

Commonwealth of Massachusetts Radio, Master Radio and Television Technicians Candidate Information

Introduction:

This Bulletin details the requirements as well as the process for achieving licensure. The Board has contracted with PSI to process applications for eligibility to sit for the examination for licensure and to conduct the examinations. Hence there are many references to PSI in this Bulletin.

Examination Eligibility:

- Radio and TV Technician examination eligibility requirements. You must:
 - be at least 18 years old
 - work under the supervision of a licensed Master Technician in the repair and maintenance of radio and TV receivers.
 - obtain a permit through the Board of Radio and Television Technicians
- Master Radio and TV Technician examination eligibility requirements. You must:
 - be at least 18 years old
 - have at least one year (2,000 hours) of experience in the repair and maintenance of radio and TV receivers
 - hold a technician license

For an application and detailed information about eligibility requirements, write or phone:

The Commonwealth of Massachusetts
Division of Registration
Board of Registration of Radio and Television Technicians
1000 Washington St., 7th Floor
Boston, MA 02118
Phone: 617.727.4459

Application Procedure:

- Print clearly or type the entire application.
- Check the box for Technician or Master Technician*.
- Have your application notarized by a Notary Public.
- Attach a 2"x 2" photograph of yourself taken within one year of the date of application.
- If you are a veteran, include a copy of your discharge papers.

*Master Technicians: Candidates for a Master Technician license must fill out the certificate of experience section on the last page of the application. This must be verified by either an employer, a Master Technician you have worked under, or by an official of an electronics school you attended. The employer, Master Technician, or school official **MUST** sign the applications.

Site Locations:

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

Auburn
48 Sword St, Unit 204
Auburn, MA 01501

Going South on Southbridge ST/MA-12, turn right on Sword St.

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

*****DO NOT PARK IN BUILDING LOT***
Vehicles will be towed at owner's expense.
Street or nearby garages are the best options for parking.**

From North: Take I-93 South. Exit 28 - Boston/Sullivan Sq./Charlestown. Merge into Mystic Ave. Take I-93S Ramp to Boston/Sullivan Sq./Charlestown (take ramp do not get on highway). Make slight left turn on to Maffa Way. Make slight right turn on to Cambridge Street. At first traffic light, make left on to Carter Street. Turn right on to Roland Street. End at 56 Roland. Enter through North lobby.

From South: Take I-93 North. Exit 28 - Rt 99/Sullivan Sq./Somerville. Make left on to Cambridge St. At first traffic light, make left on to Carter Street. Turn right on to Roland Street. End at 56 Roland Street (Building on left, Parking lot on right). Enter through North lobby.

Site is also accessible by Public Transportation to Sullivan Square. The Orange Line and many buses stop here. Walking from Sullivan Station: Make a right on to Cambridge Street. About 1/4 mile on the left is Carter Street (will pass a Dunkin Donuts and Hess Gas station on left). Turn right on Roland St. Enter through North Lobby.

Lawrence

1 Ballard Way, Suite 104
Lawrence, MA 01843

From the North. Take Rte. I-93 S to Exit 45, River Rd./S. Lawrence. Take the ramp toward River Rd./S Lawrence. Take a slight right onto River Rd. River Road becomes Andover St. Turn right onto Ballard Rd. Turn left onto Ballard Way. There is a sign for N-Tek, Inc. on the right. Turn left into the parking lot marked "Still Water Place, Ballard Way". PSI is located on the left side of the building, and suite 104 is on the first floor on the right.

-or-

Take I-495 S to Rte. 114 W/ Winthrop Ave., Exit 42B, toward South Lawrence. Turn left onto Andover St. (Top Donut is on the corner). Turn left onto Ballard Rd. Take the 1st left. There is a sign for N-Tek, Inc. on the right. Turn left into the parking lot marked "Still Water Place, Ballard Way". PSI is located on the left side of the building, and suite 104 is on the first floor on the right.

From the South. Take I-93 N to Exit 45, River Rd./ S. Lawrence. Take the River Rd. ramp toward River Rd./ S. Lawrence. Turn left on River Rd. River Rd. becomes Andover St. Turn right onto Ballard Rd. Turn left onto Ballard Way. There is a sign for N-Tek, Inc. on the right. Turn left into the parking lot marked "Stillwater Place, Ballard Way". PSI is located on the left side of the building, and suite 104 is on the first floor on the right.

-or-

Take I-495 N toward Lawrence/Haverhill. Take I-93 N, exit 40B toward Concord, NH. Take the River Rd. exit, exit 45, toward S Lawrence. Turn left on River Rd. River Rd. becomes Andover St. Turn right onto Ballard Rd. Turn left onto Ballard Way. There is a sign for N-Tek, Inc. on the right. Turn left into the parking lot marked "Stillwater Place, Ballard Way". PSI is located on the left side of the building, and suite 104 is on the first floor on the right.

