



PSI Services LLC
 3210 E Tropicana
 Las Vegas, NV 89121
 www.psiexams.com



ARIZONA REGISTRAR OF CONTRACTORS



RESIDENTIAL AND COMMERCIAL CONTRACTOR LICENSE EXAMINATIONS CANDIDATE INFORMATION BULLETIN

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

EXAMINATIONS BY PSI

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

The Arizona Registrar of Contractors (the ROC) has contracted with PSI to conduct its examination program. PSI provides examinations through a network of computer examination centers in Arizona 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.

GUIDELINES FOR LICENSURE

HOW TO OBTAIN A LICENSE

Request a licensure packet from the ROC and use the License Classification Requirements form to determine which examination(s) you are required to take.

The State of Arizona
Registrar of Contractors
3838 North Central Avenue
Phoenix, AZ 85012
Phone: 602.542.1525
www.azroc.gov

Upon completion of all licensure requirements, including passing the necessary examination(s), submit a completed licensure application and your **original** score report to the ROC for processing within two years from the date of passing the examination. Licensure applications cannot be accepted until all examination requirements have been completed.

Exam requirements must be completed by the person who will act as the Qualifying Party as defined in Arizona Revised Statute §32-1127.

EXAMINATION SCHEDULING PROCEDURES

FEES

The following fee table lists the applicable fee for each examination. The fee is for each examination, whether you are taking the examination for the first time or repeating.

- Candidates must wait 30 days before retaking the examination they did not pass.
- Candidates are allowed 3 attempts to pass each examination. Attempting the test a 4th and subsequent time, there is then a 180 day waiting period between schedules.

One Examination	\$56
Two Examinations	\$106
Solar Portion ONLY	\$30

NOTE: REGISTRATION FEES ARE NOT REFUNDABLE OR TRANSFERABLE. THE EXAMINATION FEE IS VALID FOR ONE YEAR.

Note: The \$106 fee is only applicable if the 2nd examination is the BME. If you are taking 2 trades, e.g., A-7 and A-16, they would be \$56 per examination.

INTERNET REGISTRATION

For the fastest and most convenient test scheduling process, PSI recommends that candidates register for their exams using the Internet. In order to register over the Internet, candidates will need to have a valid MasterCard or Visa. Candidates register online by accessing PSI's registration website at www.psiexams.com. Internet registration is available 24 hours a day. In order to register by Internet, complete the steps below. For internet registration, you will need a valid VISA or MasterCard.

1. Log onto PSI's website and complete the associated registration form online and submit your information to PSI via the Internet.
2. Upon completion of the online registration form, you will be given the available exam dates and locations for scheduling your examination. Select your desired testing date.

TELEPHONE REGISTRATION

The second fastest method of scheduling is via the telephone with PSI's Interactive Voice Response system (IVR) during non-business hours or through live registrars during business hours. For telephone registration, you will need a valid VISA or MasterCard.

Complete the Examination Registration Form, including your credit card number and expiration date, so that you will be prepared with all of the information needed to register by telephone.

Call (800) 733-9267, 24 hours a day and register using the Automated Registration System. Otherwise, PSI registrars are available Monday through Friday, between 4:30 am and 7:00 pm and Saturday, between 8:00 am and 2:00 pm, Mountain Time., to receive the information listed on your Examination Registration Form and schedule your appointment for the examination.

FAX REGISTRATION

For Fax registration, you will need a valid VISA or MasterCard.

Complete the Examination Registration Form, including your credit card number and expiration date.

1. Fax the completed form to PSI (702) 932-2666. Fax registrations are accepted 24 hours a day.
2. If your information is incomplete or incorrect, it will be returned for correction.

Please allow 4 business days to process your registration. After 4 business days, you may call PSI to schedule the examination, (800) 733-9267.



STANDARD MAIL REGISTRATION

For those desiring to make payment for their examination using company checks, cashier checks or money orders, or for those that simply do not wish to provide credit card information over the phone or Internet, you must use the Examination Registration Form. In order to register, please follow the steps below.

