



## STATE OF IDAHO DIVISION OF OCCUPATIONAL AND PROFESSIONAL LICENES

1090 East Watertower Street, Suite 150

Meridian, Idaho 83642

1-800-955-3044

Website: [dbs.idaho.gov](http://dbs.idaho.gov)

Email: [customer.service@dbs.idaho.gov](mailto:customer.service@dbs.idaho.gov)

### APPLICATION FOR PLUMBING JOURNEYMAN LICENSE

**All schooling and work experience must have been obtained per State requirements.**

**In order to qualify for the Plumbing Journeyman exam or license an applicant must:**

- Must meet the requirements of Idaho Rule (See below).
- Submit a completed application (included).
- Pay the \$22.50 (non-refundable) application fee.

**Idaho Statutes and Rules are subject to change and it is the applicant's responsibility to ensure they have read and understand the requirements to do plumbing work in Idaho. Idaho Statutes and Rules can be found online at: <https://dbs.idaho.gov/rules/current.html>.**

### **IDAPA 24.39.20.202.03 Journeyman Examination**

- a.** Any plumbing apprentice who desires to take the written portion of the journeyman examination shall complete an Idaho Plumbing Board approved related course of instruction for four (4) years as described in Subsection 011.02 of these rules prior to the date of the exam and provide a certificate of completion with the application for examination. There is no minimum work requirement in order to be eligible to take the written portion of the plumbing journeyman examination.
- b.** Successful completion of the journeyman written examination does not eliminate the requirement to complete four (4) years of work experience, defined as eight thousand (8,000) hours, under the constant on-the-job supervision of a journeyman plumber or the practical portion of the examination in order to be issued a journeyman certificate of competency. Successful completion of the written plumbing journeyman examination notwithstanding, no journeyman certificate of competency shall be issued until an apprentice successfully completes the practical portion for the examination and furnishes to the Division proof of satisfaction of the work requirements contained in Subsection 011.01 of these rules. Satisfaction of the work requirements contained in Subsection 011.01 of these rules is required before any individual is eligible to take the practical portion of the journeyman examination.

### **203. JOURNEYMAN**

**01. Qualifications for Journeyman Plumber.** An applicant for a journeyman plumber's certificate of competency shall have at least four (4) years' experience as an apprentice making plumbing installations under the constant on-the-job supervision of a qualified journeyman plumber, as provided by Section 54-2611, Idaho Code. Pipe fitting will not be accepted as qualifications for a journeyman plumber's certificate of competency. In order to obtain a journeyman certificate of competency, an individual shall submit an application for examination and license. The application shall be accompanied by proof the applicant has completed an approved course of instruction for four (4) years as provided in Subsection 011.02 of these rules. The journeyman examination may be taken by an individual who has successfully completed an Idaho Plumbing Board-approved course of instruction for four (4) years as described in Subsection 011.03 of these rules. The examination fee shall be as prescribed by Section 54-2614, Idaho Code, and shall accompany the application.



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**02. Examination.** The journeyman examination grade is based on answers to written questions and practical work performed on plumbing installations as determined by the Division after successful completion of the written examination. Time allowed for the written examination is four (4) hours. A passing grade is required on the written examination. The practical portion of the exam may be performed on a job in-progress or in a laboratory setting and shall consist of work performed in either a residential or commercial application. The practical portion of the exam must pass with no violations.

### **03. Out of State Journeyman Applications.**

**a.** Exhibition of a license issued by **another recognized jurisdiction** may be accepted as proof of meeting the experience and schooling requirements listed in Subsections 012.01 and 012.02 of these rules. An application for a journeyman certificate of competency from an individual previously licensed as a journeyman in another jurisdiction recognized by the Idaho Plumbing Board shall include satisfactory proof of licensure in such jurisdiction. The applicant shall pay all applicable application and examination fees to the Division, and successfully complete the journeyman examination administered by the Division.

**b.** An application for a journeyman certificate of competency from an individual **who has never been previously licensed as a journeyman in a jurisdiction recognized by the Idaho Plumbing Board** shall include evidence that demonstrates that the applicant has four (4) years of plumbing work experience of a nature at least equivalent to that which a plumbing apprentice must perform in Idaho, as well as four (4) years of schooling equivalent to that which a plumbing apprentice must complete in Idaho. Alternatively, such an applicant may submit proof verifying eight (8) years, defined as a minimum of sixteen thousand (16,000) hours of plumbing work experience of a nature at least equivalent to that which a plumbing apprentice must perform in Idaho. Upon submission of sufficient proof of having completed such experience and schooling requirements, such applicant shall also pay all applicable application and examination fees to the Division, and successfully complete the journeyman examination administered by the Division.

