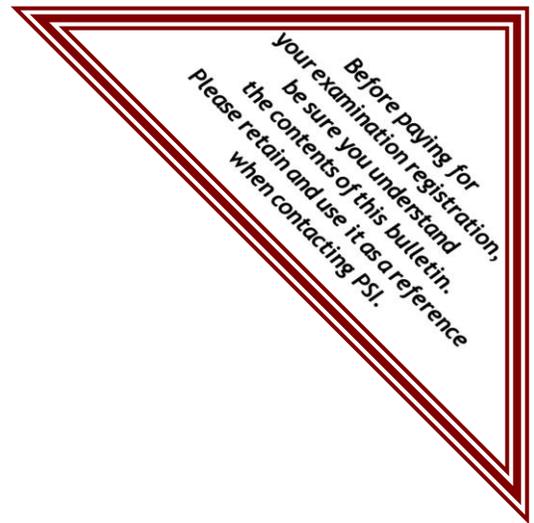




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OHIO CONSTRUCTION INDUSTRY LICENSING BOARD DEPARTMENT OF COMMERCE



DIVISION OF INDUSTRIAL COMPLIANCE CONTRACTOR TRADE 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 Ohio.

Eligibility for examination is determined by the Ohio Construction Industry Licensing Board (OCILB).

The Board has contracted with PSI to conduct its examination program. PSI provides examinations through a network of computer examination centers in Ohio 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.

SUBMITTING YOUR EXAMINATION APPLICATION

You must obtain an examination application form from the OCILB or online at www.com.ohio.gov/dico/ocilb.aspx. Complete the application and mail it with the appropriate fees and other required information to the OCILB. The OCILB will review your application to determine your eligibility to sit for an exam.

All applicants for contractor commercial licenses **must** take the Ohio Contractor's Business and Law exam in addition to any required trade-specific examination. If you decide to become licensed in another trade at a later date, you only have to pass the Business and Law examination once every three years.

You will be notified by mail of the OCILB's decision. If the OCILB approves your application you are required to obtain a BCI background check prior to sitting for the examination. OCILB approval is valid for one year. If you have not obtained a background check or taken your examination after one year, you will need to reapply for eligibility to sit for an exam.

For questions about applications and licensing, contact:

Ohio Construction Industry Licensing Board
6606 Tussing Road, P.O. Box 4009
Reynoldsburg, OH 43068-9009
Phone: 614.644.3493
www.com.ohio.gov/dico/ocilb.aspx

EXAMINATION SCHEDULING PROCEDURES

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

➤ Once the OCILB notifies PSI that you are eligible to take an examination, you have one year to schedule and take your examination. After one year, your examination eligibility will expire and you will need to submit another application form before being able to take an examination.

Examination Fee \$75

NOTE: REGISTRATION FEES ARE NOT REFUNDABLE OR TRANSFERABLE

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

INTERNET REGISTRATION

For the fastest and most convenient test scheduling process, PSI recommends that candidates register for their exams using the Internet. Candidates register online by accessing PSI's registration website at www.psiexams.com. Internet registration is available 24 hours a day.

- Log onto PSI's website and create an account. Please enter your email address and first and last name. This information must match exactly with the information PSI has on file. Be sure to **check the box next to "Check here to attempt to locate existing records for you in the system"**
- You will be asked to select the examination and enter your OH CON ID#. Your record will be found and you will now be ready to pay and schedule for the exam. Enter your zip code and a list of the testing sites closest to you will appear. Once you select the desired test site, available dates will appear. If you have problems contact PSI at (800) 733-9267 for help.

TELEPHONE

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. Call (800) 733-9267, 24 hours a day and register using the Automated Registration System. Otherwise, PSI registrars are available Monday through Friday, between 7:30 am and 8:00 pm and Saturday, between 10:00 am and 4:00 pm, Eastern Time.

FAX REGISTRATION

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

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

STANDARD MAIL REGISTRATION

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

Please allow 2 weeks to process your registration. After 2 weeks, you may go online or call PSI to schedule the examination.



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. 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.

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 PSI Website, 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 contact the board for further instruction.

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.

