

SOUTH CAROLINA CONTRACTORS' LICENSING BOARD

**COMMERCIAL CONTRACTOR
CANDIDATE INFORMATION BULLETIN**

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PSI licensure:certification

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

Please refer to www.psiexams.com for the latest updates to this bulletin.

DEPARTMENT POLICY FOR CONTRACTOR BOARD EXMINATIONS

The South Carolina Department of Labor, Licensing and Regulation has adopted the following policy for the administration of examinations for licensure as provided by the South Carolina Contractor's Licensing Board. This policy will ensure the integrity of licensing examinations by eliminating the opportunity for candidates to attain test scores by fraudulent means and the compromise of examinations provided by the board's examination provider:

- (1) any candidate that passes an exam shall not be allowed to take the same exam again;
- (2) any candidate that fails an exam shall be given a diagnostic report that will provide feedback about performance on a particular content domain, which will direct the candidate to areas that require further study; and
- (3) the department does not require the board's examination provider to provide a list of candidates for licensure examination.

Robert L. Selman
Assistant Deputy Director of Labor, Licensing and
Regulation

Effective: June 15, 2004

EXAMINATIONS BY PSI licensure:certification

This Candidate Information Bulletin provides you with information about the examination and application process for becoming licensed as a commercial contractor in South Carolina. To be licensed, you must pass a Business and Law and the South Carolina Take Home Examination on the South Carolina Code of Laws to confirm that you have attained at least a minimum level of knowledge regarding the principles, practices, statutes, and regulations. Most general and mechanical contractor classifications also require passing a technical

examination. Those examinations are listed in this Candidate Information Bulletin. **The scope of work for these examinations can be found in the South Carolina Code of Laws booklet, "The Act" in section 40-11-410.**

The South Carolina Contractors' Licensing Board (state) has contracted with PSI Licensure:certification (PSI) to conduct its examination program. PSI provides examinations through a network of computer examination sites in South Carolina. PSI works closely with the state to be certain that examinations meet local as well as national requirements in basic principles of contractor services and examination development standards.

In order to obtain a license, candidates must pass the required examination(s) mandated by the state. Minimum qualification must be met before registering for the examination. Candidates for the general and mechanical contractor's license must have at least 2 years commercial experience within the last 5 years in the general or mechanical contractor classification in which these candidates are seeking licensure. The experience must be documented on an experience affidavit submitted with the commercial license application after passing the required examinations. Burglar and Fire Alarm contractor candidates are not required to have work experience.

A license issued by the South Carolina Contractors' Licensing Board allows an entity to engage in commercial as well as residential construction. If an entity is solely engaged in residential construction, the South Carolina Residential Home Builders Commission must license the entity. You may obtain a license application and examination information by calling (803) 896-4696.

Effective September 1, 2002, Burglar and Fire Alarm contractors are required to pass the NTS Level I (burglar) and the NICET Level II (fire) examinations in addition to the examinations given by PSI. For information on NTS Level I certifications, contact the S.C. Alarm Association at (803) 252-0580. For NICET Level II, contact the Nat'l Institute for Certification in Engineering, 1420 King St, Alexandria, VA 22314-2794 (888) 476-4238.

Examinations for each classification, except for Burglar and Fire Alarm classifications, **may only be taken 2 times in a 12-month period and thereafter only once in six months.** Once you are approved through PSI, you will receive a Registration Confirmation Notice, which is valid for 1 year, or until an examination classification has been failed twice within the referenced time frame. Candidates are required to submit a registration form and examination fee for each examination. **Note: Business**



Management and Law for Commercial Contractors may be taken on an unlimited basis over a 12-month period.

All questions and requests for information about the examination and receiving the commercial license application should be directed to:

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

Questions about requirements for licensure or which scope of regulated work requires a commercial contractor license should be directed to the:

South Carolina Contractors' Licensing Board
PO Box 11329
Columbia, SC 29211-1329
(803) 896-4686
www.llr.state.sc.us/POL/Contractors

The board is located in the Synergy Business Park on the frontage road off I-20 and Bush River Road, Kingstree Building, 110 Centerview Drive, Suite 102 Columbia, SC, 29210.

GUIDELINES FOR EXAMINATION AND LICENSE APPLICATION

To make sure that the examination and application process goes as smoothly as possible, be certain that you:

1. Send your Examination Registration Form to PSI along with the correct payment for the examination(s).
2. After approval by PSI, you will be sent a Registration Confirmation Notice advising you of the 1 year eligibility to take the examination(s).
3. Prepare for the examination by using the examination outline in this Candidate Information Bulletin and the suggested study materials that cover the outline topics.
4. Be sure to take proper identification with you to your scheduled examination appointment.
5. Upon passing the examination, you may then submit your commercial license application to the SC Contractors' Licensing Board.

