



PSI Services LLC  
<https://test-takers.psiexams.com/gacont>

# STATE LICENSING BOARD FOR RESIDENTIAL AND GENERAL CONTRACTORS

## CANDIDATE INFORMATION BULLETIN



Examinations by PSI .....	1	Security Procedures .....	3
Examination Scheduling Procedures .....	1	Taking the Examination by Computer .....	3
Eligibility and Fees .....	1	Tutorial .....	3
Internet Registration .....	1	Test Question Screen .....	3
Telephone Registration .....	1	Experimental Questions .....	3
Scheduling an Examination .....	1	Examination Review .....	3
Canceling an Examination .....	1	Score Reporting .....	4
Missed Appointment or Late Cancellation .....	2	Sample Questions .....	4
Exam Accommodations .....	2	Examination Content Outlines .....	5
Emergency Examination Center Closing .....	2	Business & Law .....	5
Examination Site Locations .....	2	Residential - Basic Contractor .....	5
Reporting to the Examination Site .....	2	Residential - Light Commercial Contractor .....	6
Required Identification .....	3	General Contractor and General Contractor-Limited Tier (NASCLA) .....	7

Please refer to our website to check for the most updated information at <https://test-takers.psiexams.com/gacont>

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### EXAMINATION FEES

RESIDENTIAL/LIGHT COMMERCIAL QUALIFYING AGENT (\$72)  
RESIDENTIAL/LIGHT COMMERCIAL INDIVIDUAL (\$72)  
RESIDENTIAL BASIC QUALIFYING AGENT (\$72)  
RESIDENTIAL BASIC INDIVIDUAL (\$72)  
BUSINESS AND LAW EXAM (\$60)

☐ GENERAL CONTRACTOR QUALIFYING AGENT (NASCLA) (\$106)  
☐ GENERAL CONTRACTOR LIMITED TIER QUALIFYING AGENT (NASCLA) (\$106)  
☐ GENERAL CONTRACTOR LIMITED TIER INDIVIDUAL (NASCLA) (\$106)  
☐ GENERAL CONTRACTOR INDIVIDUAL (NASCLA) (\$106)

## EXAMINATIONS BY PSI

This Candidate Information Bulletin provides you with information about the examination and application process for becoming licensed as a contractor in the State of Georgia.

Georgia State law requires contractors to be licensed and regulated by the Professional Licensing Board. Eligibility for examination is determined by the Board.

The Board has contracted with PSI Services LLC (PSI) to conduct its examination program. PSI provides examinations through a network of computer examination centers in Georgia. PSI works closely with the Board to be certain that examinations meet local as well as national requirements in basic principles and examination development standards.

### HOW TO OBTAIN A LICENSE

1. Please print and complete the appropriate application by accessing the Board website:  
[www.sos.ga.gov/index.php/licensing/plb/46](http://www.sos.ga.gov/index.php/licensing/plb/46)

All questions about applications for licensure should be directed to the Board.

**State Licensing Board for Residential  
and General Contractors**

**237 Coliseum Drive**

**Macon, GA 31217**

**(478) 207-2440 • Fax (470) 312-2796**

**[www.sos.ga.gov/index.php/licensing/plb/46](http://www.sos.ga.gov/index.php/licensing/plb/46)**

2. If your completed application is approved by the Board, you will be notified how to contact PSI for registration.
3. Your results will be forwarded to the Board for processing.

All questions and requests for information about examinations should be directed to PSI.

**PSI**

**(855) 744-0314**

**<https://test-takers.psiexams.com/gacont>**

## EXAMINATION SCHEDULING PROCEDURES

### ELIGIBILITY

- You are eligible to take the examination(s) for 1 year from the date of your exam approval letter. If you do not pass the examination(s) within the 1 eligibility year period, you must reapply with the Board.
- You must pass both the Business & Law and the Trade examinations within the 1-year eligibility period. If you fail one examination, and pass the other examination, you will only need to retake the failed examination.
- On your first exam approval, you are given 2 attempts to pass both the Business & Law and the Trade examinations within the 1-year eligibility period. If you fail either of

the examinations twice, you will be required to wait at least 1 year after the taking of the last exam prior to taking the exam a third or subsequent time pursuant to O.C.G.A. § 43-41-6(g).

- After failing either of the examinations in your first exam approval eligibility period, you will be given only 1 attempt to pass the exam on your next exam approval eligibility period.

### INTERNET REGISTRATION

For the fastest and most convenient test scheduling process, PSI recommends that candidates register for their exams using the Internet. Candidates register online by accessing PSI's registration website at <https://test-takers.psiexams.com/gacont>. 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 be 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. If you have problems contact PSI at (855) 744-0314 for help.

