



**PSI Services LLC**  
 3210 E Tropicana  
 Las Vegas, NV 89121  
[www.psiexams.com](http://www.psiexams.com)

*Before paying for your examination registration, be sure you understand the contents of this bulletin. Please retain and use it as a reference when contacting PSI.*

**DEPARTMENT OF COMMERCE, COMMUNITY,  
 AND ECONOMIC DEVELOPMENT  
 DIVISION OF CORPORATIONS,  
 BUSINESS AND PROFESSIONAL LICENSING**



**ELECTRICAL ADMINISTRATORS EXAMINATION  
 CANDIDATE INFORMATION BULLETIN**

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Please refer to our website to check for the most updated information at [www.psiexams.com](http://www.psiexams.com)

# Alaska Examination Procedure Checklist

**Before registering for an examination, make sure that you have reviewed the following checklist.**

- Candidates must submit the application fee, license application and supporting documentation which can be found online at: <https://www.commerce.alaska.gov/web/>
- Upon approval from the department, you will be sent an Examination Eligibility Letter, along with instructions for registering and scheduling the examination.
- All eligibilities are valid for 1 year from the date on the eligibility letter. If you do not pass the examination within the 1-year period, you must reapply with the state.
- You may take the examination an unlimited number of times during the 1-year period.

**Prepare for your examination:**

- Use the examination content outlines provided in this bulletin as the basis of your study.

**Register for your examination:**

- Complete the registration form on line, at [www.psiexams.com](http://www.psiexams.com), and submit it to PSI via the Internet or;
- Completely fill out the PSI Registration Form (see page 2) and mail or fax to PSI or;
- Call (800) 733-9267 to register.
- Send online \_\_\_\_\_ (no wait for scheduling the examination date).
- Mailed on \_\_\_\_\_ (allow 2 weeks for processing before scheduling the examination date).
- Faxed on \_\_\_\_\_ (allow 4 business days for processing before scheduling the examination date).
- Phoned on \_\_\_\_\_ (no wait for scheduling the examination date).

**Schedule your examination:**

- Once you have paid, you are responsible for contacting PSI to schedule an appointment to take the examination. You may either schedule via the Internet, or schedule over the telephone at (800) 733-9267.
- Scheduled for:
- Examination Date: \_\_\_\_\_
- Examination Time: \_\_\_\_\_
- Test Center Location: \_\_\_\_\_
- To change scheduled date, call back by \_\_\_\_\_

**Take your examination:**

- Must bring two forms of identification, which bear your signature. One of these must also have your photograph. Your name as shown on the application form must exactly match the name on the photo I.D. used when checking in at the examination site.
- Arrive 30 minutes prior to appointment.

**After your examination:**

- Upon passing the examination, your results will be made available to the State to access.
- For licensing information, go to: <https://www.commerce.alaska.gov/web/> or email: [license@alaska.gov](mailto:license@alaska.gov) or call 907-465-2550.



## EXAMINATIONS BY PSI SERVICES LLC

This Candidate Information Bulletin provides you with information about the examination process for obtaining an Electrical Administrators License in Alaska.

The Department of Commerce, Community, and Economic Development has contracted with PSI Services LLC (PSI) to conduct the examination program. PSI works closely with the Department to make certain that these examinations meet the State's as well as nationally established technical and professional standards for examination development and administration. PSI provides these examinations through a network of computer examination centers in Alaska.

## GUIDELINES FOR LICENSING APPLICATION/QUALIFICATION

1. The Electrical Administrator License candidate must review the requirements for licensure and must submit the application fee, license application and supporting documentation which can be found online at the following website: <https://www.commerce.alaska.gov/web/>
2. Upon approval from the department, you will be sent an Examination Eligibility Letter, along with instructions for registering and scheduling the examination. Included with your letter will be an identification number assigned by the State to you for this testing program. You must use this identification number when scheduling for your examination.
3. The eligibility letter is valid for 1 year from the date on the letter. If you fail the examination, you may retake the examination an unlimited number of times during the 1 year period.

All questions and requests for information pertaining to licensing should be directed to the department.

State of Alaska  
Department of Commerce, Community,  
and Economic Development  
Division of Corporations,  
Business and Professional Licensing  
Contractor Licensing Section  
333 Willoughby Avenue, 9<sup>th</sup> Floor, Juneau, Alaska 99801  
Website: <https://www.commerce.alaska.gov/web/>  
Email: [license@alaska.gov](mailto:license@alaska.gov) or 907-465-2550

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

PSI licensure:certification  
3210 E Tropicana  
Las Vegas, NV 89121  
(800) 733-9267 • Fax (702) 932-2666  
[www.psiexams.com](http://www.psiexams.com)

## EXAMINATION REGISTRATION PAYMENT AND SCHEDULING PROCEDURES

### ELIGIBILITY AND FEES

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

- All eligibilities are valid for 1 year from the date on the eligibility letter. If you do not pass the examination within the 1-year period, you must reapply with the state.
- You may take the examination an unlimited number of times during the 1-year period.