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. Underline or highlight key ideas that will help with a later review.
- 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.

DESCRIPTION OF EXAMINATIONS

The South Carolina Contractors' Licensing Board has approved the Examination Content Outlines. The outlines reflect the minimum knowledge required by commercial contractors to perform their duties to the public in a competent and responsible manner. Changes in the content of the examinations will not be made until changes are made in the reference books.

If there is conflicting information between a code, law, or regulation and another authorized reference text, please be aware that the requirements of the code, law, or regulation prevail, and that the examination questions will be referenced to the code, law, or regulation.

Refer to the last topic in this Candidate Information Bulletin called "Scope of Work, Examination Contents, and Examination References" and look for the specific Examination Portion/License Category or Subcategory in which you are applying.



PRETEST ITEMS

In addition to the number of examination items specified, 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.

EXAMINATION STUDY MATERIALS

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.

The list of possible study reference books or material for the commercial contractor examinations is listed after each commercial contractor scope of work (refer to the last topic in this Candidate Information Bulletin called "Scope of Work, Examination Contents, and Examination References" and look for the specific Examination Portion/License Category or Subcategory in which you are applying).

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

The list is given to identify possible resources to use in answering the examination questions and does not constitute an endorsement by PSI or by the South Carolina Contractors' Licensing Board. Some questions may be based upon general knowledge of the specific trade and may not be listed in the reference books.

The following list of bookstores is provided to help you locate the books you may plan to purchase prior to taking your examination.

Many of these reference materials are available for purchase at www.psionlinestore.com or by calling the PSI Online Store, toll-free, at (866) 589-3088.

Titles currently in stock are listed on the order form near the end of this candidate information bulletin.

Builder's Book Depot and Contractor's Resource
Phoenix, Arizona
(877) 624-2562 (toll-free)

Professional Booksellers
Nashville, Tennessee
(800) 572-8878 (toll-free)

Contractors Library in Florida
Hudson, Florida
(800) 571-4777 (toll-free)

The Bookmark
Lenexa, Kansas
(800) 642-1288 (toll-free)

Contractors Seminars, Inc.
Columbia, South Carolina
(803) 772-9596 or (866) 772-9596
www.scexams.com

NOTE: All Burglar and Fire Alarm Contractor candidates are required to pass the Alarm Code of Laws Examination and the technical alarm examination of the specific license category in which they are applying. All other commercial General and Mechanical Contractor candidates are required to pass the Business Management and Law for Contractors Examination in addition to any technical examinations required for the specific license category or subcategory in which they are applying.



EXAMINATION REGISTRATION AND SCHEDULING PROCEDURES

The Examination Registration Form is found at the end of this Candidate Information Bulletin. Be sure the registration form is complete, accurate, and signed. Be sure to include all attachments and the correct fees. The registration form is valid for **1 examination** appointment. If you want to take more than 1 examination, you must complete an Examination Registration Form for each examination. You must first register to be eligible for an examination and upon approval by PSI then schedule an appointment to take the examination. Your eligibility is valid for 1 year.

STANDARD MAIL REGISTRATION

1. Complete the Examination Registration Form found in this Candidate Information Bulletin. **BE SURE TO READ ALL DIRECTIONS CAREFULLY BEFORE COMPLETING THE EXAMINATION REGISTRATION FORM. IMPROPERLY COMPLETED FORMS WILL BE RETURNED TO YOU UNPROCESSED.**

Return the completed original form to PSI with the appropriate examination fee(s). Payment of fees can be made by money order or cashier's check. Money orders or cashier's checks should be made payable to PSI. Print your social security number on your check or money order to ensure that your fees are properly assigned. **CASH, COMPANY CHECKS, PERSONAL CHECKS, MASTERCARD, AND VISA ARE NOT ACCEPTED.**

2. Upon receipt of your completed Examination Registration Form and fees, a Registration Confirmation Notice will be mailed to you. *If your application or fees are not correct, we will return them to you immediately with instructions on correct application procedures.*
3. Please allow 2 weeks to process your Registration Confirmation Notice. If you do not receive your Confirmation Notice within 2 weeks, call (800) 733-9267 to verify your status.