SOCIAL SECURITY NUMBER CONFIDENTIALITY

PSI will use your social security number only as an identification number in maintaining your records and reporting your examination scores 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 LOCATION

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

Akron

Bryden Center

1815 West Market Street, Suite 110

Akron, OH 44313

FROM I-77N MERGE ONTO I-77N VIA EXIT 125B TOWARD CLEVELAND/DOWNTOWN AKRON. TAKE THE MULL AVE/WHITE POND DR EXIT 132. TAKE THE WHITE POND DR RAMP. TURN RIGHT ONTO WHITE POND DR. TURN RIGHT ONTO MULL AVE. CONTINUE ON MULL AVE, AROUND THE CIRCLE AND TURN RIGHT ONTO N HAWKINS. AT THE TRAFFIC LIGHT TURN LEFT ONTO W MARKET ST/OH-18.

FROM I-71S TOWARD COLUMBUS. TAKE THE OH-18 EXIT 218- TOWARD MEDINA/AKRON. TURN LEFT ONTO MEDINA RD/OH-18 E CONTINUE TO FOLLOW OH-18 E.

Cambridge

1300 Clark Street, Suite #4

Cambridge, OH 43725

FROM I-70E OR I-70 W MERGE ONTO I-77 N VIA EXIT 180B OR TOWARD CLEVELAND. TAKE THE US 22/EXIT 47 TOWARD CAMBRIDGE TURNING LEFT ONTO CADIZ RD/US-22. TURN RIGHT ONTO BRENTON RD. (NEAR CORPORATION LIMITS AND MARKED WITH SIGN TO HOSPITAL). TURN RIGHT ONTO OAKLAND BLVD. CONTINUE THROUGH THE TRAFFIC LIGHT MAKING A SLIGHT RIGHT ONTO CLARK ST. TURN RIGHT INTO THE NORTH STAR SHOPPING PLAZA. THE PSI OFFICE IS LOCATED ABOUT HALFWAY INTO THE SHOPPING PLAZA.

Cincinnati

4010 Executive Park Dr., Suite 435

Cincinnati, OH 45241

FROM I-275 EASTBOUND TAKE THE US-42 EXIT 46 TOWARD MASON/SHARONVILLE. TURN RIGHT ONTO LEBANON RD/US-42. TURN LEFT INTO EXECUTIVE PARK OFFICE COMPLEX.

FROM I-275 WESTBOUND TAKE THE US-42 EXIT 46 TOWARD SHARONVILLE/MASON. TURN LEFT ONTO LEBANON RD/US-42. TURN LEFT INTO EXECUTIVE PARK OFFICE COMPLEX.

Cleveland

Interstate Plaza, 16600 Sprague Road, Suite 85

Middleburg Heights, OH 44130

FROM I-71 TAKE THE US-42, EXIT 234 FOR STRONGVILLE/PEARL RD. & TURN SOUTH ON PEARL RD / 42.

TURN LEFT AT THE FIRST TRAFFIC LIGHT ONTO WEST SPRAGUE. TURN LEFT AT THE FIRST STREET ONTO FREEWAY CIRCLE & RIGHT INTO FIRST PARKING LOT.

Columbus South

6431 Alum Creek Dr, Suite I

Groveport, OH 43125

IF COMING FROM (CLEVELAND) 270W OR 270S TOWARD CINCINNATI, TAKE ALUM CREEK EXIT. TURN RIGHT TOWARD GROVEPORT. TURN RIGHT AT SPIEGEL DRIVE AND AN IMMEDIATE RIGHT INTO FIRST PARKING LOT ON RIGHT. IF COMING FROM 270 E OR 270S TOWARD WHEELING, EXIT ALUM CREEK. TURN LEFT TOWARD GROVEPORT. TURN RIGHT ON SPIEGEL DR. AND TURN AN IMMEDIATE RIGHT INTO FIRST PARKING LOT ON RIGHT.



Toledo

1446 S. Reynolds Road, Suite 201
Maumee, OH 43537

FROM THE NORTH OR SOUTH: TAKE I-75 TO I-475/US 23, BYPASSING DOWNTOWN TOLEDO. FROM THE NORTH, USE EXIT 204; AND FROM THE SOUTH, USE EXIT 192 TO MERGE ONTO I-475/US 23. TAKE I-475/US 23 TOWARD MAUMEE, AND EXIT AT DUSSEL DRIVE/SALISBURY ROAD (EXIT 6). DRIVE EAST ON DUSSEL DRIVE, TOWARD MAUMEE.

