# ELECTRICAL, MECHANICAL, ROOFING, AND PLUMBING EXAMINATIONS
## CANDIDATE INFORMATION BULLETIN

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Please refer to our website to check for the most updated information at www.pslexams.com

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Updated 2/7/2018
**Examinations by PSI**

This Candidate Information Bulletin provides you with information about the examination and application process for Contractors Licensure in the State of Oklahoma.

Eligibility for examination is determined by the State of Oklahoma Construction Industries Board.

2401 NW 23rd Street, Suite 2F
Oklahoma City, OK 73107
www.ok.gov

The Board has contracted with PSI to conduct its examination program. PSI provides examinations through a network of computer examination centers in Oklahoma and in many areas throughout the United States. PSI works closely with the State to be certain that examinations meet local as well as national requirements in basic principles and examination development standards.

**Examination Scheduling Procedures**

Once you have been approved by the State, you are responsible for contacting PSI to schedule an appointment to take the examination. You may either schedule via the Internet at www.psixams.com, or schedule over the telephone at (800) 733-9267.

<table>
<thead>
<tr>
<th>Each Examination Portion</th>
<th>$100</th>
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**NOTE:** Registration fees are not refundable or transferable.

The fee is for each registration, whether you are taking the examination for the first time or repeating.

- There is no expiration on your eligibility.
- If you fail the first time, you must wait 30 days before retesting.
- For every failure after the second fail, you must wait 90 days before retesting.
- The examination fee is valid for one year.

**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 www.psixams.com. Internet registration is available 24 hours a day.

- Log onto PSI’s website and create an account. Please enter your email address and first and last name. This information must match exactly with the information PSI has on file. Be sure to check the box next to “Check here to attempt to locate existing records for you in the system.”
- You will be asked to select the examination and enter your OK ID #. Your record will be found and you will 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 (800) 733-9267 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 (800) 733-9267, Monday through Friday between 6:30 am and 9:00 pm, and Saturday-Sunday between 8:00 am and 4:30 pm, Central Time, to receive your payment and schedule your appointment for the examination.

**Fax Registration**

Complete the PSI registration form (found at the end of this bulletin), including your credit card number and expiration date. Fax the completed form to PSI (702) 932-2666. Fax registrations are accepted 24 hours a day.

Please allow 4 business days to process your Registration. After 4 business days, you may go online or call PSI to schedule the examination.

**Standard Mail Registration**

Complete the PSI registration form (found at the end of this bulletin), and appropriate examination fee to PSI. Payment of fees can be made by credit card (Visa, MasterCard, American Express or Discover), company check, money order or cashier’s check, made payable to PSI. Print your name on the check or money order to ensure that your fees are properly assigned. CASH and PERSONAL CHECKS ARE NOT ACCEPTED.

Please allow 2 weeks to process your registration. After 2 weeks, you may go online or call PSI to schedule the 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 in the appropriate timeframe, please see the application form for details;
- 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. Applicants with disabilities or those who would otherwise have difficulty taking the examination must fill out the form at the end of this Candidate Information Bulletin and fax to PSI (702) 932-2666. This form also includes out-of-state testing requests.

**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 (800) 733-9267. Every effort will be made to reschedule your examination at a convenient time as soon as possible. You may also check PSI’s website at www.psixams.com.
The Oklahoma Contractor licensing examinations are administered at the PSI examination centers in Oklahoma as listed below:

**Oklahoma City**
3800 N Classen Blvd, Ste C-20
Oklahoma City, OK 73118
Take I-235 to I-44. Take the Classen Blvd exit. Turn left on Classen. The office is located in a dark gray building on the East side of Classen.