Examination Fee \$150

NOTE: EXAMINATION FEES ARE NOT REFUNDABLE OR TRANSFERABLE. THE EXAMINATION FEE IS VALID FOR ONE YEAR FROM THE DATE OF PAYMENT.

### ON-LINE (WWW.PSIEXAMS.COM)

For the fastest and most convenient examination scheduling process, PSI recommends that you register for your examinations using the Internet. You register online by accessing PSI's registration website at [www.psiexams.com](http://www.psiexams.com). Internet registration is available 24 hours a day.

1. 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 the department has on file. Be sure to **check the box next to "Check here to attempt to locate existing records for you in the system"**.
2. You will be asked to select the examination and enter the ID# that the department provided to you in the eligibility letter. 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

PSI registrars are available at 800-733-9267, Monday-Friday between 4:30 am and 7:00 pm, and Saturday-Sunday between 6:00 am and 2:30 pm, Pacific Time to receive your payment and schedule your exam.

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

### 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 call PSI at (800) 733-9267, 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 may 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 call PSI to schedule the examination after 4:30 am (Monday-Friday) or 6:00 am (Saturday-Sunday), Pacific Time, at (800) 733-9267.

## RESCHEDULING/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, or use the PSI Website.

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

## 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. A candidate who tests unsuccessfully on a Wednesday can call the next day, Thursday, and retest as soon as Friday, depending upon space availability. You may access a registration form at [www.psiexams.com](http://www.psiexams.com). You may also call PSI at (800) 733-9267.

## MISSED APPOINTMENT OR LATE CANCELLATION

If you miss your appointment, you will not be able to take the examination as scheduled, further you will forfeit your examination fee, if you:

- Do not cancel your appointment 2 days before the scheduled examination date;
- Do not appear for your examination appointment;
- Arrive after examination start time;
- Do not present proper identification when you arrive for the examination.

## EXAM ACCOMMODATIONS

All examination centers are equipped to provide access in accordance with the Americans with Disabilities Act (ADA) of 1990, and every exam 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 it 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 will not be penalized. You will be rescheduled at no additional charge.

## SOCIAL SECURITY NUMBER CONFIDENTIALITY

PSI will use your social security number only as an identification number in maintaining your records and reporting your examination results to the State. A Federal law requires State agencies to collect and record the social security numbers of all licensees of the professions licensed by the State.

## **EXAMINATION SITE LOCATIONS**

The following directions are generated from the most current mapping services available. However, new road construction and highway modifications may result in some discrepancies. If you are not familiar with the specific area of the examination site, please consult a reliable map prior to your examination date.

### **Anchorage**

Land and Sea Aviation

2400 E. 5<sup>th</sup> Ave

Anchorage, Alaska 99501

*Coming from the West on 5th Ave: Turn right onto Reeves Blvd and park in the parking lot.*

*Coming from the East on 5th Ave: Turn left onto Reeves Blvd and park in the parking lot. The lot is across the street from the Wendys fast food restaurant.*

### **Anchorage**

University of Alaska

3901 Old Seward Hwy, Rm 112

Anchorage, Alaska 99503

*Test center is located on Old Seward Highway between Tudor and 36th Avenue.*

*From Tudor turn right or left onto Old Seward.*

*Travel North to the light at 40th and turn right onto 40th Avenue.*

*Travel all the way around the building following the signs to the South Entrance of the University Center. Go to Room 112.*

### **Fairbanks**

University of Alaska-Fairbanks

314 S. Chandler St, 211 Gruening Building

Fairbanks, Alaska 99775

*Testing Services can be accessed from either Alumni Drive on the corner of University Avenue and College Road or Thompson Drive off Geist Road.*

### **Juneau**

University of Alaska SE Learning Center

11066 Auke Lake Way

Egan Library 101

Juneau, Alaska 99801



Heading north on Glacier Ave, take the 1st left onto W 10th St. Take the 2nd right onto AK-7/Egan Drive. Continue straight onto Glacier Hwy. Destination will be on the right. Proceed to Egan Library.

### Ketchikan

University of Alaska Southeast  
2600 7th Ave.

Paul Building, Room 101  
Ketchikan, Alaska 99901

From ferry terminals:

Drive South on Tongass Avenue to Jefferson (first light). Turn left at Jefferson. Drive to top of Jefferson, turn left at College Ave. Follow street around and up into campus parking lot. Testing center is located on the 1st floor of the Paul Building, Room 101.