Complete the PSI registration form, and appropriate examination fee to PSI. Payment of fees can be made by company checks, cashier checks or money orders (made payable to PSI). Print your name on your check or money order to ensure that your fees are properly assigned. **CASH and PERSONAL CHECKS ARE NOT ACCEPTED.**

PSI Services LLC
3210 E Tropicana
Las Vegas, NV 89121
(800) 733-9267 • Fax (702) 932-2666
www.psiexams.com

BE SURE TO READ ALL DIRECTIONS CAREFULLY BEFORE COMPLETING THE EXAMINATION REGISTRATION FORMS. IMPROPERLY COMPLETED FORMS WILL BE RETURNED TO YOU UNPROCESSED.

Please allow 2 weeks to process your Registration. After 2 weeks, you may call PSI to schedule the examination after 6:30 a.m., Central Time, (800) 733-9267.

RETAKE A FAILED EXAMINATION

It is not possible to make a new examination appointment on the same day you have taken an examination; this is due to processing and reporting scores. You may access a registration form at www.psiexams.com. You may also call PSI at (800) 733-9267. Please note that you may also use the automated system, using a touch-tone phone, 24 hours a day in order to schedule or reschedule an examination.

- Candidates must wait 30 days before retaking the examination they did not pass.
- Candidates are allowed 3 attempts to pass each examination. After 3 failed attempts, they must wait 6 months before retaking the examination they did not pass.

CANCELING AN EXAMINATION APPOINTMENT

You may cancel and reschedule an examination appointment without forfeiting your fee if your *cancellation notice is received 2 days before the scheduled examination date*. For example, for a Monday appointment, the cancellation notice would need to be received on the previous Saturday. You may call PSI at (800) 733-9267. Please note that you may also use the automated system, using a touch-tone phone, 24 hours a day in order to cancel and reschedule your appointment.

Note: A voice mail message is not an acceptable form of cancellation. Please use the Internet, automated telephone system (IVR), or call PSI and speak to a Customer Service Representative.

MISSED APPOINTMENT OR LATE CANCELLATION

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

- Do not cancel your appointment 2 days before the 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.

SPECIAL EXAMINATION ARRANGEMENTS

All examination centers are equipped to provide access in accordance with the Americans with Disabilities Act (ADA) of 1990, and every reasonable accommodation 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 our website at www.psiexams.com.

EXAMINATION SITE LOCATION

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

Flagstaff

NAU - Computer Training & Testing Ctr
20 E. McConnell Drive
Building 81
Flagstaff, AZ 86011

Take Interstate 17 to the McConnell Drive (Exit 341). Turn RIGHT at McConnell Drive, then LEFT at San Francisco St. Turn LEFT at University Drive. The testing center is located within the A. W. Franke College of Business, building #81, room 103/106 on the Northern Arizona University campus. The center is in the northwest corner of the first floor, just behind the stairwell.

Phoenix

5727 N 7th St.
Suite 301
Phoenix, AZ 85014

From I-17 South exit to Bethany Home Road. Go left (East) on Bethany Home. Turn Right (South) on 7th Street. The PSI site is on the East side of the street just before Missouri. It is a 4 story glass building.



Tucson

Copper Plaza Office Building
2601 N. Campbell Ave, Suite 201-B
Tucson, AZ 85719

From the I-10E, take exit 256 toward Grant Rd. Turn left onto W Grant Rd and go 3 miles, then turn left onto N Campbell Ave.

Yuma

Diamond Air Management
14162 S Avenue 2 ¾ East
Yuma, AZ 85365

From I-8 East, Take exit 3 for Avenue 3E toward State Route 280 S. Turn right at S Avenue 3E for 4 miles. Turn right at E County 14th St, turning left onto S Avenue 2 ¾ E. Destination will be on the right.