FROM THE EAST OR WEST: TAKE THE OHIO TURNPIKE TO EXIT 59, THE MAUMEE - TOLEDO EXIT. UPON EXITING THE TURNPIKE, DRIVE SOUTH ON SOUTH REYNOLDS ROAD (TOWARD MAUMEE) TO DUSSEL DRIVE. TURN LEFT ON DUSSEL DRIVE.

PSI IS LOCATED ON THE SE CORNER OF DUSSEL DRIVE AND SOUTH REYNOLDS ROAD, IN THE CHARTER ONE BANK BUILDING. ENTRANCES TO THE PARKING LOT AND BUILDING FACE DUSSEL DRIVE. USE THE CENTER (MAIN) BUILDING ENTRANCE, AND FROM THE LOBBY TAKE THE STAIRS/ELEVATOR TO THE SECOND FLOOR. PSI IS IN SUITE 201.

Troy

1100 Wayne Street, Suite 3330
Troy, OH 45373

FROM I-75 SOUTH TAKE THE STATE ROUTE 55 EXIT #73 FOR TROY/LUDLOW FALLS. TURN LEFT AT THE LIGHT AT THE EXIT TOWARDS TROY ONTO ST RT 55 (BECOMES WEST MARKET ST). FOLLOW ST RT 55/ MARKET ST TO THE FOURTH LIGHT AFTER THE EXIT. TURN LEFT ONTO RIDGE AVE. CONTINUE TO WAYNE STREET AND TURN LEFT. THE TEST SITE IS UP THE HILL LOCATED IN THE LARGE BUILDING ON YOUR LEFT THAT USED TO BE STOUDE MEMORIAL HOSPITAL.

FROM I-75 NORTH TAKE THE STATE ROUTE 55 EXIT #73 FOR TROY/LUDLOW FALLS. TURN RIGHT AT THE LIGHT ONTO ST RT 55 (BECOMES WEST MARKET ST.). FOLLOW ST RT 55/MARKET TO THE THIRD LIGHT AFTER THE EXIT. TURN LEFT ONTO RIDGE AVE. CONTINUE TO WAYNE STREET AND TURN LEFT. THE TEST CENTER IS UP THE HILL LOCATED IN THE LARGE BUILDING ON YOUR LEFT THAT USED TO BE STOUDE MEMORIAL HOSPITAL.

*Enter the hospital grounds from Wayne right at the sign that says, "STOUDE CENTER 1100". You will enter a short driveway that curves to the right. As you begin to turn to the right, you will see the "WEST ENTRANCE" marked on your left. This is your entrance and the **only** one that has wooden doors. So if you enter the complex somewhere else through metal doors---you are at the wrong entrance. Continue on the short drive to the parking lot immediately in front of you. This is the **WEST** lot. Park and enter the complex through the **WOODEN DOORS** marked "**WEST ENTRANCE**". You will enter what used to be the main hospital entrance. A gift shop area will be on your right and a reception desk on your left. Go past the reception desk to the large elevator doors just to the left a bit. **DO NOT** go down the hallway to the right. Enter the elevator, which also has doors in the back. You will need to push "**3F**" so the doors open to the office suites. If you accidentally push **3R**, the doors to the Residential side will open instead. When the doors open on the third floor, walk around to your right to the PSI Office.*

Additionally, PSI has examination centers in many other regions across the United States. You may take this examination at any of these locations by filling out the Out-of-State form found at the end of this Candidate Information Bulletin.

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 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 on the Examination Registration Form and your Registration Confirmation Notice.

*If you cannot provide the required identification, you must call (800) 733-9267 at least 3 weeks prior to your scheduled appointment to arrange a way to meet this security requirement. **Failure to provide all of the required identification at the time of the examination without notifying PSI is considered a missed appointment, and you will not be able to take the examination.***