**Oklahoma City II**
NW 23rd St and Villa Avenue, Suite 60
Shepherd Mall Office Complex
Oklahoma City, OK 73107
From I-44, exit at the NW 23rd Street off ramp. Then drive east 2.4 miles on NW 23rd St to Villa Ave. The test center is located in a large shopping mall on the northeast corner of NW 23rd and Villa Ave., now called Shepherd Center Office Complex. Note that the mall is L-shaped. The test center is located on the back side of the complex where the building turns to form the letter L. Park there and enter the building through Entrance D. You can see our Suite 60 only from inside the building, not from the outside.

**Tulsa**
2816 East 51st Street, Suite 101
Tulsa, OK 74105
From I-44 East, exit number 228 (Harvard), stay to the right which will be westbound on 51st St. 1 1/4 mi on the left is the office building. There are 3 office buildings in a row, PSI is in the middle MIA building.

From I-44 West, exit at Lewis, and go left on Lewis. Go over the overpass and turn left on 51st St. Go 1/2 mile and the 3-story-office building are in a row on the South side of 51st St. PSI is in the middle MIA building.

**McAlester**
21 East Carl Albert Parkway (US Hwy 270)
McAlester, Oklahoma 74501
From Main St: turn onto US 270 - E. Carl Albert Parkway. The Test Center will be on your left between Main and 1st St.
From US Hwy 69: Take the exit for US 270 W - Carl Albert Parkway and go approximately 1.5 miles. The Test Center will be on your right between 1st and Main St.

**Woodward**
1915 Oklahoma Ave, Suite 3
Woodward, OK 73801
From Highway 270, go west at the intersection of 9th and Oklahoma Avenue. Go west 10 blocks to 19th Street. The building is on the south side of Oklahoma Avenue, across from the Sonic Drive-In.

**Lawton**
Great Plains Technology Center
4500 SW Lee Blvd
Lawton, OK 73505
Travel on Lee Blvd. until reaching the Great Plains Technology Center School, which is located at 4500 Southwest Lee Blvd, Lawton, OK. Enter the east gate of the campus and drive straight until you find Building 300, also called the Worley Seminar Center. There are 3 sets of doors on the north side of this building. Enter the middle set of doors, turn right and find the Instructional Services Department located in room 308.

Additionally, PSI has examination centers in many other regions across the United States. You may take the written examination at any of these locations by submitting the Out-of-State Testing Request form found at the end of this bulletin.

**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, military ID), which bears your signature and has your photograph. The second ID must have your signature and preprinted legal name.

If you cannot provide the required identification, you must call (800) 733-9267 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, shirts, hooded clothing, heavy jackets, or overcoats.
  - Hats or headgear not worn for religious reasons or as religious apparel, including hats, baseball caps, or visors.
  - Other personal items, including purses, notebooks, reference or reading material, briefcases, backpacks, wallets, pens, pencils, other writing devices, food, drinks, and good luck items.
- Person(s) accompanying an examination candidate may not wait in the examination center, inside the building or on the building's property. This applies to guests of any nature, including drivers, children, friends, family, colleagues or instructors.
- No smoking, eating, or drinking is allowed in the examination center.
- During the check in process, all candidates will be asked if they possess any prohibited items. Candidates may also be asked to empty their pockets and turn them out for the proctor to ensure they are empty. The proctor may also ask candidates to lift up the ends of their sleeves and the bottoms of their pant legs to ensure that notes or recording devices are not being hidden there.
- Proctors will also carefully inspect eyeglass frames, tie tacks, or any other apparel that could be used to harbor a recording device. Proctors will ask to inspect any such items in candidates’ pockets.
- If prohibited items are found during check-in, candidates shall put them in the provided secure storage or return these items to their vehicle. PSI will not be responsible for the security of any personal belongings or prohibited items.
- Any candidate possessing prohibited items in the examination room shall immediately have his or her test results invalidated, and PSI shall notify the examination sponsor of the occurrence.
- Any candidate seen giving or receiving assistance on an examination, found with unauthorized materials, or who violates any security regulations will be asked to surrender all examination materials and to leave the examination center. All such instances will be reported to the examination sponsor.
- Copying or communicating examination content is violation of a candidate’s contract with PSI, and federal and state law. Either may result in the disqualification of examination results and may lead to legal action.
- Once candidates have been seated and the examination begins, they may leave the examination room only to use the restroom, and only after obtaining permission from the proctor. Candidate will not receive extra time to complete the examination.