Additionally, PSI has examination centers in many other regions across the United States. You may take this examination at any of these locations by calling (800) 733-9267. You will need to speak with a Customer Service Rep to schedule outside of Arizona.

REPORTING TO THE EXAMINATION SITE

On the day of the examination, you should arrive 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 two (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 provided upon registration.

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 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:

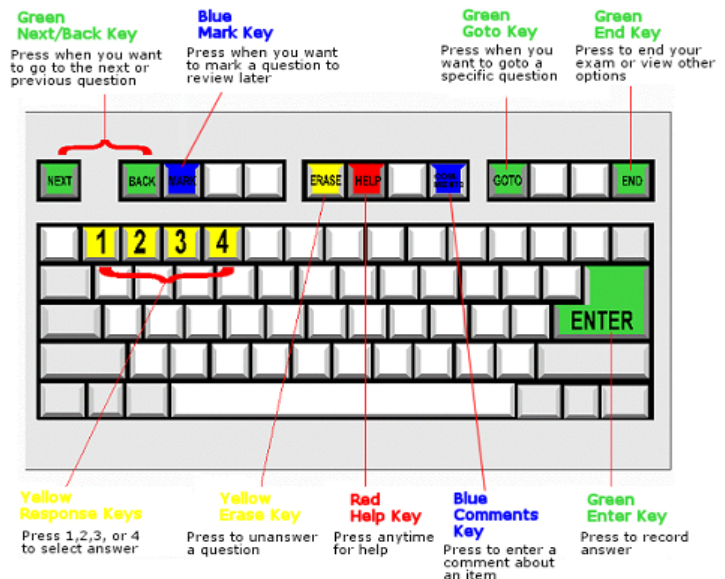
- NO conversing or any other form of communication among candidates is permitted once you enter the examination area.
- Please be advised that children, cell phones, pagers, cameras, programmable electronic devices and recording devices of any kind are NOT allowed to enter PSI testing centers. Additionally, **NO personal items are to enter the testing centers.** PSI will not be responsible for any personal

items, and suggests that you leave such items in another safe place, of your choosing.

- 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.
- No smoking, eating, or drinking will be allowed at the examination site.
- You may not exit the building during the examination.
- Copying or communicating examination content is a violation of PSI security policy and the State Law. Either one may result in the disqualification of examination results and may lead to legal action.

TAKING THE EXAMINATION BY COMPUTER AT A PSI TEST CENTER

Taking the PSI examination by computer is simple. You do not need any computer experience or typing skills. You will use fewer keys than you use on a touch-tone telephone. All response keys are colored and have prominent characters. An illustration of the special keyboard is shown here. You may also use a mouse.



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 to the computer and keyboard 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 using the keys, answering questions, and reviewing your answers.

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.

EXAMINATION QUESTION EXAMPLE

During the examination, you should press 1, 2, 3, or 4 to select your answer or press "MARK" to mark it for later review. You should then press "ENTER" to record your answer and move on to the next question. A sample question display follows:



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.

PRETEST ITEMS

In addition to the number of questions per examination, a small number of up to ten "pretest" 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 ROC, will be consistently evaluating the examinations being administered to ensure that the examinations accurately measure competency in the required knowledge areas. While taking the examination, examinees will have the opportunity to provide comments on any questions, by using the comments key on the keyboard. These comments will be analyzed by PSI examination development staff. PSI does not respond to individuals regarding these comments, all substantive comments are reviewed. This is the only review of examination materials 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.

DUPLICATE SCORE REPORTS

You may request a duplicate score report at www.psiexams.com or you can mail a request to PSI.

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 a 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.

BUSINESS MANAGEMENT EXAMINATION

All contractor license classifications **must** take the Business Management examination in addition to any required trade-specific examination.