FAX REGISTRATION

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

1. Complete the Examination Registration Form, including your credit card number and expiration date.
2. Fax the completed form (both sides) to PSI at (702) 932-2666. Express Fax registrations are accepted 24 hours a day.
3. Allow 4 business days for processing. To schedule the examination(s) call (800) 733-9267.

TELEPHONE REGISTRATION

For Express Telephone Registration, you will need a valid VISA or MasterCard. **You may only use the telephone registration for retake examinations.**

1. Complete the Examination Registration Form, including your credit card number and expiration date, so that you will be prepared with all of the information needed to register by telephone.
2. Call (800) 733-9267, 24 hours a day and register using the Automated Registration System. Otherwise, PSI registrars are available between 8:00 a.m. and 8:00 p.m., Eastern Time, to receive the information listed on your Examination Registration Form and schedule your appointment for the examination.

INTERNET REGISTRATION

The Examination Registration Form is available at PSI's website, <http://www.psiexams.com>. You may register and schedule for an examination via the Internet 24 hours a day. NOTE: You may schedule through the Internet if you have already registered. **You may only use the internet registration for retake examinations.**

1. Complete the registration form on line and send it to PSI via the Internet.
2. Upon completion of the online registration form, you will be given the available dates for scheduling your examination.

SCHEDULING AN APPOINTMENT TO TAKE THE EXAMINATION

You must allow 2 full business days from the time PSI receives your Examination Registration Form and you will be sent a confirmation notice. Once confirmed, you are responsible for calling PSI to schedule an appointment to take the examination. PSI will make every effort to schedule the examination site location and time that is most convenient for you. To schedule



your examination using a touch-tone phone, call PSI 24 hours a day at (800) 733-9267 (800-R-E-EXAMS). To schedule with a PSI registrar, call Monday through Friday, between 7:30 am and 8:00 pm and Saturday, between 11:00 am and 5:00 pm, Eastern Time. If space is available in the examination site of your choice, you may schedule an examination 1 day prior to the examination date of your choice, up to 7:00pm ET. Please be prepared to offer alternative examination appointment choices.

Note: only the candidate may schedule an appointment through a CSR, not a friend or relative.

RESCHEDULING FOR AN 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 to schedule or reschedule an examination. Examinations (with the exception of the Burglar and Fire Alarm) may only be taken 2 times in a 12-month period and thereafter only once in six months. Burglar and Fire Alarm may test as often as desired.

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. If you elect not to disclose your social security number to PSI, please enclose a separate letter explaining this with your Examination Registration Form. However, you **must** provide it to the state.

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 should request for alternative arrangements with PSI. Requests for any special accommodations should be made in writing, describing the specific accommodations that will be

needed, and must include supporting documentation on official letterhead from a licensed professional. Please allow up to 2 weeks for the special accommodation approval and arrangement.

CANCELING OR RESCHEDULING AN EXAMINATION APPOINTMENT

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

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

MISSED APPOINTMENT OR LATE CANCELLATION

Your registration will be invalid, and 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; or;
- Do not appear for your examination appointment;
- Arrive after examination start time;
- Do not present proper identification when you arrive for the examination.

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.



EXAMINATION SITE LOCATIONS

GREENVILLE/SPARTANBURG

Park East, Anderson Building
150 Executive Center Drive, Suite 112
Greenville, South Carolina 29615

From I-85, take I-385 North towards Greenville. Take Roper Mountain exit (Exit 37) and go right (East). Turn right at first street (Independence Blvd). Go 0.7 miles and turn left on Executive Center Drive. The Anderson Building will be on your right.

COLUMBIA

Synergy Business Park
Congaree Building
121 Executive Center Drive, Suite 247
Columbia, South Carolina 29210

From I-20, take exit 63 (Bush River Road). Proceed West and turn right on Berryhill Road. Turn left on Executive Center Drive.

CHARLESTON

4600 Goer Drive, Suite 112A
North Charleston, South Carolina 29406

At juncture of I-26 and I-526, head Southeast in the direction of Charleston. Next exit is Montague Ave, exit East Montague. Take first right at Sheraton Hotel (this is Goer Drive, formerly Marriott Drive).

Coming from Charleston, exit at East Montague. Continue East and take the first right on to Goer Drive. Site is adjacent to the Sheraton Hotel.