**TAKING THE EXAMINATION BY COMPUTER**

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

**IDENTIFICATION SCREEN**

You will be directed to a semiprivate testing station to take the examination. When you are seated at the testing station, you will be prompted to confirm your name, identification number, and the examination for which you are registered.

**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**

The “function bar” at the top of the test question provides mouse-click access to the features available while taking the examination.

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 for the Mechanical, Roofing, and Plumbing exams, up 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.

Note that time has been added to the Electrical exams to allow for these non-scored items, as shown in the Electrical Exams Content Outlines below.

**EXAMINATION REVIEW**

PSI, in cooperation with the Oklahoma Board, will be consistently evaluating the examinations being administered to ensure that the examinations accurately measure competency in the required knowledge areas. Comments may be entered by clicking on the Comments link on the function bar of the test question screen. Your comments regarding the questions and the examinations are welcomed.

Comments will be analyzed by PSI examination development staff. While 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 Board may re-evaluate candidates’ results and adjust them accordingly. This is the only review of the examination available to candidates.
SCORE REPORTING

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 **pass**, you will immediately receive a successful notification.
  - If you **do not pass**, you will receive a diagnostic report indicating your strengths and weaknesses by examination type with the score report.
- **On paper** - an unofficial score report will be printed at the examination site.

If you pass the license exam, the Oklahoma State Construction Industries Board will issue you a license.

DUPLICATE SCORE REPORTS

You may request a duplicate score report after your examination by emailing scorereport@psionline.com or by calling 800-733-9267. The fee for a duplicate score report is $15.

TIPS FOR PREPARING FOR YOUR LICENSE EXAMINATION

The following suggestions will help you prepare for your examination.

- Planned preparation increases your likelihood of passing.
- Start with a current copy of this Candidate Information Bulletin and use the examination content outline as the basis of your study.
- Read study materials that cover all the topics in the content outline.
- Take notes on what you study. Putting information in writing helps you commit it to memory and it is also an excellent business practice. Discuss new terms or concepts as frequently as you can with colleagues. This will test your understanding and reinforce ideas.
- Your studies will be most effective if you study frequently, for periods of about 45 to 60 minutes. Concentration tends to wander when you study for longer periods of time.

EXAMINATION REFERENCE MATERIAL AND CONTENT OUTLINE

If a test question answer could differ because of conflicting information in test reference sources, a legal requirement such as code, law, or regulation overrides any other reference. If two legal requirements appear to conflict, the state-specific code, law, or regulation overrides the national one. Information from sources on the test reference list override information from other sources or persons.

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Many of the reference materials listed are available for purchase at [www.psionlinesstore.com](http://www.psionlinesstore.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.