### TELEPHONE REGISTRATION

For telephone registration, you will need a valid credit card (Visa, MasterCard, American Express or Discover).

PSI registrars are available at (855) 744-0314, Monday through Friday between 7:30 am and 10:00 pm, and Saturday-Sunday between 9:00 am and 5:30 pm, Eastern Time, to receive your payment and schedule your appointment for the examination.

### SCHEDULING AN APPOINTMENT TO TAKE THE EXAMINATION

Once you have made payment for your examination services, you are ready to schedule your examination. It is important to remember that you are responsible for contacting PSI to schedule your examination. PSI will make every effort to schedule the examination site and time that is most convenient for you. To schedule with a PSI registrar, call Monday through Friday, between 7:30 am and 10:00 pm, or Saturday-Sunday between 9:00 am and 5:30 pm, Eastern Time. If space is available in the examination site of your choice, you may schedule an examination 1 day prior to the examination date of your choice, up to 7:00 pm Eastern Time. Please be prepared to offer alternate examination appointment choices.

### 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. Please use the PSI Website or call PSI at (855) 744-0314.

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

## SCHEDULING A RE-EXAMINATION

In order to retest, you must re-register following the steps for registration and scheduling as outlined earlier. You may re-register over the Internet, telephone or by mail. Once registered, you can reschedule for your re-examination.

## 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 schedule 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.

## EXAM ACCOMMODATIONS

All 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. Qualified candidates with sensory, mental or physical disabilities that would prevent them from taking the examination under standard conditions may request exam accommodations. Candidates should check the appropriate space on the "Examination Scheduling Form," and contact the Board office at the address below, to obtain the "Request for Disability Accommodation Guidelines." Application materials, including information requested in the "Guidelines," must be received by the Board by the application deadline and are available from:

**Georgia State Licensing Board for Residential and General Contractors**  
237 Coliseum Drive  
Macon, GA 31217-3858  
(478) 207-2440  
[www.sos.ga.gov/index.php/licensing/plb/46](http://www.sos.ga.gov/index.php/licensing/plb/46)

## 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) 744-0314. 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/gacont>.

## **EXAMINATION SITE LOCATIONS**

The PSI Occupational Licensing examinations are administered at the examination centers listed below:

### **PSI Atlanta (Duluth)**

3505 Koger Blvd, Suite 175  
Duluth, GA 30096

*From I-85 N: Use the right lane to take exit 104 for Pleasant Hill Rd. Use the second to the right lane to turn right onto Pleasant Hill Road. Use the left two lanes to turn left onto Breckinridge Blvd. Turn right onto Centerview Dr. NW. Turn right onto Koger Blvd. The building is on the right.*

### **Atlanta (Marietta)**

The Pavilions at East Lake Shopping Center  
2100 Roswell Road NE, Suite 2128  
Marietta, GA 30062

*Exit I-75 at North Marietta Parkway (Loop 120/Exit 263). Drive approximately 1.5 miles to the 120 Roswell Road exit (go past Powers Ferry and Lower Roswell Roads). Exit at the 120 East Roswell Road and head east for approximately 1 mile. The Pavilions at East Lake Shopping Center is on the right side of the road.*

### **Macon**

3902 Northside Dr, Suite C5  
Macon, GA 31210

*From the North, take I-75 South to exit 169. Turn right onto Arkwright Road. Turn right at the second traffic light. Turn left at Ashley Park Office Building. You must enter and park from rear of buildings.*

*From the South, take I-75 North to exit 169. Turn left onto Arkwright Road. Turn right at the third traffic light. Turn left at Ashley Park Office Building. You must enter and park from the rear of buildings.*

### **Tifton**

251 Southwell Blvd. Suite A  
Tifton, GA 31794

*I-75 S / GA-401 S. Take the Southwell Blvd exit- Exit 59. Turn Left onto CR-204 / Southwell Blvd. Continue to follow Southwell Blvd.*

*Additionally, PSI has examination centers in many other regions across the United States. You may take the written examination at any of these locations. examination should request for alternative arrangements by Clicking Here to request Out-of-State testing.*

## **REPORTING TO THE EXAMINATION SITE**

On the day of the examination, you should arrive at least 30 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.*

## REQUIRED IDENTIFICATION AT EXAMINATION SITE

You must provide 2 forms of identification. One must be a VALID form of government issued identification (driver's license, state ID, passport), which bears your signature and has your photograph. The second ID must have your signature and preprinted legal name. All identification provided must match the name on the Examination Registration Form and your Registration Confirmation Notice.