Upon entering the building, site is Room 112A, left down the hall

BEAUFORT/HILTON HEAD

Regions Bank Building
69 Robert Smalls Pky/SC-170, Unit 4D
Beaufort, South Carolina 29906

From I-95, take the US-17N exit (Exit Number 33) towards Beaufort. After approximately 9 miles, US 21 splits off to the right and goes to Beaufort and US 17 goes to the left towards Charleston. Continue towards Beaufort on US 21 for approximately 12 miles. Turn sharp right onto SC 170 (McDonalds is on the corner) and continue for .3 miles. The building is on your left.

MYRTLE BEACH

1601 North Oak Street, Suite 305
Myrtle Beach, South Carolina 29577

From SC-17, take SC-501 East toward Myrtle Beach. SC-501 becomes Main Street. Turn left on Oak Street. At 16th Street, turn left into Myrtle Offices driveway. Loop around counter clockwise to the back of the building.

CHARLOTTE

Tyvola Executive Park 1
5701 Westpark Dr, #202
Charlotte, NC 28217

From I-77S towards Columbia, exit Tyvola Road (Exit #5). Turn left at Tyvola Road. Make a right at Westpark Dr.

From I-77N, exit Tyvola Road (Exit #5) towards Coliseum Area. Bear right at Tyvola Road. Turn right at Westpark Dr.

REPORTING TO THE EXAMINATION SITE

On the day of the examination, you should arrive at least 30 minutes before your appointment. This extra time is for sign-in, identification, and familiarizing you with the examination process. *If you arrive late, you may not be admitted to the examination site and you will forfeit your examination registration fee.*

REQUIRED IDENTIFICATION AT EXAMINATION SITE

You must provide 2 forms of identification. One must be a VALID form of government issued identification (driver's license, state ID, passport), 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.

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.

After you sign-in and present the required identification, the proctor will issue you the following examination materials.

- Scratch paper
- Figure booklet(s)
- Set of plans



SECURITY PROCEDURES

The Commercial Contractors examinations are OPEN book. Candidates may bring reference books listed in this bulletin. Reference books may be highlighted, underlined, and/or indexed. They must be otherwise unmarked (not written in) and may not contain additional papers (loose or attached). **Proctors will thoroughly inspect all books before and after your examination.**

Reference books may not have removable tabs. The list below is a guide only, and does not guarantee that you will be able to use them. However if they are applied correctly, these tabs will stick onto pages and will tear the page if you try to remove them. This is only a sample list.

NO MATTER WHAT IS ON THE TAB PACKAGE, IF THE PSI PROCTOR IS ABLE TO REMOVE THE TABS WITHOUT RIPPING THE PAGE, YOU WILL NEED TO REMOVE THE TABS BEFORE YOU TAKE THE EXAM. DO NOT USE THE TABS THAT HAVE PAPER INSERTS. THE PAPER INSERTS WILL BE REMOVED.

These items can be purchased at a local Office Depot store, or visit www.avery.com, www.officedepot.com, or www.staples.com.

Acceptable Tabs
Avery Swift Tabs Self-Adhesive Permanent Plastic Tabs
Redi-Tag Self-Stick Permanent Adhesive Index Tabs
Unacceptable Tabs
Post-It Index Flags
Post-It Flags

THESE REFERENCES WILL NOT BE AVAILABLE IN THE EXAMINATION CENTER.

The following security procedures will apply during the examination:

- ❑ Cell phones, pagers, and children are not allowed in the examination site.
- ❑ 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 in the examination site.
- ❑ Copying or communicating examination content is a violation of security regulations. Either one may

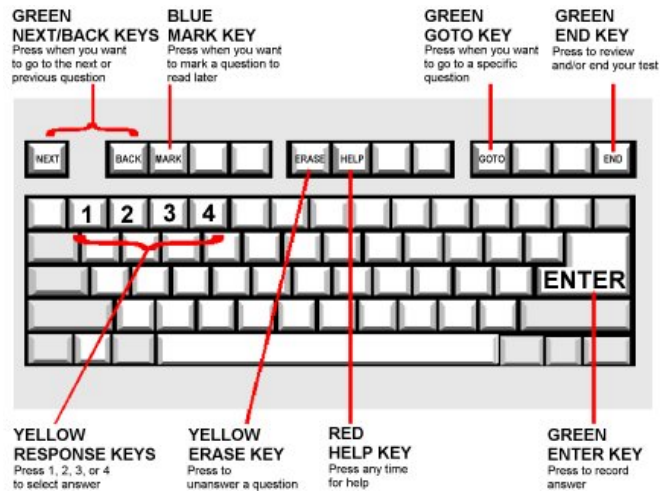
result in the disqualification of examination results and may lead to legal action under copyright laws.