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ELECTRICAL BUSINESS AND LAW

50 Scored Items - 120 minutes - 75% Correct to Pass
Non-Scored Items - 15 Minutes

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<td>b. Bid</td>
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<td>d. Oversee Materials Control</td>
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<td>e. Manage Jobsite Safety</td>
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<td>f. Schedule</td>
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<td>g. Potentially Hazardous Materials</td>
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<td>h. Environmental Protection</td>
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<td>i. Submittals and Reports</td>
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<td>j. Ethics</td>
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<td>k. Liens</td>
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<td>c. Contract Types</td>
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<td>d. Change Orders</td>
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<td>e. Standardized Documents</td>
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<td>f. Interpretation</td>
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<td>g. Warranties</td>
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<td>h. Documents/Inclusions</td>
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<td>i. Other Obligations</td>
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<td>b. Business Start-up</td>
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<td>e. Accounts Receivable</td>
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<td>f. Accounts Payable</td>
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<td>g. Balance Sheet</td>
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<td>h. Income Statement</td>
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<td>i. Taxes on Company Income</td>
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<td>j. Obtaining Financing</td>
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<td>k. Checking Account</td>
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<td>l. Financial Ratios</td>
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<td>5. Labor and Personnel</td>
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<td>a. ADA</td>
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<td>b. Labor Standards</td>
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<td>c. Requirements for Non-citizens and/or Non-residents</td>
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<td>d. Workers' Compensation</td>
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<tr>
<td>e. Federal or State OSHA</td>
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<tr>
<td>f. New Hires</td>
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<tr>
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<tr>
<td>b. Protection of Potable Water Supply</td>
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<td>c. Backflow</td>
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   b. Building Sewers                                                |
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   f. Drain and Waste Piping                                        |
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    l. Scaffold Use in Accordance with Requirements                 |
    m. Requirements for Work Around Toxic Materials                  |
    n. Appropriate Material Cleanup and Disposal                     |
    o. Material Safety Data Sheets (MSDS)                             |
    p. Handling and Storing Materials                                 |
    q. Fall Protection                                               |

REFERENCE LIST

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 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, non-printing, non-programmable calculator in the examination center. Candidates will also be provided with a magnifying glass upon request.

This examination is OPEN BOOK.

The following reference materials are allowed in the examination center:


Candidates are responsible for bringing their own references to the examination center. Reference materials may be highlighted, underlined, and/or indexed prior to the examination session. References may not be written in prior to or during the examination session. Any candidate caught writing in the references during the examination will have the references confiscated and will be reported to the department. Furthermore, candidates are not permitted to bring in any additional papers with their approved references. Any additional materials will be removed from the references and confiscated. 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. If you download a reference from the internet, it must be spiral bound or hole-punched and placed in a binder, or stapled in the left hand corner.

### ROOFING BUSINESS AND LAW

<table>
<thead>
<tr>
<th># of Questions</th>
<th>Passing %</th>
<th>Passing (Raw)</th>
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<tr>
<td>50</td>
<td>70</td>
<td>35</td>
<td>120 minutes</td>
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#### Topic Information

<table>
<thead>
<tr>
<th># of Items</th>
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</thead>
</table>
| 1. Bidding and Estimating
  a. General Estimating 10
  b. Bid

<table>
<thead>
<tr>
<th># of Items</th>
</tr>
</thead>
</table>
| 2. Project Management and Supervision
  a. General Project Oversight
  b. Overseer Budget
  c. Overseer Quality Control
  d. Overseer Materials Control
  e. Manage Jobsite Safety
The following reference materials are allowed in the examination center:

- Oklahoma Roofing Contractor Registration Act, Oklahoma Statutes, Title 59, Section 1151, et seq., Oklahoma Construction Industries Board, 2401 N.W. 23rd Street, Suite 2F, Oklahoma City, OK 73107, [www.ok.gov/cib](http://www.ok.gov/cib)
- Oklahoma Roofing Contractor Regulations, Oklahoma Administrative Code, Title 158, Chapter 85, Oklahoma Construction Industries Board, 2401 N.W. 23rd Street, Suite 2F, Oklahoma City, OK 73107, [www.ok.gov/cib](http://www.ok.gov/cib)
- Oklahoma Fine Schedule of the Construction Industries Board, Oklahoma Administrative Code, Title 158, Chapter 10, Oklahoma Construction Industries Board, 2401 N.W. 23rd Street, Suite 2F, Oklahoma City, OK 73107, [www.ok.gov/cib](http://www.ok.gov/cib)
- Oklahoma Workers’ Compensation Act, Oklahoma Statutes, Title 85A, Chapter 1, Oklahoma Construction Industries Board, 2401 N.W. 23rd Street, Suite 2F, Oklahoma City, OK 73107, [www.ok.gov/cib](http://www.ok.gov/cib) or [Oklahoma Workers’ Compensation Act Statutory Excerpts, Oklahoma Statutes, Title 85A, Chapter 1, Oklahoma Construction Industries Board, 2401 N.W. 23rd Street, Suite 2F, Oklahoma City, OK 73107, [www.ok.gov/cib](http://www.ok.gov/cib)]
- Oklahoma Lien Law, Oklahoma Statutes, Title 42, Chapter 3, Oklahoma Construction Industries Board, 2401 N.W. 23rd Street, Suite 2F, Oklahoma City, OK 73107, [www.ok.gov/cib](http://www.ok.gov/cib)