If you cannot provide the required identification, you must call (855) 744-0314 at least 3 weeks prior to your scheduled appointment to arrange a way to meet this security requirement. *Failure to provide all of the required identification at the time of the examination without notifying PSI is considered a missed appointment, and you will not be able to take the examination.*

## SECURITY PROCEDURES

The following security procedures will apply during the examination:

- Only non-programmable calculators that are silent, battery-operated, do not have paper tape printing capabilities, and do not have a keyboard containing the alphabet will be allowed in the examination site.
- 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, 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, 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.

### TUTORIAL

Before you start your examination, an introductory tutorial is provided on the computer screen. The time you spend on this tutorial, up to 15 minutes, DOES NOT count as part of your examination time. Sample questions are included following the tutorial so that you may practice answering questions and reviewing your answers.

### TEST QUESTION SCREEN

One question appears on the screen at a time. During the examination, minutes remaining will be displayed at the top of the screen and updated as you record your answers.

**IMPORTANT:** After you have entered your responses, you will later be able to return to any question(s) and change your response, provided the examination time has not run out.

### EXPERIMENTAL QUESTIONS

In addition to the number of questions per examination, a small number of five to ten "experimental" questions may be administered to candidates during the examinations. These questions will not be scored, and the time taken to answer them will not count against examination time. The administration of such non-scored experimental questions is an essential step in developing future licensing examinations.

### EXAMINATION REVIEW

PSI, in cooperation with the State Licensing Board for Residential and General Contractors, 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. Comments may be entered by clicking the Comments link on the function bar of the test question screen.

These comments will be analyzed by PSI examination development staff. Although PSI does not respond to individuals regarding these comments, all substantive comments are reviewed. If a discrepancy is found during the comment review, PSI and the department may re-evaluate candidate results and adjust them accordingly.

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

## SCORE REPORTING

In order to pass the examinations, you must achieve a minimum score of 70%.

Your score will be given to you immediately following completion of the examination. The following summary describes the score reporting process:

- **On screen** - your score will appear immediately on the computer screen. This will happen automatically at the end of the time allowed for the examination; if you are using review features, you will be able to obtain your score immediately when you indicate that you have finished and would like to see your results.
  - If you **pass**, you will immediately receive a successful notification.
  - If you **do not pass**, you will immediately receive an unsuccessful notification on the screen along with a diagnostic report indicating your strengths and weaknesses by examination type. Registration forms for submittal to PSI to retake the examination will be available at the examination site.

You may request a duplicate score report after your examination by emailing [scorereport@psionline.com](mailto:scorereport@psionline.com).

**Now you can take the practice exam online at <https://test-takers.psiexams.com/gacont> to prepare for your Contractor Examination**

Please note that practice exams are intended only to help testing candidates become familiar with the general types of questions that will appear on a licensing examination. They ARE NOT a substitute for proper education and study. Furthermore, scoring well on the practice exam does not guarantee a positive outcome on an actual licensing examination.

Note: You may take the practice exams an unlimited number of times; you will need to pay each time.

**Many of the reference materials are available for purchase at [www.psonlinestore.com](http://www.psonlinestore.com) or by calling the PSI Online Store, toll-free, at (866) 589-3088.**

**Titles currently in stock are listed on the order form near the end of this candidate information bulletin.**

## SAMPLE QUESTIONS

The following questions are offered as examples of the types of questions you will be asked during the course of the examination. They are intended primarily to familiarize you with the style and format of questions you can expect to find in the examinations. The examples do NOT represent the full range of content or difficulty levels found in the actual examinations.

1. Who is responsible for ensuring the adequacy of personal protective equipment for an employee?  
A. Project owner.  
B. OSHA.  
C. Employer.  
D. Employee.
2. The MINIMUM allowable distance between a water closet centerline and a side wall or partition is  
A. 12 inches.  
B. 15 inches.  
C. 18 inches.  
D. 30 inches.
3. Stumps and roots below an area to be occupied by a building MUST be removed from the soil a MINIMUM depth of  
A. 6 inches.  
B. 12 inches.  
C. 18 inches.  
D. 24 inches.
4. The REQUIRED air space separating masonry veneer from the underlying sheathing shall be a MINIMUM of  
A. 1 inch but not more than 4 1/2 inches.  
B. 1 1/2 inches but not more than 3 1/2 inches.  
C. 1 1/2 inches but not more than 4 inches.  
D. 2 inches but not more than 3 inches.