SECURITY PROCEDURES

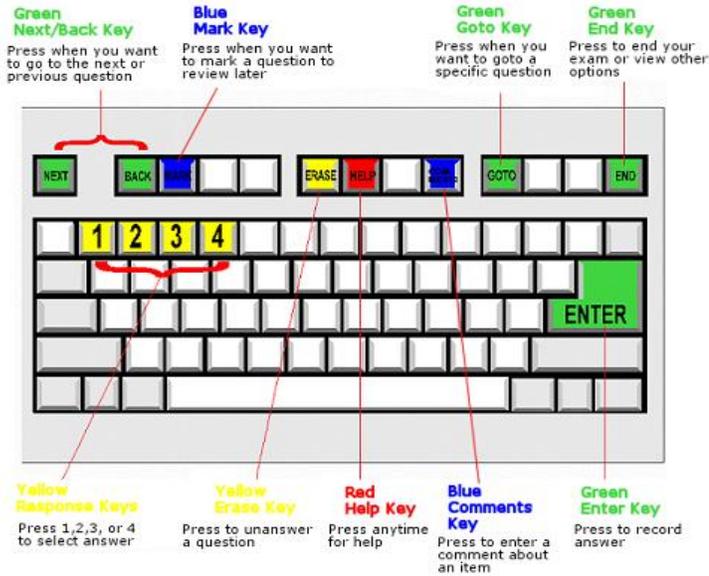
The following security procedures will apply during the examination:

- 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

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.

EXPERIMENTAL QUESTIONS

In addition to the number of questions per examination, a small number of five to ten "experimental" questions may be administered to candidates during the examinations. These questions will not be scored and the time taken to answer them will not count against examination time. The administration of such non-scored experimental questions is an essential step in developing future licensing examinations.

EXAMINATION REVIEW

PSI, in cooperation with the OCILB, will be consistently evaluating the examinations being administered to ensure that the examinations accurately measure competency in the required knowledge areas. Comments may be entered on the computer keyboard during the examination. Your comments regarding the questions and the examinations are welcomed. Comments will be analyzed by PSI examination development staff. While PSI does not respond to individuals regarding these comments, all substantive comments are reviewed. If an error affecting examination scores is discovered as a result, which occurs very rarely, the examination scores of all affected candidates will be automatically adjusted. **This is the only review of the examination available to candidates.**

SCORE REPORTING

Your score will be given to you immediately following completion of the examination. The following summary describes the score reporting process:

- **On screen** - your score will appear immediately on the computer screen. This will happen automatically at the end of the time allowed for the examination;
 - If you **pass**, you will immediately receive a successful notification.
 - If you **do not pass**, you will receive a diagnostic report indicating your strengths and weaknesses by examination type with the score report.
- **On paper** - an unofficial score report will be printed at the examination site.

DUPLICATE SCORE REPORTS

You may request a duplicate score report after your examination by emailing scorereport@psionline.com or by calling 800-733-9267.

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.

CONTRACTOR'S BUSINESS AND LAW EXAMINATION

All contractor license classifications **must** take the Business and Law exam in addition to any required trade-specific exam.

# of Questions	% Required to Pass	Time Allowed
50	70%	2 Hours
5 to 10 Pretest Items	Not Scored	Not Timed

CONTENT OUTLINE

Subject Area	# of Items
Business Org	2
Licensing	3
Estimating and Bidding	8
Contract Management	5
Project Management	4
Insurance and Bonding	5
OSHA Record Keeping and Safety	5
Personnel Regulations	5
Financial Management	6
Tax Laws	5
Lien Laws	2
Pretest Items	5-10

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. This examination is OPEN BOOK.

The following reference material is allowed in the examination center:

- *Contractor's Guide to Business, Law, and Project Management*, Ohio 1st Edition, 2009, National Association of State Contractors Licensing Agencies (NASCLA), (480) 948-3363, www.nascla.org

Candidates are responsible for bringing their own references to the examination center. Reference materials may be highlighted, underlined, and/or indexed prior to the examination session. However, references may not be written in. Any candidate caught writing in the references during the examination will have the references confiscated and will be reported to the department. Furthermore, candidates are not permitted to bring in any additional papers (loose or attached) with their approved references. Any additional materials will be removed from the references and confiscated.

OHIO ELECTRICAL CONTRACTOR EXAMINATION

Electrical contractors must have the knowledge and skill to install, alter, add or change any electrical wires fixtures, appliances, apparatus, raceways, conduit or any part thereof that generates transmits, transforms or utilizes electrical energy in any form for light, heat, power or communications.