From 114, take 114W/Winthrop Ave., toward South Lawrence. Turn left onto Andover St. (Top Donut is on the corner). Turn left onto Ballard Rd. Take the 1st left. There is a sign for N-Tek, Inc. on the right. Turn left into the parking lot marked "Still Water Place, Ballard Way". PSI is located on the left side of the building, and suite 104 is on the first floor on the right.

Fall River

218 South Main St, Suite 105
Fall River, MA 02721

From the North take Rte. 24S to 79S. Take Route 138S Exit. Bear right off exit. Go left at first traffic light. Take left at the second traffic light (top of hill) onto So Main St. 218 is 2 blocks down on the right. Parking: Go past 218 SO Main to 2nd light. Take right. Take another right at next traffic light. Third St parking Garage is on your right.

From the East 195 West. Take 138 S / Ma 79 S exit 5 toward N Tiverton RI (.3 miles). Follow Route 138 S toward N Tiverton RI (.1 miles). Merge right. Take Broadway Exit. Turn left at 1st light on Columbia St. Turn left at 2nd light to So Main St. Site is 2 blocks on the right.

Springfield

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

Going East on Mass Pike (Rt. 90). Take Exit 4 - West Springfield/Holyoke. Turn right on West Springfield/Rt. 5 South. Continue on Rt. 5 approximately two miles. Turn right on Elm St. - immediately after Showcase Cinemas. Office is approximately 1/4 mile on the right.

Going West on Mass Pike (Rt. 90). Take Exit 4 - West Springfield/Holyoke. Follow as above.

Going South on Rt. 91. Take West Springfield/Route 5 Exit. Continue on Rt. 5 for approximately 1/2 mile. Turn right on Elm St. - immediately after Showcase Cinemas. Office is approximately 1/4 mile on the right.

Going North on Rt. 91. Take West Springfield/Route 5 South Exit. Continue on Rt. 5. Follow as above.

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 yourself with the examination process. If you arrive late, you will not be admitted to the examination site and you will forfeit your examination administration fee.

Identification of Candidates:

- You must bring your admission document.
- 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 or a complete physical description. 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.

Note: 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.

Americans with Disabilities Act (ADA):

- 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.

Admission/ Security to the Examination Area:

The following security procedures will apply during the examination:

- 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, 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.

Score Reporting:

In order to receive a passing score on each examination, you must correctly answer 70% of the questions available.

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.
- **On paper** - an official score report will be printed at the examination site.

NOTE: If you need an extra copy of your Examination Score Report - such a **request must be made within 30-days of the date of examination at no cost to you.** After 30-days, you can write to PSI to request a duplicate of your score report for up to 1 year after your examination. The fee for a duplicate score report is \$15. *Money Order or cashier's check ONLY.*

Pretest Items:

In addition to the number of questions per examination, a small number of five 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.

Description of the Examinations:

The examination consists of two parts. Each part will be scored separately. **If you only pass one part, you will need to retake only the part you did not pass.**

Master Radio and Television Technician Part I

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

Content Outline

Subject Area	# of Items
Electronic and Digital Theory	15
Components and component selection	8
Video repair	15
Audio repair	10
Rules and Regulations	2

Reference List

The reference material listed below was used to prepare the questions for this examination. You can use later editions of references as they become available.

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

This examination is CLOSED BOOK.

The following reference materials are NOT allowed in the examination center:

- Troubleshooting Consumer Electronics Audio Circuits, 1999, Homer L. Davidson, Prompt Publications, 5436 W. 78th St., Indianapolis, IN 46268-4941, Howard H. Sams and Company
- Practical Home Theater - A Guide to Video and Audio Systems, 2003, Mark Fleischmann, 1st Books Library, 2595 Vernal Pike, Bloomington, IN 47404 www.1stbooks.com
- Electronic Components: A Complete Reference for Project Builders, 1992, Delton Horn, Tab Books/A division of McGraw-Hill, P.O. Box 182605, Columbus, OH 43218-2605, (800) 3383987, www.McGraw-hill.com
- Troubleshooting and Repair Guide to TV - 2nd edition, 1997, Prompt Publications 5436 W. 78th St., Indianapolis, IN 46268-4941, Howard H. Sams and Company



- 253 CMR - Massachusetts Rules and Regulations Governing Radio and Television Technicians, Commonwealth of Massachusetts Division of Professional Licensure, 1000 Washington St., 7th Floor, Boston, MA 02118, Phone: 617.727.4459 www.mass.gov/dpl
- Complete Projection TV Troubleshooting and Repair, 1998, Joe Desposito, Kevin Garabedian, Prompt Publications, 5436 W. 78th St., Indianapolis, IN 46268-4941, Howard H. Sams and Company
- Audio Systems Technology Level 1, National Sound Contractors Association, DelMar Learning, ISBN: 0790611627 www.delmarlearning.com