Answers: 1:C, 2:B, 3:B, 4:A



## EXAMINATION CONTENT OUTLINES

### BUSINESS & LAW EXAM

All candidates must pass the Business & Law Exam for licensure in Georgia as a Residential or General Contractor.

Once a candidate has passed the Georgia Business & Law Exam, he/she has met the Business & Law Exam requirement for all other Residential and General Contractors licenses.

#### SCOPE OF WORK

# of Questions	Minimum Passing Score	Time Allowed
50	70% (35 correct)	120 Minutes

#### CONTENT OUTLINE

Subject Area	# of Items
Licensing Requirements	5
Estimating and Bidding	7
Business Organization and Financial Management	7
Tax Laws	5
Labor Laws	5
Project Management and Lien Law	6
Contracts	6
Risk Management	4
Environmental and Safety	5

#### REFERENCE LIST

The reference material listed below was used to prepare the questions for this examination. The examination may also contain questions based on trade knowledge or general industry practices. **Except for Code books**, you can base your answers on later editions of references as they become available. For Code questions, the examinations will be based **only** on the edition of the Code book that is listed.

Candidates may use a silent, nonprinting, non-programmable calculator in the examination center.

This examination is OPEN BOOK.

*The following reference material is allowed in the examination center:*

*Georgia-NASCLA Contractors Guide to Business, Law and Project Management, Georgia State Licensing Board for Residential and General Contractors, 3<sup>rd</sup> Edition.*  
<https://www.nascla.org/store/>

Reference material may be highlighted, underlined, and/or indexed. They must be otherwise unmarked (not written in) and may **not** contain additional papers (loose or attached). THESE REFERENCES WILL NOT BE AVAILABLE IN THE EXAMINATION CENTER. References may be tabbed/indexed with permanent tabs only. Tabs, such as Post-It notes, are not allowed and must be removed from the reference before the exam will begin.

### RESIDENTIAL - BASIC CONTRACTOR EXAM

For licensure in Georgia as a Residential - Basic Contractor (Individual or Qualifying Agent), all candidates must pass the Residential - Basic Contractor Exam and Business & Law Exam.

#### scope of work

# of Questions	Minimum Passing Score	Time Allowed
80	70% (56 correct)	200 Minutes

#### CONTENT OUTLINE

Subject Area	# of Items
Sitework, Footings and Foundation	8
Concrete and Concrete Reinforcement	8
Masonry	5
Carpentry	16
Roofing	8
General Code and Construction Knowledge	18
Associated Trades	10
OSHA Safety	7

#### REFERENCE LIST

The reference material listed below was used to prepare the questions for this examination. The examination may also contain questions based on trade knowledge or general industry practices. **Except for Code books**, you can base your answers on later editions of references as they become available. For Code questions, the examinations will be based **only** on the edition of the Code book that is listed.

Candidates may use a silent, nonprinting, non-programmable calculator in the examination center.

This examination is OPEN BOOK.

*The following reference material is allowed in the examination center:*

- International Residential Code, 2018, , International Code Council, (800) 786-4452, [www.iccsafe.org](http://www.iccsafe.org)
- Code of Federal Regulations - 29 CFR Part 1926 (OSHA), with latest available amendments, U.S. Government Printing Office, (866) 512-1800 or [https://www.osha.gov/pls/oshaweb/owastand.display\\_standard\\_group?p\\_toc\\_level=1&p\\_part\\_number=1926](https://www.osha.gov/pls/oshaweb/owastand.display_standard_group?p_toc_level=1&p_part_number=1926)  
OR

Code of Federal Regulations - 29 CFR Part 1926  
 Selections by PSI, with latest available amendments,  
 (866) 589-3088, [www.psionlinestore.com](http://www.psionlinestore.com) (See order form  
 at the end of the Candidate Information Bulletin.)

- *Carpentry and Building Construction*, 2010 or 2016 (Student Edition), John L. Feirer and Mark D. Feirer, McGraw-Hill, [www.mheducation.com](http://www.mheducation.com)
- *BCSI: Guide to Good Practice for Handling, Installing, Restraining, and Bracing of Metal Plate Connected Wood Trusses*, 2018 (Updated March 2020), Structural Building Components Association and Truss Plate Institute, (608) 274- 4849, <https://www.sbcindustry.com/building-component-safety-information-bcsi>
- *The Contractor's Guide to Quality Concrete Construction*, 2005, 3rd Edition, American Concrete Institute, (248) 848-3700, [www.concrete.org](http://www.concrete.org)
- *Modern Masonry - Brick, Block, Stone*, Clois E. Kicklighter, 8<sup>th</sup> edition (2015). The Goodheart-Willcox Company, (800) 323-0440, [www.g-w.com](http://www.g-w.com)
- *Pipe and Excavation Contracting*, Dave Roberts, 2011, Craftsman Book Company, (800) 829-8123, [www.craftsman-book.com/products](http://www.craftsman-book.com/products)
- *International Energy Conservation Code*, 2015, International Code Council, (800) 786-4452, [www.iccsafe.org](http://www.iccsafe.org)
- *Georgia State Amendments to the State Minimum Standard Codes*; Georgia Department of Community Affairs, 60 Executive Park South NE, Atlanta, GA 30329  
 Web address: [www.dca.state.ga.us](http://www.dca.state.ga.us)