From Downtown/Cruise Ship Docks:

Drive North on Tongass Avenue to Jefferson (approx. 1.5 miles). Turn right at Jefferson. Drive to top of Jefferson, turn left at College Ave. Follow street around and up into campus parking lot. Testing center is located on the 1st floor of the Paul Building, Room 101.

### Kodiak

University of Alaska-Kodiak College  
117 Benny Benson

Kodiak Campus  
Kodiak, Alaska 99615

Take East Rezanof Drive going east to Benny Benson Drive and turn left. The College is on the right one-half block. Turn right into the college. The Test Center is located in room 108 of the Benny Benson Building, on your right as you enter the campus center.

Additionally, PSI has examination centers in many other regions across the United States. You may take this examination at any of these locations. Once you have paid for the examination, enter your zip code and a list of the testing sites closest to you will appear.

## 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

Candidates must register for the exam with their LEGAL first and last name as it appears on their government-issued identification. All required identification below must match the first and last name under which the candidate is registered. Candidates are required to bring two (2) forms of valid (non-expired) signature bearing identification to the test site. If the candidate fails to bring proper identification or the candidate names do not match, the candidate will not be allowed to test and their examination fee will not be refunded.

### PRIMARY IDENTIFICATION

- State issued driver's license
- State issued identification card
- US Government Issued Passport
- US Government Issued Military Identification Card
- US Government Issued Alien Registration Card

### SECONDARY IDENTIFICATION

- Credit Card (must be signed)
  - Social Security Card
  - US issued Birth Certificate with Raised Seal
- \*NOTE: Student ID and employment ID are **NOT** acceptable forms of identification.

### SECURITY PROCEDURES

The following security procedures apply during examinations:

- No children, notes, books, briefcases, backpacks, hats, cellular telephones, or pagers are allowed in the examination area. (Note: There is no space to store these materials at the examination center.) Small purses (size of a wallet) will be permitted. Larger purses cannot be taken to the candidate's seat.
- No smoking, eating, or drinking is allowed in the examination center.
- Once you have been seated and the examination begins, you may leave the examination center only to use the restroom, and only after obtaining permission from the proctor. You will not receive extra time to complete the examination.
- Any candidate seen giving or receiving assistance, 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 Department and you may be denied licensure.
- Copying or communicating examination content is a violation of security regulations and may result in the cancellation of your examination results or legal action taken under copyright laws.

## 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. The "function bar" at the top of the sample 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.

#### CANDIDATE COMMENTS

During the test development process, PSI makes every effort to create accurate and fair test questions. However, on occasion a candidate may feel that a particular test question is misleading or is missing information that is needed in order to provide a correct answer. If during the test you believe that a test question needs clarification, we highly recommend that you submit your comments and concerns to PSI while at the test center. Comments may be entered on the computer by clicking the Comments link on the function bar of the test question screen. When submitting comments, please provide as much detail as possible describing what you feel is problematic about the test question.

All comments made are for the future benefit of candidates. PSI will review all comments and, if necessary, make immediate key changes (or item deletions). But, PSI will under no circumstances retroactively change a grade of any prior candidate.

#### EXAMINATION REVIEW

Failing candidates will have the option of reviewing their examination in a secure environment and challenging any questions or answers that they feel should be eliminated, or changed. The review is one hour in length.

The fee for reviewing your examination is \$150. You may register for the examination review via Telephone, Internet, Mail or Fax. If you would like to register by Mail or Fax, please complete PSI registration form (found at the end of this bulletin). You may pay with company check, money order, cashier's check, credit card (VISA, MasterCard, American Express, or Discover). Cash and personal checks are **not** accepted.

During the review candidates will be presented with the questions the candidate incorrectly answered during the examination. Additionally, the candidate will be given the correct answer to the question. The purpose of the review is to allow the candidate to self-research the question to determine why the answer they selected was incorrect

All comments made are for the future benefit of candidates. PSI will review all comments and, if necessary, make immediate key changes (or item deletions). But, PSI will not, under any circumstances, retroactively change a grade of any prior candidate. There will not be any notification sent to you from PSI with regard to your review.

You may not be permitted to take any notes out of the review sessions. Please call (800) 733-9267 with any questions. The examination review fee is \$150 and it is one hour in length. **You must schedule the examination review within 30 days from the date you originally took the examination.**

#### PROTESTS BY CANDIDATES

If a candidate has a concern involving content or scoring of the examination and would like a written response from PSI, the candidate must submit an appeal letter. This letter must include name, social security number, name of the examination, test date, and specific description of concerns. This letter also must contain your signature.