The following reference materials are NOT allowed in the examination center:

- Troubleshooting Consumer Electronics Audio Circuits, 1999, Homer L. Davidson, Prompt Publications, 5436 W. 78th St., Indianapolis, IN 46268-4941 Howard H. Sams and Company
- Practical Home Theater - A Guide to Video and Audio Systems, 2003, Mark Fleischmann, 1st Books Library, 2595 Vernal Pike, Bloomington, IN 47404, www.1stbooks.com
- Electronic Components: A Complete Reference for Project Builders, 1992, Delton Horn, Tab Books/A division of McGraw-Hill, P.O. Box 182605, Columbus, OH 43218-2605, (800) 3383987, www.McGraw-hill.com
- Troubleshooting and Repair Guide to TV - 2nd edition, 1997, Prompt Publications 5436 W. 78th St., Indianapolis, IN 46268-4941 Howard H. Sams and Company
- 253 CMR - Massachusetts Rules and Regulations Governing Radio and Television Technicians, Commonwealth of Massachusetts Division of Professional Licensure, 1000 Washington St., 7th Floor, Boston, MA 02118, Phone: 617.727.4459, www.mass.gov/dpl
- Complete Projection TV Troubleshooting and Repair, 1998, Joe Desposito, Kevin Garabedian, Prompt Publications, 5436 W. 78th St., Indianapolis, IN 46268-4941 Howard H. Sams and Company
- Audio Systems Technology Level 1, National Sound Contractors Association, DelMar Learning, ISBN: 0790611627 www.delmarlearning.com

Master Radio and Television Technician Part II (Applied)

# of Questions	% Required to Pass	Time Allowed
20	70% (14 questions answered correctly)	60 Minutes

Content Outline

Subject Area	# of Items
Block Diagrams	20

Reference List

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

Diagrams and schematics will be provided during the examination. Candidates should prepare for this portion of the examination by studying standard component schematics and symbols.

This examination is CLOSED BOOK.

Radio and Television Technician Part II (Applied)

# of Questions	% Required to Pass	Time Allowed
20	70% (14 questions answered correctly)	60 Minutes

Content Outline

Subject Area	# of Items
Block Diagrams	20

Reference List

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

Diagrams and schematics will be provided during the examination. Candidates should prepare for this portion of the examination by studying standard component schematics and symbols.

This examination is CLOSED BOOK.

License Application Instructions:

If you pass the examination you will submit your passing score report to The Commonwealth of Massachusetts for license processing.

Radio and Television Technician Part I

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

Content Outline

Subject Area	# of Items
Electronic and Digital Theory	15
Components and component selection	8
Video repair	15
Audio repair	10
Rules and Regulations	2

Reference List

The reference material listed below was used to prepare the questions for this examination. You can use later editions of references as they become available.

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

This examination is CLOSED BOOK.



Fees:

Applicants qualifying under the Valor ACT II will not be required to pay PSI the MA License Application Processing Fee.

	Total PSI Fee Per Candidate	*PSI Application Processing Fee	Examination Administration Fee			**MA License Application Processing Fee
			Trade	Business	Practical	
Master Radio & TV Tech	\$241	\$75	\$80	\$55		\$31
Radio & TV Tech	\$215	\$60	\$80		\$55	\$20

*PSI Application Processing Fee is good for one year. If you do not test within one year, you must pay this fee again.

**MA License Application Processing Fee is non-refundable.

Applicants qualifying under the Valor ACT II will not be required to pay PSI the MA License Fee.

	MA License Fee
Master Radio & TV Tech	\$31
Radio & TV Tech	\$20

Payment may only be in the form of credit card (Visa, MasterCard, American Express or Discover), money order, cashier's check or company check. Cash and personal checks are not accepted. Please make money order or check payable to PSI.

Send payment and the completed application, to:

PSI Examination Services Examination Centers:

3210 E Tropicana Ave

Las Vegas, NV 89121

(800) 733-9267 • Fax (702) 932-2666

www.psiexams.com

Eligibility to take a license qualification examination is to be determined by the Board of State Examiners and its' vendor, PSI. When your application has been approved, PSI will mail you an Examination Authorization Notice, along with information about scheduling your examination.

If you do not pass the examination and want to retake it, you must fill out the registration form at the end of this Candidate Information Bulletin, and send it to PSI, along with the correct fee. You may also register online at www.psiexams.com or by calling 1-800-733-9267.

Rescheduling- 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.