Reference material may be highlighted, underlined, and/or indexed. They must be otherwise unmarked (not written in) and may not contain additional papers (loose or attached). THESE REFERENCES WILL NOT BE AVAILABLE IN THE EXAMINATION CENTER. References may be tabbed/indexed with permanent tabs only. Temporary tabs, such as Post-It notes, are not allowed and must be removed from the reference before the exam will begin.

## RESIDENTIAL - LIGHT COMMERCIAL EXAM

For licensure in Georgia as a Residential - Light Commercial Contractor (Individual or Qualifying Agent), all candidates must pass the Residential - Light Commercial Contractor Exam and Business & Law Exam.

### SCOPE OF WORK

# of Questions	Minimum Passing Score	Time Allowed
90	70% (63 correct)	230 Minutes

### CONTENT OUTLINE

Subject Area	# of Items
Sitework, Footings and Foundation	8
Concrete and Concrete Reinforcement	8
Metals	5
Masonry	6
Carpentry	16
Roofing	10

General Code and Construction Knowledge	20
Associated Trades	10
OSHA Safety	7

### REFERENCE LIST

The reference material listed below was used to prepare the questions for this examination. The examination may also contain questions based on trade knowledge or general industry practices. **Except for Code books**, you can base your answers on later editions of references as they become available. For Code questions, the examinations will be based **only** on the edition of the Code book that is listed.

Candidates may use a silent, nonprinting, non-programmable calculator in the examination center.

This examination is OPEN BOOK.

**The following reference material is allowed in the examination center:**

- *International Building Code*, 2018, International Code Council, (800) 786-4452, [www.iccsafe.org](http://www.iccsafe.org)
- *International Residential Code*, 2018, International Code Council, (800) 786-4452, [www.iccsafe.org](http://www.iccsafe.org)
- *Code of Federal Regulations - 29 CFR Part 1926 (OSHA)*, with latest available amendments, U.S. Government Printing Office, (866) 512-1800 or [https://www.osha.gov/pls/oshaweb/owastand.display\\_standard\\_group?p\\_toc\\_level=1&p\\_part\\_number=1926](https://www.osha.gov/pls/oshaweb/owastand.display_standard_group?p_toc_level=1&p_part_number=1926)  
**OR**  
*Code of Federal Regulations - 29 CFR Part 1926 Selections by PSI*, with latest available amendments, (866) 589-3088, [www.psionlinestore.com](http://www.psionlinestore.com) (See order form at the end of the Candidate Information Bulletin.)
- *Carpentry and Building Construction*, 2010 or 2016 (Student Edition), John L. Feirer and Mark D. Feirer, McGraw-Hill, [www.mheducation.com](http://www.mheducation.com)
- *BCSI: Guide to Good Practice for Handling, Installing, Restraining, and Bracing of Metal Plate Connected Wood Trusses*, 2018 (Updated March 2020), Structural Building Components Association and Truss Plate Institute, (608) 274- 4849, <https://www.sbcindustry.com/building-component-safety-information-bcsi>
- *The Contractor's Guide to Quality Concrete Construction*, 2005, 3rd Edition, American Concrete Institute, (248) 848-3700, [www.concrete.org](http://www.concrete.org)
- *Georgia Accessibility Code, latest edition*. A PDF version of the Georgia Accessibility Code may be downloaded from the following:  
[ada.georgia.gov/georgia-accessibility-code](http://ada.georgia.gov/georgia-accessibility-code)
- Copies of the Georgia Accessibility Code and related material are available upon request by contacting the State ADA Coordinator's Office at 404-657-7313 or e-mail [gaada@gsfic.state.ga.us](mailto:gaada@gsfic.state.ga.us)
- *Modern Masonry - Brick, Block, Stone*, Clois E. Kicklighter, 7<sup>th</sup> edition (2010). This edition may be used only until May 15, 2015. After that date, you must use the 8<sup>th</sup> edition (2015). The Goodheart-Willcox Company, (800) 323-0440, [www.g-w.com](http://www.g-w.com)