### **SCORE REPORTING**

Passing examination results are valid for 12 months from the "pass" date.

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 after your examination by emailing [scorereport@psionline.com](mailto:scorereport@psionline.com) or by calling 800-733-9267.

#### EXPERIMENTAL QUESTIONS

In addition to the number of examination items specified, a small number of 5 to 10 "experimental" questions may be administered 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.



## TIPS FOR PREPARING FOR YOUR LICENSE EXAMINATION

The following suggestions will help you prepare for your examination.

- Only consider the actual information given in the question, do not read into the question by considering any possibilities or exceptions.
- 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 CONTENT OUTLINES

### ALASKA UNLIMITED LINework ADMINISTRATOR

The candidate may supervise all work necessary to the assembling, installation, erection, operation, maintenance, or repair of all electrical apparatus, devices, wires, cables, supports, insulators, conductors, duct, and raceways when they are part of distribution systems outside of buildings and are outside of property lines of any given property up to and including the primary side of transformers; all underground ducts and cables when they are part of a system of a distributing company or utility; all outdoor substations and electrical connections up to and including the setting of transformers and the connecting of the primary busses to them; all outdoor street lighting on public thoroughfares, roadways, and rights-of-way; all linework consisting of wood, concrete, metal, or substitutes for those materials; and all linework consisting of poles or towers, including wires, cables, or other apparatus supported by them.

# of Questions	% Required to Pass	Time Allowed
100	70%	240 Minutes

#### CONTENT OUTLINE

Content Area	# of Items
General Electrical Knowledge	12
Grounding	12
Transformers	15
Poles and Structures	15
Conductors and Cables	10
Overhead Lines	6

Underground Lines	5
Electrical Supply Stations	5
Electrical Equipment	4
Equipment Over 600 Volts	6
Safety	5
Alaska Statutes and Regulations	5

#### REFERENCE LIST

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

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

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

*Alaska Centralized Regulations*, Alaska Department of Commerce, Community and Economic Development, Division of Corporations, Business and Professional Licensing, P.O. Box 110806, Juneau, AK 99811-0806, [https://www.commerce.alaska.gov/web/Portals/5/pub/Centralized\\_Licensing\\_Regs.pdf](https://www.commerce.alaska.gov/web/Portals/5/pub/Centralized_Licensing_Regs.pdf)

*Alaska Centralized Statutes*, Alaska Department of Commerce, Community and Economic Development, Division of Corporations, Business and Professional Licensing, P.O. Box 110806, Juneau, AK 99811-0806, [https://www.commerce.alaska.gov/web/Portals/5/pub/Centralized\\_Licensing\\_Stats.pdf](https://www.commerce.alaska.gov/web/Portals/5/pub/Centralized_Licensing_Stats.pdf)

*Alaska Construction Contractor Statutes and Regulations* (AS 08.18; 12 AAC 21), Alaska Department of Commerce, Community and Economic Development, Division of Corporations, Business and Professional Licensing, P.O. Box 110806, Juneau, AK 99811-0806, <https://www.commerce.alaska.gov/web/portals/5/pub/ContractorStatutes.pdf>

*Alaska Electrical Administrator Statutes and Regulations* (AS 08.40; 12 AAC 32), Alaska Department of Commerce, Community and Economic Development, Division of Corporations, Business and Professional Licensing, P.O. Box 110806, Juneau, AK 99811-0806, <https://www.commerce.alaska.gov/web/portals/5/pub/ElectricalStatutes.pdf>

*National Electrical Code*, 2017, National Fire Protection Association, 1 Batterymarch Park, Quincy, Massachusetts 02169, (800) 344-3555, [www.nfpa.org](http://www.nfpa.org).

*National Electrical Safety Code*, 2017, Institute of Electrical and Electronics Engineers, Inc., (732) 981-0060, [www.ieee.org](http://www.ieee.org).

*The following reference material is NOT allowed in the examination center:*

*American Electricians' Handbook*, Croft, Hartwell, and Summers, 16th Edition, 2013, McGraw-Hill, (800) 262-4729, [shop.mcgraw-hill.com](http://shop.mcgraw-hill.com)



*Lineman's and Cableman's Handbook*, Shoemaker and Mack, 12<sup>th</sup> edition (2012) or 13<sup>th</sup> edition (2017), [www.amazon.com](http://www.amazon.com).

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 Department. 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.

## ALASKA RESIDENTIAL WIRING ADMINISTRATOR

The holder of an electrical administrator license in the residential wiring category may supervise all work on a residential dwelling unit not exceeding three stories in height and no larger than a four-plex except three phase services and wiring. Residential wiring is limited to the residential and includes inside wiring work as defined in 12 AAC 32.165(b); inside communications work as defined in 12 AAC 32.195(b); and control and control wiring work as defined in 12 AAC 32.275(b).

