, www.mass.gov/legis/laws/mgl/gl-152-toc.htm
- Massachusetts State Unemployment Law, Simplifying the Employment and Training Law: A Guide for Employers www.mass.gov/edwd/docs/pdf/employers/p3534.pdf
- Code of Federal Regulations 29 CFR Part 1926 (OSHA), 1926-2013 Edition, with latest available amendments, U.S. Government Printing Office, (866) 512-1800. <https://www.osha.gov/laws-regs/regulations/standardnumber/1926>; ---OR--- PSI, OSHA Excerpts 2003, Superintendent of Documents, (888)293-6498, <http://bookstore.gpo.gov>.

JOURNEYMAN ELECTRICIAN, PART 1

# of Questions	% Required to Pass	Time Allowed
80	70% (56 questions answered correctly)	180 Minutes

Subject Area	# of Items
General Knowledge	8
Services	11
Grounding and Bonding	7
Wiring Methods and Devices	18
Motors	4
Transformers	1
Low-Voltage Distribution	2
Special Occupancies and Equipment	5
Overcurrent Protection	6
Lighting	2
Alarm Systems	6
Photovoltaic	6
Energy Storage Systems	4

Reference List

All the reference materials listed below were used to prepare the questions for this examination. The examination may also contain questions based on trade knowledge, or general industry practices. **Except for Codebooks**, you can use later editions of references as they become available. For Code questions, the examination will be based **only** on the edition of the Codebook that is listed.

Only the following references are allowed in the examination center:

NOTE 1: New exam items may be added to the examinations, to reflect the adoption of a current Code, or adoption of other related Regulations or laws seven months from the enforcing date of such Code, Regulation or Law.

- National Electrical Code, National Fire Protection Association, 1 Batterymarch Park, Quincy, MA 02169-7471, (617)770-3000, www.nfpa.org
- NFPA 72 - National Fire Alarm Code - National Fire Protection Association, 1 Batterymarch Park, Quincy, MA 02169-7471, (617)770-3000, www.nfpa.org

JOURNEYMAN ELECTRICIAN, PART II, APPLIED PORTION

# of Questions	% Required to Pass	Time Allowed
30	70% (21 questions answered correctly)	60 Minutes

Content Outline

Subject Area	# of Items
Circuit Calculations (Ohm's Law)	5
Electrical Schematics and Plans	5
Materials and Components	5
Troubleshooting and Testing	6
Massachusetts Amendments	5
Licensing Laws and Regulations	4

Reference List

All the reference materials listed below were used to prepare the questions for this examination. The examination may also contain questions based on trade knowledge, or general industry practices. **Except for Codebooks**, you can use later editions of references as they become available. For Code questions, the examination will be based **only** on the edition of the Codebook that is listed.

Only the following references are allowed in the examination center:

NOTE 1: New exam items may be added to the examinations, to reflect the adoption of a current Code, or adoption of other related Regulations or laws seven months from the enforcing date of such Code, Regulation or Law.

- Massachusetts Electrical Code, 527 CMR 12.00 State Amendments to NEC Board of Fire Prevention Regulations, State of Massachusetts General Laws, www.mass.gov/dfs/osfm/fireprevention/cmr/index.htm
- 237 CMR 12.00-23.00 - Rules and Regulations of the Board of State Examiners of Electricians State House Book Store, Rm 116, Boston, MA 02133, (617) 727-2834, www.mass.gov/reg/boards/el/cmr.htm
- MGL Chapter 141, Supervision of Electricians, www.mass.gov/legis/laws/mgl/gl-141-toc.htm
- National Electrical Code, National Fire Protection Association, 1 Batterymarch Park, Quincy, MA 02169-7471, (617)770-3000, www.nfpa.org

Additional Examination questions may be derived from the following reference materials. Please note these reference materials are not allowed in the Examination center.