# of Questions	% Required to Pass	Time Allowed
80	70%	180 Minutes



CONTENT OUTLINE

Subject Area	% of questions
Business Management	6
Arizona Registrar of Contractors Statutes and Rules	12
Estimating and Bidding	8
Contracts and Agreements	10
Project Management	8
Insurance and Bonding	5
Safety, Record Keeping and Reporting	4
Labor Laws and Employment Regulations	6
Financial Management	8
Tax Laws	5
Liens	5
Environmental Laws and Regulations	3

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.

The following reference material is allowed in the examination center:

- *Code of Federal Regulations - 29 CFR Part 1926 (OSHA)*, 2008, Superintendent of Documents, PO Box 371954, Pittsburgh, PA 15250-7954, 888-293-6498, <http://www.access.gpo.gov/nara/cfr/cfr-table-search.html#page1>
OR
Code of Federal Regulations - 29 CFR Part 1926 Selections by PSI, 2008, 3210 E Tropicana, Las Vegas, NV 89121, (800) 733-9267, www.psiexams.com, (See order form at the end of the Candidate Information Bulletin.)
- *NASCLA Contractors Guide to Business, Law, and Project Management*, Arizona, Fifth Edition, 2008, National Association of State Contractor's Licensing Agencies (www.nascla.org).
- *Arizona Revised Statutes*, as of 07/29/2010, Titles 32 - 33; www.azleg.state.az.us
- *Arizona Registrar of Contractors Rules as of June 2009*, Title 4, Chapter 9; http://www.azsos.gov/public_services/Title_04/4-09.htm
- *ADEQ Construction General Permit*; www.azdeq.gov/environ/water/permits/download/2008_cgp.pdf

Candidates are responsible for bringing their own references to the examination center. Reference materials may be highlighted, underlined, annotated and/or indexed prior to the examination session. However, references may not be written in during the examination session. Any candidate caught writing, highlighting, underlining and/or indexing in the references during the examination will be reported to the Arizona Registrar of Contractors. Furthermore, candidates are not permitted to bring in any additional papers (loose or attached) with their approved references. References may be

tabbed/indexed with permanent tabs only. (permanent tabs are defined as tabs that would tear the page if removed). Temporary tabs, (defined as Post-It notes, or other tabs that may be removed without tearing the page) are not allowed and must be removed from the reference before the exam will begin. If you are downloading from the Internet, you may bring this reference into the testing center with you as long as it is bound. You can have it spiral bound or you may hole-punch it and put it in a binder.

TRADE-SPECIFIC EXAMINATIONS

In addition to the Business Management examination, you may also be required to pass a second test covering the specific trade for which you are applying, and a third examination for solar. To determine if you are required to pass a trade examination and/or solar examination, refer to the License Classification Requirements form RC-L-206B found on the ROC's Web site at www.azroc.gov.

The trade-specific and solar-specific content outlines are available from PSI for each examination. Content outlines indicate the examination time limit, subject area and the number of items in each area. It also provides a list of references. To obtain a content outline for your specific examination, visit www.psiexams.com or call 800-733-9267.

SAMPLE QUESTIONS

The following questions are offered as examples of the types of questions you will be asked during the course of 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. A contractor's license may be suspended or revoked for all of the following EXCEPT
 - a. the conviction of a felony.
 - b. the violation of any rule adopted by the Registrar.
 - c. failing to pay for job materials valued at \$500, when due.
 - d. knowingly contracting beyond the scope of the license or licenses of the licensee.
2. Pigments that are used for coloring concrete generally DO NOT affect concrete properties when the percentage by weight is kept below what MAXIMUM amount?
 - a. 3%
 - b. 6%
 - c. 8%
 - d. 10%
3. What MINIMUM size copper conductor type THW is required for a feeder circuit that is providing 3-phase, 480-volt power to a 10-horsepower and a 5-horsepower, wound rotor, motor load?
 - a. 8 AWG
 - b. 10 AWG
 - c. 12 AWG
 - d. 14 AWG