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



Commonwealth of Massachusetts
Division of Registration
Board of Registration of Radio and
Television Technicians

1000 Washington St., 7th Floor
 Boston, MA 02118
 Phone: 617.727.4459

Examination No. _____

License No. _____

DO NOT WRITE ABOVE THIS LINE

Application for Licensure

PLEASE MAIL APPLICATION TO:

PSI
 3210 E Tropicana
 Las Vegas, NV 89121
 (800) 733-9267

Technician	Master Technician
Written _____	Written _____
Practical _____	Practical _____

If applying for the **Technician** exam, please write your *Permit* number here: _____

If applying for the **Master Technician** exam, please write your *Technician's license* number here: _____

Payment must be made by cashier's check or money order; cash and personal checks are not accepted. Make remittance payable to PSI.

Please Print or Type

1. Name: _____
 Last First Middle Maiden

2. Mailing Address: _____
 No. Street Apt. No.

 City/Town State Zip Code

3. Date of Birth: (month/day/year) _____

4. Telephone Number: (_____) _____ (_____) _____
 Daytime Evening

5. Pursuant to M.G.L. c. 62C, s. 49A, I have filed all State tax returns and have all State taxes required under the law.
 No: _____ Yes: _____ If "no", explain: _____

6. Social Security _____ - _____ - _____

7. Has any disciplinary action been taken against you within the last ten years by:	Yes	No
Professional Licensing Board	_____	_____
Professional Association(s) or Organization(s)	_____	_____



If "yes," explain: _____

8. If you have been registered or are now licensed in any state(s), complete the following:

State	License Number	Date Licensed	Present Status			
			Current	Lapsed	Revoked/ Suspended	Probation

9. Have you voluntarily surrendered a professional license within the last ten years?

_____No _____Yes. If "yes," explain: _____

10. Are you the subject of pending disciplinary action?

_____No _____Yes. If "yes," explain: _____

11. Have you ever been convicted of a felony or misdemeanor in the United States or any country or foreign jurisdiction, other than a traffic violation for which a fine of less than \$100.00 was assessed?

_____No _____Yes. If "yes," explain (use a separate sheet if necessary): _____

12. Is there any pending indictment or criminal complaint pending against you in court?

_____No _____Yes. If "yes," explain (use a separate sheet if necessary): _____

13. Have you been convicted of a criminal offense other than a misdemeanor within the last ten years?

_____No _____Yes. If "yes," please state the details and include a copy of any court record which includes any action pending against you: _____

The Board is certified by the Criminal History Systems Board [ID# MAREG G] to access data about convictions and pending criminal cases. Those records—and other Federal and professional records—may be checked as part of your licensing process. No records are automatic disqualifiers; you will be given an opportunity for a limited appearance before the Board.

14. A five- point credit is added to the examination score if you are a veteran. Please send verification of your status as a veteran.



15. If you are presently engaged in the repair and maintenance of radio and television receivers either full or part time, please give the name and address of your employer below.

16. How long have you been repairing and maintaining radio and television receivers?

From: _____ To: _____
month/day/year month/day/year

17. List below the schools you have attended for training in the radio and television repair and maintenance field.

Name	Years Attended	Date Graduated

18. List below employers you have worked for starting from current:

Name of Employers	Years Employed	Dates of Employment

19. The applicant named on this application and shown in the attached photograph agrees to abide by the rules and regulations for licensing for Radio and Television Technicians as contained in Title 236 of the *Code of Massachusetts Regulations* and attests that all statements made herein are truthful and are made under the pains and penalties of perjury.

<p>Attach Photo Here (Approximately 2" x 2")</p>	_____
	Applicant's Signature

	Signed in the presence of a Notary Public on month/day/year

	Name of Notary Public - Please Print

	Signature of Notary Public

	My commission expires on _____
	Month/day/year



Master Technician ONLY Certification of Experience

In connection with my application for examination for a Master Technician License, I submit the following information in regards to my experience in the repair and maintenance of radio and television receivers.

This will acknowledge that _____
Name of Applicant

was employed by _____
Employer's Name

Address _____ City/Town _____ Telephone Number _____

from _____ to _____
month/day/year month/day/year

for a total accumulated time of _____ hours.

Signature of Employer or Master Technician

Certification of School

In connection with my application for examination for a Master Technician License, I submit the following information in regards to my experience in the repair and maintenance of radio and television receivers.

This will acknowledge that _____
Name of Applicant

Is/was enrolled at _____
School Name

School Address _____ City/Town _____ Telephone Number _____

from _____ to _____
Date of Enrollment Date of Completion of Course or Termination

And during that time he/she accumulated _____ hours of experience in the repair and maintenance of radio and television receivers.

Signature of School Official

Title of Office Held in School





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 _____ Social Security or 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 _____

- 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 Services, LLC
3210 E Tropicana
Las Vegas, NV 89121