# of Questions	% Required to Pass	Time Allowed
75	70%	180 Minutes

### CONTENT OUTLINE

Content Area	# of Items
General Electrical Knowledge	6
Grounding and Bonding	10
Services, Feeders, and Branch Circuits	9
Raceways and Enclosures	10
Conductors and Cables	10
Special Equipment	3
Lighting	5
Low Voltage	5
Photovoltaics	3
Alarm Systems	5
Safety	4
Alaska Statutes and Regulations	5

### REFERENCE LIST

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

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

*Alaska Centralized Regulations*, Alaska Department of Commerce, Community and Economic Development, Division of Corporations, Business and Professional Licensing, P.O. Box 110806, Juneau, AK 99811-0806, [https://www.commerce.alaska.gov/web/Portals/5/pub/Centralized\\_Licensing\\_Regs.pdf](https://www.commerce.alaska.gov/web/Portals/5/pub/Centralized_Licensing_Regs.pdf)

*Alaska Centralized Statutes*, Alaska Department of Commerce, Community and Economic Development, Division of Corporations, Business and Professional Licensing, P.O. Box 110806, Juneau, AK 99811-0806, [https://www.commerce.alaska.gov/web/Portals/5/pub/Centralized\\_Licensing\\_Stats.pdf](https://www.commerce.alaska.gov/web/Portals/5/pub/Centralized_Licensing_Stats.pdf)

*Alaska Construction Contractor Statutes and Regulations* (AS 08.18; 12 AAC 21), Alaska Department of Commerce, Community and Economic Development, Division of Corporations, Business and Professional Licensing, P.O. Box 110806, Juneau, AK 99811-0806, <https://www.commerce.alaska.gov/web/portals/5/pub/ContractorStatutes.pdf>

*Alaska Electrical Administrator Statutes and Regulations* (AS 08.40; 12 AAC 32), Alaska Department of Commerce, Community and Economic Development, Division of Corporations, Business and Professional Licensing, P.O. Box 110806, Juneau, AK 99811-0806, <https://www.commerce.alaska.gov/web/portals/5/pub/ElectricalStatutes.pdf>

*National Electrical Code*, 2017, National Fire Protection Association, 1 Batterymarch Park, Quincy, Massachusetts 02169, (800) 344-3555, [www.nfpa.org](http://www.nfpa.org).

*NFPA 72 - National Fire Alarm Code*, 2013, National Fire Protection Association, 1 Batterymarch Park, Quincy, Massachusetts 02169, (800) 344-3555, [www.nfpa.org](http://www.nfpa.org).

*Code of Federal Regulations - 29 CFR Part 1926 (OSHA)*, with latest available amendments, U.S. Government Printing Office, (866) 512-1800 or [www.access.gpo.gov/nara/cfr/cfr-table-search.html#page1](http://www.access.gpo.gov/nara/cfr/cfr-table-search.html#page1)

**OR**

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

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## CONTROLS AND CONTROL WIRING ADMINISTRATOR

The holder of an electrical administrator license in the controls and control wiring category may supervise controls and control wiring, including the installation of low voltage controls and control wiring of 48 volts or less for heating, plumbing, process piping, cooling, ventilating, humidifying, and refrigerating equipment. Nothing in this section limits the authority or responsibility of a mechanical administrator to ensure that the controls being installed or modified properly function as an integral part of the mechanical system. Controls and control wiring does not include the installation of power wiring.

# of Questions	% Required to Pass	Time Allowed
50	70%	120 Minutes

### CONTENT OUTLINE

Content Area	# of Items
General Electrical Knowledge	5
Control Wiring and Equipment	7
Class 1, 2, and 3 Control Circuits	6
HVAC Control Wiring	6
Manual Control Circuits	4
Automatic Control Wiring	3
Raceways and Enclosures	2
Transformers	3
Test Equipment	2
Fire Alarm Systems	4
Safety	4
Alaska Statutes and Regulations	4

### REFERENCE LIST

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

*Alaska Centralized Regulations*, Alaska Department of Commerce, Community and Economic Development, Division of Corporations, Business and Professional Licensing, P.O. Box 110806, Juneau, AK 99811-0806, [https://www.commerce.alaska.gov/web/Portals/5/pub/Centralized\\_Licensing\\_Regs.pdf](https://www.commerce.alaska.gov/web/Portals/5/pub/Centralized_Licensing_Regs.pdf)