4. If the flow through a stream nozzle used on a non-sodded bank is greatly reduced, what is the most likely cause?
 - a. Reduced supply pressure
 - b. Cavitation
 - c. Back-siphonage
 - d. Clogged orifices

5. Vibration isolators used between a mechanical system and attached ducts shall be what MAXIMUM length?
 - a. 10"
 - b. 12"
 - c. 16"
 - d. 20"

6. Where is the shut-off valve installed in the relief discharge piping on a hot water heater?
 - a. A shut-off valve is not permitted
 - b. Between the relief valve and the heater tank
 - c. Not more than 12 inches downstream from the relief valve
 - d. Not more than 12 inches upstream from the connection to the building drainage system

Answers to sample questions: 1-c; 2-b; 3-d; 4-d; 5-a; 6-a.

<input type="checkbox"/>	C-37R/L-78 (K-78)	Solar Plumbing, Liquid Systems Only (Residential/Commercial)**
<input type="checkbox"/>	C-39/L-79 (K-79)	Air Conditioning and Refrigeration, Including Solar (Residential/Commercial)**
<input type="checkbox"/>	C-39R/L-39 (K-39)	Air Conditioning and Refrigeration (Residential/Commercial)
<input type="checkbox"/>	C-39R/L-58 (K-58)	Warm Air Heating, Evaporative Cooling and Ventilating (Residential)/ Comfort Heating, Ventilating and Evaporative Cooling (Commercial)
<input type="checkbox"/>	C-41/L-41 (K-41)	Sewage Treatment Systems (Residential)/Septic Tanks and Systems (Commercial)
<input type="checkbox"/>	C-41R	Precast Waste Treatment Systems (Residential)
<input type="checkbox"/>	C-42/L-42 (K-42)	Roofing (Residential/Commercial)
<input type="checkbox"/>	C-48/L-48 (K-48)	Ceramic, Plastic and Metal Tile (Residential/Commercial)
<input type="checkbox"/>	C-61/L-61/B-3 (K-61)	Limited Remodeling and Repair Contractor (Residential)/Carpentry, Remodeling and Repairs (Commercial)/General Remodeling and Repair Contractor (Residential)
<input type="checkbox"/>	C-68	Mobile Home Remodeling and Repair (Residential)
<input type="checkbox"/>	L-4 (K-4)	Boilers, Steamfitting and Process Piping (Commercial)
<input type="checkbox"/>	L-11 (K-11)	Electrical (Commercial)
<input type="checkbox"/>	L-12 (K-12)	Elevators (Commercial)
<input type="checkbox"/>	L-16 (K-16)	Fire Protection Systems (Commercial)
<input type="checkbox"/>	L-37 (K-37)	Plumbing (Commercial)
<input type="checkbox"/>	L-49	Industrial Refrigeration (Commercial)
<input type="checkbox"/>	L-62 (K-62)	Reinforcing Bar and Wire Mesh (Commercial)
<input type="checkbox"/>	L-65 (K-65)	Glazing (Commercial)
<input type="checkbox"/>	L-74 (K-74)	Boilers, Steamfitting and Process Piping, Including Solar (Commercial)**
<input type="checkbox"/>	L-77 (K-77)	Plumbing, Including Solar (Commercial)**

Fees

Examination	Examination Fee	Quantity	Total
One examination	\$56		\$
Two examinations (Business Management and one trade)	\$106		\$
**Solar examination portion only	\$30		\$
Total Fee			\$

7. **Total Fee Included for Examination:** \$_____ (MasterCard, VISA, Money Order Company Check or Cashier's Check only. Personal are not accepted.)