- Ugly's Electrical References, George V. Hart, 2008, Burleson Distributing Corp., (800) 531-1660, www.uglyelectrical.com, ISBN 0-9623229-7-0
- American Electricians' Handbook - 14th edition, 2002, McGraw-Hill, P.O. Box 182605, Columbus, OH 43218-2605, www.McGraw-hill.com

SYSTEMS CONTRACTOR PART I

# of Questions	% Required to Pass	Time Allowed
70	70% (49 questions answered correctly)	180 Minutes

Content Outline

Subject Area	# of Items
Advanced Elec Knowledge and Elec Theory and	9
NEC Alarm Requirements	15
Intrusion Detection and Notification	15
Fire Detection and Notification	31

Reference List

All the reference materials listed below were used to prepare the questions for this examination. The examination may also contain questions based on trade knowledge, or general industry practices. **Except for Codebooks**, you can use later editions of references as they become available. For Code questions, the examination will be based **only** on the edition of the Codebook that is listed.

Only the following references are allowed in the examination center:

NOTE 1: New exam items may be added to the examinations, to reflect the adoption of a current Code, or adoption of other related Regulations or laws seven months from the enforcing date of such Code, Regulation or Law.

- Massachusetts Electrical Code, 527 CMR 12.00 State Amendments to NEC Board of Fire Prevention Regulations, State of Massachusetts General Laws, www.mass.gov/dfs/osfm/fireprevention/cmr/index.htm
- National Electrical Code, National Fire Protection Association, 1 Batterymarch Park, Quincy, MA 02169-9101, (617)770-3000, www.nfpa.org
- NFPA 72 - National Fire Alarm Code - National Fire Protection Association, 1 Batterymarch Park, Quincy, MA 02169-7471, (617)770-3000, www.nfpa.org

Additional Examination questions may be derived from the following reference materials. Please note these reference materials are not allowed in the Examination center.

- Ugly's Electrical References, George V. Hart, 2008, Burleson Distributing Corp., (800) 531-1660, www.uglyelectrical.com, ISBN 0-9623229-7-0
- American Electricians' Handbook - current edition, 2002, McGraw-Hill, P.O. Box 182605, Columbus, OH 43218-2605, www.McGraw-hill.com
- Fire Alarm Signaling Systems Handbook, 1994, 2nd edition, Bukowski & O'Laughlin, National Fire Protection Association, 1 Batterymarch, Quincy, MA 02269-9101, 6177703000, www.nfpa.org
- Certified Alarm Technicians Manual Level 1, 2001, National Training School, 8300 Colesville Rd, Suite 750, Silver Spring, MD 20910, 888-702-1687, www.alarm.org
- Understanding and Servicing Alarm Systems - Third Edition, 0-7506-7206-4, Butterworth-Heinemann (Reed Publishing), 313 Washington Street Newton, MA 02158-1626, www.bh.com

SYSTEMS TECHNICIAN PART I

# of Questions	% Required to Pass	Time Allowed
60	70% (42 questions answered correctly)	120 Minutes

Content Outline

Subject Area	# of Items
NEC Alarm Requirements	20
Fire Detection and Notification	30
General Elec Knowledge and Elec Theory and	10

Reference List

All the reference materials listed below were used to prepare the questions for this examination. The examination may also contain questions based on trade knowledge, or general industry practices. **Except for Codebooks**, you can use later editions of references as they become available. For Code questions, the examination will be based **only** on the edition of the Codebook that is listed.

Only the following references are allowed in the examination center:

NOTE 1: New exam items may be added to the examinations, to reflect the adoption of a current Code, or adoption of other related Regulations or laws seven months from the enforcing date of such Code, Regulation or Law.