- *Pipe and Excavation Contracting*, Dave Roberts, 2011, Craftsman Book Company, (800) 829-8123, <http://www.craftsman-book.com>
- *Gypsum Construction Handbook*, 7<sup>th</sup> Edition, 2014, United States Gypsum Company (USG), (800) 874-4968, <http://www.usg.com>
- *Technical Digest No. 9 - Handling and Erection of Steel Joists and Joist Girders*, 3rd Edition, 2008, Steel Joint Institute, 234 W. Cheves Street, Florence, SC 29501, Phone: (843) 407-4091, Fax (843) 407-4044, [www.steeljoist.org](http://www.steeljoist.org).
- *SDI Manual of Construction with Steel Deck*, 2006, Steel Deck Institute, (847) 458-4647, [www.sdi.org](http://www.sdi.org)
- *International Energy Conservation Code*, 2015, International Code Council, (800) 786-4452, [www.iccsafe.org](http://www.iccsafe.org)
- *Georgia State Amendments to the State Minimum Standard Codes*; Georgia Department of Community Affairs, 60 Executive Park South NE, Atlanta, GA 30329  
Web address: [www.dca.state.ga.us](http://www.dca.state.ga.us)

Reference material may be highlighted, underlined, and/or indexed. They must be otherwise unmarked (not written in) and may not contain additional papers (loose or attached). THESE REFERENCES WILL NOT BE AVAILABLE IN THE EXAMINATION CENTER. References may be tabbed/indexed with permanent tabs only. Temporary tabs, such as Post-It notes, are not allowed and must be removed from the reference before the exam will begin.

## NASCLA - ACCREDITED EXAMINATION FOR COMMERCIAL GENERAL BUILDING CONTRACTORS (GENERAL CONTRACTOR OR GENERAL CONTRACTOR LIMITED TIER)

For licensure in Georgia as a General Contractor or General Contractor Limited Tier (Individual or Qualifying Agent), all candidates must pass the NASCLA - Accredited Examination for Commercial General Building Contractors and Business & Law Exam.

The NASCLA Accredited Examination Program was designed to assist contractors who wish to be licensed in multiple jurisdictions by offering a streamlined test taking option for the trade portion of the contractor examination. The **NASCLA Accredited Examination for Commercial General Building Contractors** was designed to assist candidates applying within individual state agencies for the general commercial building contractor classification or similar to.

Candidates who take and pass the NASCLA Accredited Examination can access NASCLA's National Examination Database (NED) located on <https://ned.nascla.org> to electronically send their transcripts to jurisdictions that accept the examination in lieu of their state specific trade portion, thereby reducing redundant licensing requirements. Candidates are expected to follow individual state agency applications to become licensed, in addition to taking a business and law examination, etc. If you are unsure if this examination will meet your specific license requirements in a participating state agency, please contact the state agency directly to confirm. A complete list of participating state

agencies can be found on NASCLA's website by visiting: [www.nascla.org/page/ParticipatingStateAg](http://www.nascla.org/page/ParticipatingStateAg)

For questions regarding the examination, please contact NASCLA via email to [info@nascla.org](mailto:info@nascla.org) or by phone at (623) 587-9354.

# of Questions	Minimum Passing Score	Time Allowed
115	70% (81 correct)	330 Minutes

### CONTENT OUTLINE

Subject Area	# of Items
General Requirements	25
Site Construction	15
Concrete	6
Masonry	4
Metals	6
Wood	5
Thermal and Moisture Protection	5
Doors, Windows, and Glazing	4
Finishes	5
Mechanical and Plumbing Systems	6
Electrical Systems	3
Procurement and Contracting Requirements	31

### REFERENCE LIST

The reference material listed below was used to prepare the questions for this examination. The examination may also contain questions based on trade knowledge or general industry practices. **Except for Code books**, you can base your answers on later editions of references as they become available. For Code questions, the examinations will be based **only** on the edition of the Code book that is listed.

Candidates may use a silent, nonprinting, non-programmable calculator in the examination center.

This examination is OPEN BOOK.

The following reference materials are allowed in the examination center.