*Alaska Centralized Statutes*, Alaska Department of Commerce, Community and Economic Development, Division of Corporations, Business and Professional Licensing, P.O. Box 110806, Juneau, AK 99811-0806, [https://www.commerce.alaska.gov/web/Portals/5/pub/Centralized\\_Licensing\\_Stats.pdf](https://www.commerce.alaska.gov/web/Portals/5/pub/Centralized_Licensing_Stats.pdf)

*Alaska Construction Contractor Statutes and Regulations* (AS 08.18; 12 AAC 21), Alaska Department of Commerce, Community and Economic Development, Division of Corporations, Business and Professional Licensing, P.O. Box 110806, Juneau, AK 99811-0806, <https://www.commerce.alaska.gov/web/portals/5/pub/ContractorStatutes.pdf>

*Alaska Electrical Administrator Statutes and Regulations* (AS 08.40; 12 AAC 32), Alaska Department of Commerce, Community and Economic Development, Division of Corporations, Business and Professional Licensing, P.O. Box 110806, Juneau, AK 99811-0806, <https://www.commerce.alaska.gov/web/portals/5/pub/ElectricalStatutes.pdf>

*National Electrical Code*, 2017, National Fire Protection Association, 1 Batterymarch Park, Quincy, Massachusetts 02169, (800) 344-3555, [www.nfpa.org](http://www.nfpa.org).

*NFPA 72 - National Fire Alarm Code*, 2013, National Fire Protection Association, 1 Batterymarch Park, Quincy, Massachusetts 02169, (800) 344-3555, [www.nfpa.org](http://www.nfpa.org).

*Code of Federal Regulations - 29 CFR Part 1926 (OSHA)*, with latest available amendments, U.S. Government Printing Office, (866) 512-1800 or [www.access.gpo.gov/nara/cfr/cfr-table-search.html#page1](http://www.access.gpo.gov/nara/cfr/cfr-table-search.html#page1)

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*Control Systems for Heating, Ventilating, and Air Conditioning*, Sixth Edition, 2006, Kluwer Academic Publishers, Order Department, P.O. Box 358, Accord Station, Hingham, MA 02018-0358.

**The following reference material is NOT allowed in the examination center:**

*American Electricians' Handbook*, 16th Edition, 2013, McGraw-Hill, (800) 262-4729, [shop.mcgraw-hill.com](http://shop.mcgraw-hill.com)

*Telecommunications Wiring*, Clyde Herrick, 2001, 3<sup>rd</sup> Edition, Prentice-Hall PTR, (800) 382-3419, [www.prenhall.com](http://www.prenhall.com)

*Understanding and Servicing Alarm Systems*, 1999, 3<sup>rd</sup> Edition, Butterworth-Heinemann (Reed Publishing), (800) 545-2522, [www.bh.com](http://www.bh.com)

*Ugly's Electrical References*, George V. Hart, 2017 edition, Jones and Bartlett, (800) 832-0034, [www.uglys.net](http://www.uglys.net).



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## INSIDE COMMUNICATIONS ADMINISTRATOR

The holder of an electrical administrator license in the inside communications category may supervise all inside communications includes work within the inside wiring jurisdiction but limited to the installation, operation, maintenance, and repair of telephone, telegraph, cable television, and intercommunication facilities, beginning at the first point of distribution or the first terminal inside of buildings or property lines.

# of Questions	% Required to Pass	Time Allowed
50	70%	120 Minutes

### CONTENT OUTLINE

Content Area	# of Items
General Electrical Knowledge	8
Grounding and Bonding	10
Low Voltage Systems Under 50 Volts	6
Communications Systems	3
CATV Systems	3
Conductors and Cables	5
Raceways and Enclosures	3
Fire and Security Detection Alarm Systems	4
Safety	4
Alaska Statutes and Regulations	4

### REFERENCE LIST

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*Alaska Construction Contractor Statutes and Regulations* (AS 08.18; 12 AAC 21), Alaska Department of Commerce, Community and Economic Development, Division of Corporations, Business and Professional Licensing, P.O. Box 110806, Juneau, AK 99811-0806, <https://www.commerce.alaska.gov/web/portals/5/pub/ContractorStatutes.pdf>

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*National Electrical Code, 2017*, National Fire Protection Association, 1 Batterymarch Park, Quincy, Massachusetts 02169, (800) 344-3555, [www.nfpa.org](http://www.nfpa.org).

*NFPA 72 - National Fire Alarm Code, 2013*, National Fire Protection Association, 1 Batterymarch Park, Quincy, Massachusetts 02169, (800) 344-3555, [www.nfpa.org](http://www.nfpa.org).