### **In order to qualify for the Plumbing Journeyman reciprocal license an applicant must:**

- **Montana and Oregon:** Submit a copy of their current Plumbing Journeyman license. This license must have been issued after passing the Plumbing Journeyman exam in the state issued. *Montana applicants will need to get a verification of licensure from Montana and submit with their application.*
- **Washington:** Must submit verification of four (4) years schooling, minimum of 144 hours per year, and 8000 hours of On the Job Training (*Washington applicants must be a Washington resident*).
- Submit a completed application (included).
- Pay the \$22.50 (non-refundable) application fee.

**\* Please Note:** If the applicant does not complete the exam within one (1) year of approval, he/she must reapply.



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**APPLICATION FOR PLUMBING JOURNEYMAN LICENSE**

**YOU MUST PROVIDE A COPY OF LEGAL IDENTIFICATION (Driver's license, Passport, Military ID)**

\_\_\_\_\_ TESTING \_\_\_\_\_ LICENSE (Must have passed exam) \_\_\_\_\_ RECIPROCAL

Are you currently serving in the US military, a veteran or spouse of any such person? Yes \_\_\_\_\_ No \_\_\_\_\_

Applicant's Legal Name: \_\_\_\_\_ Date of Birth: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Social Security Number: \_\_\_\_\_

Contact Phone Number(s): \_\_\_\_\_

E-Mail Address: \_\_\_\_\_

*(All future notifications will be done via email.)*

Are you currently licensed as a Plumbing Journeyman in another jurisdiction? Yes \_\_\_\_\_ No \_\_\_\_\_

State: \_\_\_\_\_ License Number: \_\_\_\_\_ Date Issued: \_\_\_\_\_ Expires: \_\_\_\_\_

Please be advised that the DOPL shall consider the address provided by the applicant on this form as the business address of record for the applicant, which may be subject to public disclosure in accordance with the Idaho Public Records Act (I.C. §101 *et seq*). Because the address will be used for the purposes of all correspondence from the DOPL with the license/registration holder, please be sure to provide an address that will be accurate for the duration of license or registration period. By providing this application the successful applicant acknowledges that upon request DOPL may disclose the address as a public record, and the applicant provides his/her consent to do so.

I also hereby authorize the Idaho Division of Occupational & Professional Licenses to release the last 4 (four) numbers of my Social Security Number for verification purposes.

I certify the information above is correct and acknowledge I have read and understand the Idaho plumbing journeyman requirements in IDAPA 24.39.20.202 and 203.

\*Signature: \_\_\_\_\_ \*Date: \_\_\_\_\_

**THIS SECTION TO BE COMPLETED BY A NOTARY PUBLIC**

State of \_\_\_\_\_

The above individual appeared before me this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_.

NOTARY SEAL:

\_\_\_\_\_  
Signature of Notary Public

Commission Expires: \_\_\_\_\_



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**PLUMBING WORK VERIFICATION FORM**

**(Please use a separate form for each employer)**

**SELF-VERIFICATION WILL NOT BE ACCEPTED**

Applicant's Legal Name: \_\_\_\_\_ License # if required: \_\_\_\_\_

Employer/Verifier: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

E-Mail Address: \_\_\_\_\_ Telephone Number: \_\_\_\_\_

Dates of Employment: \_\_\_\_\_  
From: (month/day/year) To: (month/day/year)

**Total hours performing plumbing work for this employer for the time period noted above:** \_\_\_\_\_

Was this work done in the State of Idaho? No \_\_\_\_\_ Yes \_\_\_\_\_ State \_\_\_\_\_  
(If the work was performed in multiple states, a separate verification form is needed for each state. Listed license numbers must reflect the state in which the work was performed.)

I swear (or affirm) under penalty of perjury that the foregoing information is true, complete, and correct.

Employer/Verifier's Authorized Signature

Date

**THIS SECTION TO BE COMPLETED BY A NOTARY PUBLIC**

State of \_\_\_\_\_

The above individual appeared before me this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_.

NOTARY SEAL:

\_\_\_\_\_  
Signature of Notary Public

Commission Expires: \_\_\_\_\_