- Mechanical and Electrical Systems for Construction Managers, 4th Edition, 2024, American Technical Publishers, 10100 Orland Parkway, Suite 200 Orland Park, IL 60467-5756; 800-323-3471  
<https://www.atplearning.com/product/2317/mechanical-and-electrical-systems-for-construction-managers>
- ICC A117.1-2017 Standard for Accessible and Usable Buildings and Facilities; International Code Council; 500 New Jersey Avenue, NW 6th Floor, Washington, DC 20001; [P] 888-ICC-SAFE (888-422-7233); [F] (202) 783-2348; International: (202) 370-1800; [www.ansi.org](http://www.ansi.org); <https://shop.iccsafe.org/icc-a117-1-2017-standard-and-commentary-accessible-and-usable-buildings-and-facilities-1.html> You can use the 2009 or 2017 editions. After Oct. 1, 2025, only the 2017 edition will be allowed
- BCSI: Guide to Good Practice for Handling, Installing, Restraining, and Bracing of Metal Plate Connected Wood Trusses, 2018 (Updated March 2020), Structural Building



Components Association and Truss Plate Institute, (608) 274- 4849, <https://www.sbcindustry.com/building-component-safety-information-bcsi>

- Carpentry and Building Construction, 2016 edition, John L. Feirer and Mark D. Feirer, Publisher: McGraw-Hill, <http://www.contractorseminars.com>, 828-277-3999
- Code of Federal Regulations - 29 CFR Part 1926 (OSHA), with latest available amendments, U.S. Government Printing Office, (866) 512-1800. Online version: <https://www.osha.gov/laws-regs/regulations/standardnumber/1926>; This may also be purchased from various vendors including Amazon.  
OR  
Code of Federal Regulations - 29 CFR Part 1926 Selections by PSI, with latest available amendments, 3210 E Tropicana, Las Vegas, NV 89121, (855) 557-0619, <https://test-takers.psiexams.com/mscontlb>
- Construction Jobsite Management, 4th Edition, 2017, William R. Mincks, Hal Johnston, Delmar/Thomson Learning, PO Box 6904, Florence, KY 41022-6904, Phone (800) 347-7707, Fax (800) 487-8488, <https://www.amazon.com/Construction-Jobsite-Management-William-Mincks/dp/130508179X>
- Construction Project Management, 2014, 4th Edition, Frederick Gould, Nancy Joyce, Pearson Education, Inc. publishing as Prentice Hall, One Lake Street, Upper Saddle River NJ, 07458, 800-848-9500, <https://www.amazon.com/Construction-Project-Management-Frederick-Gould/dp/0132877244>
- NASCLA Contractors Guide to Business, Law and Project Management, Basic 14<sup>th</sup> Edition, National Association of State Contractors Licensing Agencies (NASCLA), Telephone: (623) 587-9354, [www.nascla.org](http://www.nascla.org)
- Erectors' Manual - Standards and Guidelines for the Erection of Pre-Cast Concrete Products, 1999, 2nd Edition, Publisher- Precast/Prestressed Concrete Institute (PCI), 209 W. Jackson Blvd, Chicago, IL 60606-6938, Phone (312) 786-0300, <https://www.amazon.com/Erectors-manual-Standards-guidelines-erection/dp/0937040568>
- Green Building Fundamentals, Michael Montoya, 2011, 2nd edition, Pearson Education Publishing, ISBN-10: 0-13-511108-0, Pearson Publishing, <https://www.amazon.com/Green-Building-Fundamentals-Mike-Montoya/dp/0135111080>
- Gypsum Construction Handbook, 7th edition, 2014, United States Gypsum Company (USG), RS Means Publishing, 700 Longwater Drive, Norwell, MA 02061, 800-334-3509, Fax: 800-632-6732, [https://www.rsmeans.com/products/books/reference-books/commercial-construction/the-gypsum-construction-handbook-7th-edition.aspx?gclid=EAlalQobChMih5Pn\\_byG6AIVlONkCh1TzgUQEAAQYBCABEgLABvD\\_BwE](https://www.rsmeans.com/products/books/reference-books/commercial-construction/the-gypsum-construction-handbook-7th-edition.aspx?gclid=EAlalQobChMih5Pn_byG6AIVlONkCh1TzgUQEAAQYBCABEgLABvD_BwE)
- Technical Digest No. 9 - Handling and Erection of Steel Joists and Joist Girders, 3rd Edition, 2008, Steel Joint Institute, 234 W. Cheves Street, Florence, SC 29501, Phone: (843) 407-4091, Fax (843) 407-4044, [www.steeljoist.org](http://www.steeljoist.org)
- International Building Code, 2018 or 2021, International Code Council, 5203 Leesburg Pike, Suite 600 Falls Church, VA 22041, 7039314533, [www.intlcode.org/](http://www.intlcode.org/)  
Starting 8/7/2025 you may use either the 2021 or 2024 code. As of 11/1/2025 the 2018 code will no longer be used.
- ACI 318-14 (2014): Building Code Requirements for Structural Concrete and Commentary, American Concrete Institute, (248) 848-3700,