Candidates are responsible for bringing their own references to the examination center. Reference materials may be highlighted, underlined, and/or indexed prior to the examination session. References may not be written on in prior to or during the examination session. Any candidate caught writing in the references during the examination will have the references confiscated and will be referred to the department. Furthermore, candidates are not permitted to bring in any additional papers with their approved reference. Any additional materials will be removed from the references and confiscated. 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. If you download a reference from the Internet, it must be spiral bound or hole-punched and placed in a binder, or stapled in the left hand corner.

REFERENCE LIST

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 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, non-printing, non-programmable calculator in the examination center. Candidates will also be provided with a magnifying glass upon request.

This examination is OPEN BOOK.
ROOFING CONTRACTOR COMMERCIAL ENDORSEMENT

SCOPE OF WORK

A commercial roofing contractor's work includes, but is not limited to, installation, renovation, remodeling, reroofing, reconstructing, repair, maintenance, improvement, alteration, and waterproofing of building roofs using a variety of materials, including shingles, asphalt, and metal. Commercial roofing contractors supervise and manage activities or personnel, supply material, and solicit commercial roofing contracts. A commercial roofing contractor may operate as an individual, firm, partnership, or corporation installing or repairing roofs on residential, commercial and industrial buildings.

<table>
<thead>
<tr>
<th># of Questions</th>
<th>Passing %</th>
<th>Passing (Raw)</th>
<th>Time Allowed</th>
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<td>70</td>
<td>35</td>
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<th>Topic Information</th>
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<tr>
<td>1. General Roofing Knowledge</td>
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<td>2. Low Slope Roofing</td>
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<tr>
<td>3. Steep Slope Roofing</td>
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<tr>
<td>4. Architectural Metal Roofing Systems and Sheet Metal Flashing</td>
<td>9</td>
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<tr>
<td>5. Moisture and Energy Control</td>
<td>6</td>
</tr>
<tr>
<td>6. Repairs and Reroofing</td>
<td>6</td>
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<tr>
<td>7. Safety</td>
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Candidates may use a silent, non-printing, non-programmable calculator in the examination center. Candidates will also be provided with a magnifying glass upon request.

This examination is OPEN BOOK.

The following reference materials are allowed in the examination center:


http://ok.gov/oubcc/Codes & Rules/Adopted_Building_Codes/


Candidates are responsible for bringing their own references to the examination center. Reference materials may be highlighted, underlined, and/or indexed prior to the examination session. References may not be written in prior to or during the examination session. Any candidate caught writing in the references during the examination will have the references confiscated and will be reported to the department. Furthermore, candidates are not permitted to bring in any additional papers with their approved references. Any additional materials will be removed from the references and confiscated. 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. If you download a reference from the Internet, it must be spiral bound or hole-punched and placed in a binder, or stapled in the left hand corner.
# OKLAHOMA ELECTRICAL, MECHANICAL, ROOFING AND PLUMBING
# REGISTRATION FORM

## Legal Name:
- Last Name: ___________________________
- First Name: ___________________________  M.I. __________

## OK ID Number: ________________________

## Mailing Address:
- Number, Street: ________________________
- Apt/Ste: ________________________________
- City: _____________________________  State:  Zip Code: ________________________