# of Questions	% Required to Pass	Time Allowed
100	70%	4 Hours
5 to 10 Pretest Items	Not Scored	Not Timed

CONTENT OUTLINE

Subject Area	# of Items
General Electrical Knowledge	10
Transformers and Equipment	12
Service Feeders and Branch Circuits	16
Raceways, Boxes, and Panelboards	10
Conductors and Cables	12
Control Devices	8
Motors and Generators	12
Utilization Equipment	8
Special Occupancies and Equipment	12
Pretest Items	5-10

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. This examination is OPEN BOOK.

The following reference material is allowed in the examination center:

- *Ugly's Electrical References*, George V. Hart, Jones and Bartlett, (800) 832-0034, www.uglys.net
- *NFPA 70 - National Electrical Code, 2011, or The National Electrical Code Handbook*, National Fire Protection Association (NFPA), (800) 344-3555, www.nfpa.org
- *IBEW-NECA Field Reference Book*, National Joint Apprenticeship and Training Committee for the Electrical Industry

Candidates are responsible for bringing their own references to the examination center. Reference materials may be highlighted, underlined, and/or indexed prior to the examination session. However, references may not be written in. Any candidate caught writing in the references during the examination will have the references confiscated and will be reported to the department. Furthermore, candidates are not permitted to bring in any additional papers (loose or attached) with their approved references. Any additional materials will be removed from the references and confiscated.

OHIO HVAC CONTRACTOR EXAMINATION

Those who are qualified to install, maintain, repair, fabricate, alter or extend central air conditioning, heating and ventilating, including ductwork within a complete system and all appurtenances, apparatus, piping vessels, ducts and insulation used in connection therewith.

# of Questions	% Required to Pass	Time Allowed
100	70	4 Hours
5 to 10 Pretest Items	Not Scored	Not Timed

CONTENT OUTLINE

Subject Area	# of Items
General Knowledge and Requirements	10
Warm Air Heating and Air Distribution	25
Ventilation and Exhaust Systems	15
Air Conditioning	10
Piping Systems	10
Equipment and Appliances	20
Testing and Inspection	10
Pretest Items	5-10

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. This examination is OPEN BOOK.

The following reference material is allowed in the examination center:

- *International Fuel Gas Code*, 2009, International Code Council, 4051 West Flossmoor Road, Country Club Hills, IL 60478-5795, www.iccsafe.org
- *Ohio Mechanical Code*, 2011, International Code Council, 4051 West Flossmoor Road, Country Club Hills, IL 604785795, www.iccsafe.org
- *Modern Refrigeration and Air Conditioning*, 19th Edition, 2014, Goodheart-Willcox Company, Inc., 18604 West Creek Drive, Tinley Park, IL 60477-6243, www.g-w.com

Candidates are responsible for bringing their own references to the examination center. Reference materials may be highlighted, underlined, and/or indexed prior to the examination session. However, references may not be written in. Any candidate caught writing in the references during the examination will have the references confiscated and will be reported to the department. Furthermore, candidates are not permitted to bring in any additional papers (loose or attached) with their approved references. Any additional materials will be removed from the references and confiscated.

OHIO HYDRONICS CONTRACTOR EXAMINATION

Hydronics contractors must have the knowledge and skill to construct, install, alter, repair, maintain or service any steam and hot-water heating or chilled-water refrigeration systems.

# of Questions	% Required to Pass	Time Allowed
50	70	2.5 Hours
5 to 10 Pretest Items	Not Scored	Not Timed

CONTENT OUTLINE

Subject Area	# of Items
General Knowledge	16
Heating Equipment	10
Piping, Pumps, Valves	10
Fuel Gas and Oil	1
Venting	5
Controls	5
Tests and Inspections	3
Pretest Items	5-10



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. This examination is OPEN BOOK.