<https://www.concrete.org/store/productdetail.aspx?ltemID=318U14&Language=English> Starting 8/7/2025 you may use either the 2014 or 2019 edition. As of 11/1/2025 the 2014 edition no will no longer be used

- Training and Certification of Field Personnel for Unbonded Post-Tensioning - Level 1 Field Fundamentals, 2003, 3rd Edition, Post-Tensioning Institute, 1717 W. Northern Avenue, Suite 114, Phoenix, AZ 85021, Phone (602) 870-7540, Fax (602) 870-7541, [www.post-tensioning.org](http://www.post-tensioning.org)
- Modern Masonry - Brick, Block, Stone, Clois E. Kicklighter, 9th edition (2020). The Goodheart-Willcox Company, (800) 323-0440, [www.g-w.com](http://www.g-w.com)
- Pipe and Excavation Contracting, 2011, Dave Roberts, Craftsman Book Company, P.O. Box 6500, Carlsbad, CA 92018, Phone (800) 829-8123, Fax (631) 924-6580, [www.craftsman-book.com](http://www.craftsman-book.com).
- Principles and Practices of Commercial Construction, the 2019 10th Edition. Cameron K. Andres and Ronald C. Smith, Pearson Education, Inc., One Lake Street, Upper Saddle River, NJ 07458, Phone (201) 236-7000 [https://www.amazon.com/Principles-Practices-Commercial-Construction-Technology/dp/0134704665/ref=sr\\_1\\_1?crid=PXVLRERQ57AE&dchild=1&keywords=principles+and+practices+of+commercial+construction%2C+10th+edition&qid=1600246909&srefix=principles+and+practices+of+commer%2Caps%2C216&sr=8-1](https://www.amazon.com/Principles-Practices-Commercial-Construction-Technology/dp/0134704665/ref=sr_1_1?crid=PXVLRERQ57AE&dchild=1&keywords=principles+and+practices+of+commercial+construction%2C+10th+edition&qid=1600246909&srefix=principles+and+practices+of+commer%2Caps%2C216&sr=8-1)
- Roofing Construction and Estimating, Daniel Atcheson, 1995, (Reprinted 2022), Craftsman Book Company, (800) 829-8123, [www.craftsman-book.com/products](http://www.craftsman-book.com/products)
- Placing Reinforcing Bars, Recommended Practices, 2019 or later printing, 10th edition, Concrete Reinforcing Steel Institute, Publisher- Concrete Reinforcing Steel Institute, 933 North Plum Grove Rd, Schaumburg, IL 60173, Phone (800) 328-6306, <http://www.crsi.org/>
- SDI (Steel Deck Institute) Manual of Construction with Steel Deck, 2006 or 2016, 3rd Edition, Publisher-Steel Deck Institute, PO Box 25, Fox River Grove, IL 60021, Phone (847) 458-4647, Fax (847) 458-4648, <https://www.sdi.org/publications-2/publications/> After Oct. 1, 2025, only the 2016 edition will be allowed.
- The Contractor's Guide to Quality Concrete Construction, 2005 or 2018, 4th Edition, American Concrete Institute, (248) 848-3700, <https://www.amazon.com/Contractors-Guide-Quality-Concrete-Construction/dp/1641950471>  
After Oct. 1, 2025, only the 2018, 4<sup>th</sup> edition will be allowed.
- Developing Your Stormwater Pollution Prevention Plan - A Guide for Construction Sites, United States Environmental Protection Agency, 2007; EPA Document number 833R06004; EPA National Service Center for Environmental Publications, PO Box 42419 Cincinnati, OH 45242-3408; 800-490-9198  
This document can be downloaded as a pdf for free or it can be ordered as a hard copy through the EPA for free.

To order online for free, do a Google search for the EPA document number 833R06004. Enter into the search bar ONLY the document number 833R06004 and no other characters.

Then select the website option: [nepis.epa.gov](http://nepis.epa.gov), then scroll down and choose the document title Developing Your Stormwater Pollution Prevention Plan - A Guide for Construction Sites, then choose the USPS icon and fill out the form with name and address.

ANSI/EIMA 99-A-2017: Standard for Exterior Insulation and Finish Systems (EIFS) and EIFS with Drainage, 2017, ANSI/EIMA,  
<https://www.mycontractorslicense.com/ANSI-EIMA-99-A-2017-p/ansi-eima-1book.htm>

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