*Code of Federal Regulations - 29 CFR Part 1926 (OSHA)*, with latest available amendments, U.S. Government Printing Office, (866) 512-1800 or [www.access.gpo.gov/nara/cfr/cfr-table-search.html#page1](http://www.access.gpo.gov/nara/cfr/cfr-table-search.html#page1)

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*Telecommunications Wiring*, Clyde Herrick, 2001, 3<sup>rd</sup> Edition, Prentice-Hall PTR, (800) 382-3419, [www.prenhall.com](http://www.prenhall.com)

*Understanding and Servicing Alarm Systems*, 1999, 3<sup>rd</sup> Edition, Butterworth-Heinemann (Reed Publishing), (800) 545-2522, [www.bh.com](http://www.bh.com)



*Live Sound Reinforcement: A Comprehensive Guide to P.A. and Music Reinforcement Systems and Technology*, -OR- *Live Sound Reinforcement, Bestseller Edition*, Scott Hunter Stark, [www.amazon.com](http://www.amazon.com)

*Data, Voice, and Video Cabling*, 3rd Edition, 2009, The Fiber Optic Association, Jim Hayes and Paul Rosenberg, [www.cengage.com](http://www.cengage.com)

*Antenna Toolkit*, Joe Carr, 2001, 2nd edition, Butterworth-Heinemann (Reed Publishing), (800) 545-2522, [www.bh.com](http://www.bh.com)

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*Alaska Centralized Statutes*, Alaska Department of Commerce, Community and Economic Development, Division of Corporations, Business and Professional Licensing, P.O. Box 110806, Juneau, AK 99811-0806, [https://www.commerce.alaska.gov/web/Portals/5/pub/Centralized\\_Licensing\\_Stats.pdf](https://www.commerce.alaska.gov/web/Portals/5/pub/Centralized_Licensing_Stats.pdf)

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*Alaska Electrical Administrator Statutes and Regulations* (AS 08.40; 12 AAC 32), Alaska Department of Commerce, Community and Economic Development, Division of Corporations, Business and Professional Licensing, P.O. Box 110806, Juneau, AK 99811-0806, <https://www.commerce.alaska.gov/web/portals/5/pub/ElectricalStatutes.pdf>

*National Electrical Code*, 2017, National Fire Protection Association, 1 Batterymarch Park, Quincy, Massachusetts 02169, (800) 344-3555, [www.nfpa.org](http://www.nfpa.org)

*National Electrical Safety Code*, 2017, Institute of Electrical and Electronics Engineers, Inc., (732) 981-0060, [www.ieee.org](http://www.ieee.org).

*Code of Federal Regulations - 29 CFR Part 1926 (OSHA)*, with latest available amendments, U.S. Government Printing Office, (866) 512-1800 or [www.access.gpo.gov/nara/cfr/cfr-table-search.html#page1](http://www.access.gpo.gov/nara/cfr/cfr-table-search.html#page1)

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**OUTSIDE COMMUNICATIONS ADMINISTRATOR**

The holder of an electrical administrator license in the outside communications category may supervise outside communications work, including outside linework as defined in 12 AAC 32.075(b) but limited to the installation, operation, maintenance, and repair of telephone, telegraph, cable television, and intercommunication facilities, up to the first point of distribution or the first terminal inside of building or property lines.

# of Questions	% Required to Pass	Time Allowed
50	70%	120 Minutes

**CONTENT OUTLINE**

Content Area	# of Items
General Electrical Knowledge	8
Grounding and Bonding	10
Low Voltage Systems Under 50 Volts	4
Communications Systems	4
Poles and Structures	4
Conductors and Cables	10
Raceways and Enclosures	2
Safety	4
Alaska Statutes and Regulations	4



**The following reference material is NOT allowed in the examination center:**

*American Electricians' Handbook*, Croft, Hartwell, and Summers, 16th Edition, 2013, McGraw-Hill, (800) 262-4729, [shop.mcgraw-hill.com](http://shop.mcgraw-hill.com)

*Lineman's and Cableman's Handbook*, Shoemaker and Mack, 12<sup>th</sup> edition (2012) or 13<sup>th</sup> edition (2017), [www.amazon.com](http://www.amazon.com).