The following reference material is allowed in the examination center:

- *Ohio Administrative Code, Chapter 4101:4 Boiler and Unfired Pressure Vessel Rules, Effective 2009, Ohio Division of Industrial Compliance, 6606 Tussing Road, P.O. Box 4009, Reynoldsburg, OH 43068-9009, www.com.ohio.gov/dico*
- *Ohio Mechanical Code, 2011, International Code Council, 4051 West Flossmoor Road, Country Club Hills, IL 604785795, www.iccsafe.org*
- *Boiler Operator's Guide, Fourth Edition, 1998, McGraw-Hill Publishing, Inc., P.O. Box 182604, Columbus, OH 43272, books.mcgraw-hill.com*

Candidates are responsible for bringing their own references to the examination center. Reference materials may be highlighted, underlined, and/or indexed prior to the examination session. However, references may not be written in. Any candidate caught writing in the references during the examination will have the references confiscated and will be reported to the department. Furthermore, candidates are not permitted to bring in any additional papers (loose or attached) with their approved references. Any additional materials will be removed from the references and confiscated.

OHIO PLUMBING CONTRACTOR EXAMINATION

The practice, materials and fixtures utilized in the installation, maintenance, extension and alteration of all piping, fixtures, plumbing appliances and plumbing appurtenances, within or adjacent to any structure, in connection with sanitary drainage or storm drainage facilities; venting systems; and public or private water supply systems.

# of Questions	% Required to Pass	Time Allowed
100	70	4 Hours
5 to 10 Pretest Items	Not Scored	Not Timed

CONTENT OUTLINE

Subject Area	# of Items
General Knowledge	8
General Regulations	20
Plumbing Fixtures	6
Water Supply Systems	10
Drainage, Waste, and Sanitary Vents	24

Indirect Wastes	4
Roof Drain Piping	3
Specialty Plumbing	5
Isometric Analysis	20
Pretest Items	5-10

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. This examination is OPEN BOOK.

The following reference material is allowed in the examination center:

- *Ohio Plumbing Code, 2011, International Code Council, 4051 West Flossmoor Road, Country Club Hills, IL 60478-5795, www.iccsafe.org*
- *International Fuel Gas Code, 2009, International Code Council, 4051 West Flossmoor Road, Country Club Hills, IL 60478-5795, www.iccsafe.org*
- *Mathematics for Plumbers and Pipefitters, Lee Smith, 8th Edition, 2013, www.cengage.com*
- *Modern Plumbing, 2005 Edition, Goodheart-Willcox Company, Inc., 18604 West Creek Drive, Tinley Park, IL 60477-6243, www.g-w.com*

Candidates are responsible for bringing their own references to the examination center. Reference materials may be highlighted, underlined, and/or indexed prior to the examination session. However, references may not be written in. Any candidate caught writing in the references during the examination will have the references confiscated and will be reported to the department. Furthermore, candidates are not permitted to bring in any additional papers (loose or attached) with their approved references. Any additional materials will be removed from the references and confiscated.

OHIO REFRIGERATION CONTRACTOR EXAMINATION

Tests a candidate's knowledge to install, maintain, repair or alter any system of refrigeration unlimited to tons or horsepower provided, however, that such refrigeration is intended to be used for the purpose of food and product preservation and is not to be used for comfort systems.

# of Questions	% Required to Pass	Time Allowed
60	70	3 Hours
5 to 10 Pretest Items	Not Scored	Not Timed



CONTENT OUTLINE

Subject Area	# of Items
General Knowledge & Requirements	18
Refrigeration Piping	12
Refrigerants	6
Refrigeration Systems & Controls	15
Testing & Inspection	9
Pretest Items	5-10

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. This examination is OPEN BOOK.

The following reference material is allowed in the examination center:

- *Ohio Mechanical Code*, 2011, International Code Council, 4051 West Flossmoor Road, Country Club Hills, IL 604785795, www.iccsafe.org
- *Modern Refrigeration and Air Conditioning*, 19th Edition, 2014, Goodheart-Willcox Company, Inc., 18604 West Creek Drive, Tinley Park, IL 60477-6243, www.g-w.com

Candidates are responsible for bringing their own references to the examination center. Reference materials may be highlighted, underlined, and/or indexed prior to the examination session. However, references may not be written in. Any candidate caught writing in the references during the examination will have the references confiscated and will be reported to the department. Furthermore, candidates are not permitted to bring in any additional papers (loose or attached) with their approved references. Any additional materials will be removed from the references and confiscated.



OHIO TRADE EXAMINATIONS OUT-OF-STATE TESTING REQUEST

Date: _____

Social Security or ID#: _____

Legal Name: _____
Last Name First Name

Address: _____
Street City, State, Zip Code

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

Email Address: _____

- 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 (702) 939-6750 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