- National Electrical Code, National Fire Protection Association, 1 Batterymarch Park, Quincy, MA 02169-7471, (617)770-3000, www.nfpa.org
- NFPA 72 - National Fire Alarm Code - National Fire Protection Association, 1 Batterymarch Park, Quincy, MA 02169-7471, (617)770-3000, www.nfpa.org

SYSTEMS TECHNICIAN PART II (APPLIED)

# of Questions	% Required to Pass	Time Allowed
30	70% (21 questions answered correctly)	60 Minutes

Content Outline

Subject Area	# of Items
Circuit Calculations (Ohm's Law)	6
Electrical Schematics and Plans	5
Materials and Components	7
Troubleshooting and Testing	8
Licensing Laws and Regulations	4

Reference List

All the reference materials listed below were used to prepare the questions for this examination. The examination may also contain questions based on trade knowledge, or general industry practices. **Except for Codebooks**, you can use later editions of references as they become available. For Code questions, the examination will be based **only** on the edition of the Codebook that is listed.

Only the following references are allowed in the examination center:

NOTE 1: New exam items may be added to the examinations, to reflect the adoption of a current Code, or adoption of other related Regulations or laws seven months from the enforcing date of such Code, Regulation or Law.

- Massachusetts Electrical Code, 527 CMR 12.00 State Amendments to NEC Board of Fire Prevention Regulations, State of Massachusetts General Laws, www.mass.gov/dfs/osfm/fireprevention/cmr/index.htm
- 237 CMR 12.00-23.00 - Rules and Regulations of the Board of State Examiners of Electricians, State House Book Store, Rm 116, Boston, MA 02133, (617) 727-2834, www.mass.gov/dpl/boards/el/cmr.htm
- National Electrical Code, National Fire Protection Association, 1 Batterymarch Park, Quincy, MA 02169-7471, (617)770-3000, www.nfpa.org
- MGL Chapter 141, Supervision of Electricians, www.mass.gov/legis/laws/mgl/gl-141-toc.htm

Additional Examination questions may be derived from the following reference materials. Please note these reference materials are not allowed in the Examination center.

- Ugly's Electrical References, George V. Hart, 2008, Burleson Distributing Corp., (800) 531-1660, www.uglyselectrical.com, ISBN 0-9623229-7-0
- American Electricians' Handbook - current edition, 2002, McGraw-Hill, P.O. Box 182605, Columbus, OH 43218-2605, www.McGraw-hill.com
- Fire Alarm Signaling Systems Handbook, 1994, 2nd edition, Bukowski & O'Laughlin, National Fire Protection Association, 1 Batterymarch Park, Quincy, MA 02169-7471, (617)770-3000, www.nfpa.org
- Certified Alarm Technicians Manual Level 1, 2001, National Training School, 8300 Colesville Rd, Suite 750, Silver Spring, MD 20910, (888)702-1687, www.alarm.org
- Understanding and Servicing Alarm Systems - Third Edition, 0-7506-7206-4, Butterworth-Heinemann (Reed Publishing), 313 Washington Street Newton, MA 02158-1626, www.bh.com

TAKING THE EXAM

Taking the exam in separate parts:

- Candidates have a choice of taking both parts of their exam the same day or on separate days. Applicants who choose the same day will immediately continue onto the second part of the examination. Once you enter a second part of an exam you will not be able to return to the first. You must complete one part of the examination in order to proceed to the next part.

Scoring:

Scores are based on the number of questions answered correctly and are valid for 12 months. If a candidate does not pass both parts within 12 months the candidate must retake both parts.

- At the end of the examination all candidates will receive a printed Score Report.
- Veterans determined by a DD214 and as defined in clause forty-three of section seven of chapter four shall be granted a credit of five percent to each part of the examination.

Score Report:

- If you did not pass the examination, a Score Report will indicate your overall score and the number of questions answered correctly on each major section of the examination. This information may help you prepare for reexamination. This detail is not shown on your Score Report if you received a passing score.
- If PSI is unable to print your Score Report it will be mailed within 10-days of your examination date.
- The Score report is considered a public record and shall be maintained by PSI until the candidate has passed the exam. At which time such reports shall be submitted to the board with the completed application for archiving.