*Telecommunications Wiring*, Clyde Herrick, 2001, 3<sup>rd</sup> Edition, Prentice-Hall PTR, (800) 382-3419, [www.prenhall.com](http://www.prenhall.com)

*Understanding and Servicing Alarm Systems*, 1999, 3<sup>rd</sup> Edition, Butterworth-Heinemann (Reed Publishing), (800) 545-2522, [www.bh.com](http://www.bh.com)

*Live Sound Reinforcement: A Comprehensive Guide to P.A. and Music Reinforcement Systems and Technology*, Scott Hunter Stark, <http://www.amazon.com>

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## UNLIMITED COMMERCIAL WIRING ADMINISTRATOR

The holder of an electrical administrator license in the unlimited commercial wiring category may supervise all inside wiring work, in accordance with AS 08.40.195, including the work defined under the inside communications category in 12 AAC 32.195(b); the work defined under the residential wiring category in 12 AAC 32.235(b); and the work defined under the controls and control wiring category in 12 AAC 32.275(b). Inside wiring includes the installation, construction, operation, maintenance, and repair of all electrical work subject to the National Electrical Code within buildings and within property lines of any given property, and beginning at the secondary side of the transformer or street lighting and traffic signalization on public thoroughfares, roadways, or rights-of-way; and work starting immediately after the first point of attachment of aerial or underground conductors to buildings or structures if aerial or underground wires or cables are used to provide power for buildings or structures within the property lines of any given property.

Unlimited commercial wiring does not include linework consisting of poles and towers, including the wires, cables, and other apparatus supported by them; and outdoor substations or other work defined under the unlimited linework category.

# of Questions	% Required to Pass	Time Allowed
100	70%	240 Minutes

### CONTENT OUTLINE

Content Area	# of Items
General Electrical Knowledge	9
Grounding and Bonding	13
Services, Feeders, and Branch Circuits	13
Raceways and Enclosures	13
Conductors and Cables	13
Special Occupancies	8
Electrical Power	3
Motors	5
Low Voltage	4
Lighting	3
Photovoltaics	3
Alarm Systems	3
Safety	5
Alaska Statutes and Regulations	5

### REFERENCE LIST

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*Alaska Centralized Statutes*, Alaska Department of Commerce, Community and Economic Development, Division of Corporations, Business and Professional Licensing, P.O. Box 110806, Juneau, AK 99811-0806, [https://www.commerce.alaska.gov/web/Portals/5/pub/Centralized\\_Licensing\\_Stats.pdf](https://www.commerce.alaska.gov/web/Portals/5/pub/Centralized_Licensing_Stats.pdf)

*Alaska Construction Contractor Statutes and Regulations* (AS 08.18; 12 AAC 21), Alaska Department of Commerce, Community and Economic Development, Division of Corporations, Business and Professional Licensing, P.O. Box 110806, Juneau, AK 99811-0806, <https://www.commerce.alaska.gov/web/portals/5/pub/ContractorStatutes.pdf>





*Alaska Electrical Administrator Statutes and Regulations* (AS 08.40; 12 AAC 32), Alaska Department of Commerce, Community and Economic Development, Division of Corporations, Business and Professional Licensing, P.O. Box 110806, Juneau, AK 99811-0806,  
<https://www.commerce.alaska.gov/web/portals/5/pub/ElectricalStatutes.pdf>

*National Electrical Code, 2017*, National Fire Protection Association, 1 Batterymarch Park, Quincy, Massachusetts 02169, (800) 344-3555, [www.nfpa.org](http://www.nfpa.org).

*NFPA 72 - National Fire Alarm Code, 2013*, National Fire Protection Association, 1 Batterymarch Park, Quincy, Massachusetts 02169, (800) 344-3555, [www.nfpa.org](http://www.nfpa.org).

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**OR**

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➤ CALL THE PSI ONLINE STORE TOLL-FREE AT (866) 589-3088

**NOTE: PRICES ARE AVAILABLE ONLINE AT [WWW.PSIONLINESTORE.COM](http://WWW.PSIONLINESTORE.COM)**

<input type="checkbox"/>	<u>CERTIFICATE OF ACHIEVEMENT</u> (You must have passed the exam before ordering the certificate) Certificate of Achievement suitable for framing.	
<input type="checkbox"/>	29 CFR Part 1926 Selections	
<input type="checkbox"/>	American Electricians' Handbook	
<input type="checkbox"/>	Ugly's Electrical References	
<input type="checkbox"/>	Lineman's and Cableman's Handbook	
<input type="checkbox"/>	National Electrical Code	

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



# ALASKA ELECTRICAL ADMINISTRATORS EXAM ACCOMMODATIONS

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. (Note: please do not fax the form until you have received your notice of eligibility.)

### 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):

- |   |   |
|---|---|
| <input type="checkbox"/> Reader (as accommodation for visual impairment or learning disability) | <input type="checkbox"/> Extended time (Additional time requested: _____) |
| <input type="checkbox"/> Large-print written examination  | <input type="checkbox"/> Other _____                                      |

- Complete and fax this form, along with supporting documentation, to (702) 932-2666 or email it to [examaccommodations@psionline.com](mailto: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