## Telephone:
- Home: ____________________________  - __________  Office: ________________________  - __________

## Email: ________________________________

---

## Examination Title | Examination Fee | Check Here
--- | --- | ---
**ELECTRICAL**
- Electrical Business and Law Only | $100 | 
- Unlimited Electrical Journeyman | $100 | 
- Residential Electrical Journeyman | $100 | 
  - Combination: Limited and Unlimited Electrical Contractor & Business and Law | $100 | 
  - Combination: Residential Electrical Contractor & Business and Law | $100 | 
- " Limited and Unlimited Electrical Contractor | $100 | 
- " Residential Electrical Contractor | $100 | 
- Refinery Electrical Journeyman | $100 | 
**MECHANICAL**
- Mechanical Business and Law Only | $100 | 
- Natural Gas Journeyman | $100 | 
- Process Piping Journeyman | $100 | 
- Sheet Metal Journeyman | $100 | 
- HVACR Journeyman Limited | $100 | 
- HVACR Journeyman Unlimited | $100 | 
- Refrigeration Contractor | $100 | 
- Refrigeration Journeyman | $100 | 
- Limited Residential Journeyman | $100 | 
  - Combination: Natural Gas Contractor & Business and Law | $100 | 
  - Combination: Process Piping Contractor & Business and Law | $100 | 
  - Combination: Sheet Metal Contractor & Business and Law | $100 | 
  - Combination: HVACR Contractor Limited & Business and Law | $100 | 
  - Combination: HVACR Contractor Unlimited & Business and Law | $100 | 
- " Natural Gas Contractor | $100 | 
- " Process Piping Contractor | $100 | 
- " Sheet Metal Contractor | $100 | 
- " HVACR Contractor Limited | $100 | 
- " HVACR Contractor Unlimited | $100 |
PLUMBING

Plumbing Business and Law Only $100
Plumbing Journeyman and Natural Gas $100
Combination: Plumbing Contractor and Natural Gas & Business and Law $100
**** Plumbing Contractor and Natural Gas $100

ROOFING

Roofing Business and Law Only $100
****Roofing Contractor Commercial Endorsement $100
Combination: Roofing Contractor Commercial Endorsement & Business and Law $100

Total Fee $100

Total Fee Included for Examination: $___________. You may pay by credit card, company check, cashier's check or money order. Make check or money order payable to PSI and note your ID# on it.

If paying by credit card, check one: □ VISA □ MasterCard □ American Express □ Discover

Card Number: ___________________________ Exp. Date: ______________

Card Verification No: _______________ The card verification number may be located on the back of the card (the last three digits on the signature strip) or on the front of the card (the four digits to the right and above the card account number).

Billing Street Address: ___________________________ Billing Zip Code: __________

Cardholder Name (Print): ___________________________ Signature: __________

I am submitting the Exam Accommodations Request (at the end of this bulletin) and required documentation. □ Yes □ No

Affidavit: I certify that the information provided on this registration form (and/or telephonically to PSI) is correct. I understand that any falsification of information may result in denial of licensure. I have read and understand the examination information bulletin.

Signature: ___________________________________________ Date: ______________

IF YOU ARE REGISTERING BY MAIL OR FAX, SIGN AND DATE THIS REGISTRATION FORM ON THE LINES PROVIDED.

Complete and forward this registration form with the applicable examination fee to:

PSI Licensing: Certification * ATTN: Examination Registration

3210 E Tropicana * Las Vegas * NV * 89121

Fax (702) 932-2666 * (800) 733-9267 * TTY (800) 733-2929

www.psiexams.com

PSI may occasionally share your information with partners who have offers of interest to you. Please check this box if you do not wish PSI to share your information with these parties. Please note: PSI will never release your ID number or SSN number. □

Asterisk Explanation

Note: To obtain an Unlimited Electrical Contractor license, you must pass the Unlimited Electrical Contractor exam and the Electrical Business and Law exam. The Unlimited Electrical Contractor exam and the Electrical Business and Law exam can be taken as a combination—only one $100 fee is required when both exams are taken during the same session.