EXAMINATION REVIEW

Your Licensing Board may allow for a review of exam content if you do not receive a passing score. The process of seeing missed exam items is called an “Examination Review”. Examination reviews can no longer be scheduled separately. If at the time of your scheduled exam you do not receive a passing score, you will be offered the opportunity to complete the Examination Review. This review is immediately following the exam. This review is optional BUT will be the only opportunity to complete the review. During this examination review, you may take up to 30 minutes to review the items you missed. The items will not be in any particular order.

To begin the Review: Once you have completed and submitted your exam for grading, you will immediately be presented with your exam results. With any unsatisfactory examination attempt, you must click on the “Continue or Proceed” button to proceed with starting the examination review process. Before starting the review, you will need to alert the Test Center Administrator (TCA), who will provide you with an Examination Review/Comment Sheet. You may use this form to challenge any questions you have missed. At the conclusion of the examination review, the Examination Review Sheet must be returned to the TCA for further processing.

PSI, in cooperation with the Department, consistently evaluates the examinations being administered to ensure that the examinations accurately measure competency in the required areas of knowledge. While taking the examination, examinees also have the opportunity to provide comments on any questions, by using the comments key on the keyboard. These comments will be analyzed by PSI examination development staff. However, any comments left while actively taking your exam are not a part of the Examination Review process identified above. PSI does not respond to individuals regarding these comments, all substantive comments are reviewed.

RETAKE EXAMS AND EXPIRED QUALIFICATIONS REQUIREMENTS

RE-EXAMINATION:

- Candidates who have not successfully passed the examination after 3 attempts shall furnish documentary proof satisfactory to the Board of having successfully completed additional learning objectives based on any weaknesses disclosed on their score report before reexamination. The required education clock hours shall be determined by selected learning objectives. The certificate(s) of completion must be submitted to PSI for review by the Board. The additional education requirement may also be met by successfully completing a Board approved examination preparation course or 15 hour continuing education course (if not previously taken for this purpose). Candidates then have 3 more attempts to pass the exam.
- Candidates who have not successfully passed the examination after a total of 6 attempts shall be required to repeat the full number of education hours required for licensure as outlined in 237 CMR 13.00.
- Candidates who do not pass both parts of their exam within 12 months after their application approval date, must resubmit a completed application for approval and retake both parts of the examination.
- Candidates who have failed an examination or part thereof MUST wait a minimum of 24 clock hours to reschedule and retake an exam. It is not possible to make reschedule an examination the same day you failed examination; due to processing and reporting of scores.

Approved applications are current for one year after the approval date. After that year applications will be expired and a new application and fee must be submitted with copies of any new education or updated work forms. If there are no changes a letter must accompany the application instructing PSI that the previous documents are still valid.

RE-EXAM FEES

Your re-exam fee is determined by the part of the exam you are retaking. For reinstatement re-exams candidates must retake both parts. The total for both parts is \$135.

Effective 11/1/24 you will apply online versus using the paper application. [Click Here](#) and select VIEW AVAILABLE TESTS and select which Test you will be applying for. Select SIGN IN/REGISTER and select Create Account. You will be required to upload the required documentation.

Application Fees:

These fees do not include your licensing fee.

Re-examination Fees:

Re-examination fees are based on the portion of the exam that you are retaking. The total for both portions is \$135.

	Journeyman exam	Master exam	Systems Technician exam	Systems Contractor exam
PSI exam Application Processing Fee	\$60	\$75	\$60	\$75
Trade portion Examination Administration Fee (non-refundable)	\$80	\$80	\$80	\$80
Business/Practical portion Examination Administration Fee (non-refundable)	\$55	\$55	\$55	\$55
MA exam Application Processing Fee* (non-refundable) Per the valor act this fee is waived for Veterans, Active military and their spouses	\$31	\$66	\$31	\$66
Total	\$226	\$276	\$226	\$276
Total with MA fee waived	\$195	\$210	\$195	\$210