Credit card (MasterCard or VISA) payment accepted for phone or fax review registrations only. (Check One): MC VISA

Card No: _____ Exp. Date: _____

Card Verification No: _____ *For your security, PSI requires you to enter the card identification number located on your credit card. The card identification number is located on the back of the card and consists of the last three digits on the signature strip.*

Cardholder Name (Print): _____ Signature: _____

8. **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: _____

Complete and forward this registration form with the applicable examination fee to:
 PSI Services LLC * ATTN: Examination Registration AZ CO
 3210 E Tropicana * Las Vegas * NV * 89121
 Fax (702) 932-2666 * (800) 733-9267 * TTY (800) 735-2929
www.psiexams.com

BOOKS AND MORE ARE NOW AVAILABLE AT THE PSI ONLINE STORE!

To place an order for one or more of the following items listed, you may:

➤ Order online at www.psonlinestore.com

➤ Call the PSI Online store toll-free at (866) 589-3088

Note: prices are available online at www.psonlinestore.com

<input type="checkbox"/>	CERTIFICATE OF ACHIEVEMENT (You must have passed the exam before ordering the certificate) Certificate of Achievement suitable for framing.	
<input type="checkbox"/>	NASCLA Contractors Guide to Business, Law, and Project Management, Arizona	
<input type="checkbox"/>	29 CFR Part 1926 Selections	
<input type="checkbox"/>	American Electricians' Handbook	
<input type="checkbox"/>	Carpentry and Building Construction	
<input type="checkbox"/>	Data, Voice, and Video Cabling	
<input type="checkbox"/>	Design and Control of Concrete Mixtures	
<input type="checkbox"/>	Excavation and Grading Handbook	
<input type="checkbox"/>	Handbook of Rigging: For Construction and Industrial Operations	
<input type="checkbox"/>	International Fuel Gas Code	
<input type="checkbox"/>	International Mechanical Code	
<input type="checkbox"/>	International Building Code	
<input type="checkbox"/>	International Residential Code for One- and Two-Family Dwellings	
<input type="checkbox"/>	International Plumbing Code	
<input type="checkbox"/>	Landscape Construction	
<input type="checkbox"/>	Landscaping Principles and Practices	
<input type="checkbox"/>	Lineman's and Cableman's Handbook	
<input type="checkbox"/>	Low Voltage Wiring: Security/Fire Alarm Systems	
<input type="checkbox"/>	Mathematics for Plumbers and Pipefitters	
<input type="checkbox"/>	Modern Hydronic Heating for Residential and Light Commercial Buildings	
<input type="checkbox"/>	Modern Masonry - Brick, Block, Stone	
<input type="checkbox"/>	Modern Refrigeration and Air Conditioning	
<input type="checkbox"/>	National Electrical Code	
<input type="checkbox"/>	NFPA 13 - Installation of Sprinkler Systems	
<input type="checkbox"/>	Pipe and Excavation Contracting	
<input type="checkbox"/>	Ugly's Electrical References	

Please note: Inventory and pricing subject to change without notice.

➤ You may also place a checkmark next to the items that you would like to order, and fax this form to PSI (be sure to include your contact information). A Customer Service Rep will call you to place the order.

➤

FAX to:
PSI licensure:certification
Fax (702) 932-2668

Name: _____

Address: _____

City _____ State _____ Zip _____

Phone Number: _____



SPECIAL ARRANGEMENT REQUEST FORM OR OUT-OF-STATE TESTING REQUEST

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 special examination arrangements.

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

Requirements for special arrangement 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 _____

Legal Name: _____
Last Name First Name

Address: _____
Street City, State, Zip Code

Telephone : (_____) _____ - _____ (_____) _____ - _____
Home Work

Email Address: _____

Check any special arrangements 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: _____

- Complete and fax this form, along with supporting documentation, to (702) 932-2666.
- After 4 business days, please call 800-733-9267 x6750 and leave a voice message.
- PSI Special Accommodations will call you back to schedule the examination within 48 hours.

DO NOT SCHEDULE YOUR EXAMINATION UNTIL THIS DOCUMENTATION HAS BEEN RECEIVED AND PROCESSED BY PSI SPECIAL ACCOMMODATIONS.

PSI Services LLC
3210 E Tropicana
Las Vegas, NV 89121