** Note: To obtain a Residential Electrical Contractor license, you must pass both the Residential Electrical Contractor exam and the Electrical Business and Law Exam. The Residential Electrical Contractor exam and the Electrical Business and Law exam can be taken as a combination—only one $100 fee is required when both exams are taken during the same session.

*** Note: To obtain this license, you must pass both the specific contractor exam and the Mechanical Business and Law exam. The specific contractor exam and the Mechanical Business and Law exam can be taken as a combination—only one $100 fee is required when both exams are taken during the same session.

**** Note: To obtain the Plumbing Contractor and Natural Gas license, you must pass both the contractor exam and the Plumbing Business and Law exam. The Plumbing Contractor and Natural Gas exam and the Plumbing Business and Law exam can be taken as a combination—only one $100 fee is required when both exams are taken during the same session.

***** Note: To obtain the Roofing Contractor Commercial Endorsement license, you must pass both the contractor exam and the Roofing Business and Law exam. The Roofing Contractor Commercial Endorsement exam and the Roofing Business and Law exam can be taken as a combination—only one $100 fee is required when both exams are taken during the same session.
To place an order for one or more of the following items listed, you may:

- Order online at [www.psonlinestore.com](http://www.psonlinestore.com)
- Call the PSI Online store toll-free at (866) 589-3088

Note: Prices are available online at [www.psonlinestore.com](http://www.psonlinestore.com)

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<tr>
<td>☐</td>
<td>International Mechanical Code</td>
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<td>Mathematics for Plumbers and Pipefitters</td>
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<td>☐</td>
<td>Business, Law and Project Management for Contractors - Basic</td>
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<td>☐</td>
<td>Refrigeration and Air Conditioning Technology</td>
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<td>☐</td>
<td>Ugly's Electrical References</td>
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<tr>
<td>☐</td>
<td>Modern Refrigeration and Air Conditioning</td>
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</tbody>
</table>

*Please note: Inventory and pricing subject to change without notice.*
EXAM ACCOMMODATIONS
OR OUT-OF-STATE TESTING REQUEST FORM

All examination centers are equipped to provide access in accordance with the Americans with Disabilities Act (ADA) of 1990. Applicants with disabilities or those who would otherwise have difficulty taking the examination may request exam accommodations.

Candidates who wish to request exam accommodations because of a disability should fax this form and supporting documentation to PSI at (702) 932-2666.

Requirements for exam accommodation requests:

You are required to submit documentation from the medical authority or learning institution that rendered a diagnosis. Verification must be submitted to PSI on the letterhead stationery of the authority or specialist and include the following:

- Description of the disability and limitations related to testing
- Recommended accommodation/modification
- Name, title and telephone number of the medical authority or specialist
- Original signature of the medical authority or specialist

Date: ____________________________ OK ID#: ____________________________

Legal Name: ____________________________

Last Name

First Name

Address: ____________________________

Street

City, State, Zip Code

Telephone: (_______) _______ - _________

(_______) _______ - _________

Home Work

Email Address: ____________________________

Check any exam accommodations you require (requests must concur with documentation submitted):

☐ Reader (as accommodation for visual impairment or learning disability)

☐ Extended time

(Additional time requested: ____________)

☐ Large-print written examination

☐ Other ____________________________

☐ ‘Out-of-State Testing Request (this request does not require additional documentation)

Site requested: ____________________________

*You may email your out-of-state request to OutofStateRequest@psionline.com.

After you have registered for the exam, complete and fax this form, along with supporting documentation, to (702) 932-2666 or email it to examaccommodations@psionline.com.

After 4 days, PSI Exam Accommodations will email you confirmation of approval with instructions for the next step.

DO NOT SCHEDULE YOUR EXAMINATION UNTIL THIS DOCUMENTATION HAS BEEN RECEIVED AND PROCESSED BY PSI EXAM ACCOMMODATIONS.
PSI Licensure: Certification
3210 E Tropicana
Las Vegas, NV 89121