REVIEW OF EXAMINATION QUESTIONS

PSI, in cooperation with the South Carolina Contractors' Licensing Board, will be consistently evaluating the examinations being administered to ensure that the examinations accurately measure competency in the required knowledge areas. Comments may be entered 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.**

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 the mouse.



SCORE REPORTING

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 as part of 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:

Question: 3 of 40 Answered: 2 Unanswered: 1 Marked: 0 View: All Time Left(Min): 359

3. What do the stars on the United States of America's flag represent?

(Choose from the following options)

- 1. Presidents
- 2. Colonies
- 3. States
- 4. Wars

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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.

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 and performance summary on the screen.
- If you do not pass, you will immediately receive an unsuccessful notification on the screen along with a printed 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 result report will be printed at the examination site.

DUPLICATE SCORE REPORTS

You can write to PSI to request a duplicate of your score report. The fee for a duplicate score report is \$15. *Money Order or cashier's check ONLY.*

SCOPE OF WORK, EXAMINATION CONTENTS, AND EXAMINATION REFERENCES

1. AIR CONDITIONING EXAMINATION CONTENT OUTLINE

There are 80 questions in this examination. You will need to answer 56 questions correctly in order to pass. You are allowed 4 hours to complete this examination. **NOTE:** All Air Conditioning - Commercial Contractor candidates are required to pass the Business Management and Law for Contractors Examination and the Air Conditioning Examination.

Air Conditioning Scope of Work

Air Conditioning which includes the installation, replacement, alteration, and repair of air conditioning equipment and systems which consist of a number of components necessary to produce conditioned air for environmental heating or cooling or both, within buildings. Hot water or steam heating systems or components are not included under this classification.

Air Conditioning Examination Content

1. General Piping (1 Item)
2. General Tubing (1 Item)
3. Pipe Assembly (1 Item)
4. Piping Systems (4 Items)
5. Drain Piping (1 Item)
6. Valves (1 Item)
7. Piping Specialties (1 Item)
8. Pumps (2 Items)
9. Piping Insulation (1 Item)
10. Hangers and Supports (General) (1 Item)
11. Mechanical Sound, Vibration, and Seismic Control (1 Item)
12. Water Treatment for Mechanical Systems (1 Item)
13. Heating and Cooling Principles (2 Items)
14. Refrigerants (1 Item)
15. Load Calculations (7 Items)
16. Heating and Cooling Equipment (1 Item)
17. Air Compressors (1 Item)

18. Testing, Adjusting, and Balancing (TAB) (2 Items)
19. HVACR Control Fundamentals (1 Item)
20. Control Schematics and Wiring Diagrams (1 Item)
21. HVACR Control Systems (1 Item)
22. Machine Room (1 Item)
23. Air Conditioning Systems (3 Items)
24. Heat Pumps (4 Items)
25. Furnaces (Warm Air Heating Equipment) (2 Items)
26. Specialized Heaters (2 Items)
27. Chimneys, Flues, Vents, and Vent Connectors (3 Items)
28. Combustion Air (2 Items)
29. General Fuel Knowledge (1 Item)
30. Natural Gas (2 Items)
31. LP Gas (2 Items)
32. General Duct Systems Knowledge and Principles (4 Items)
33. Duct Conversions/Equivalencies (4 Items)
34. Mechanical Sheet Metal Devices/Systems (2 Items)
35. Duct System Components (5 Items)
36. Metal Ducts (3 Items)
37. Fiberglass Ducts (1 Item)
38. Filtering Systems (1 Item)
39. Ventilation Equipment and Devices (1 Item)
40. Exhaust Systems (2 Items)
41. Safety (2 Items)

Air Conditioning Reference Books

1. ***International Mechanical Code***, 2006, International Code Council Inc., Contact ICBO (800) 284-4406 or BOCA (800) 214-4231, or SBCCI (205) 591-1853
2. ***International Fuel Gas Code***, 2006, International Code Council Inc., Contact ICBO (800) 284-4406 or BOCA (800) 214-4231, or SBCCI (205) 591-1853



3. *Code of Federal Regulations - 29 CFR Part 1926 Revised as of 2008 (OSHA)*, Superintendent of Documents, PO Box 371954, Pittsburgh, PA 15250-7954, 888-293-6498, www.osha.gov **OR** *Code of Federal Regulations - 29 CFR Part 1926 Selections as of 2008 by PSI*, (800) 733-9267, (See order form at the end of this bulletin.)
4. *Manual N - Load Calculation for Commercial Summer and Winter Air Conditioning (using unitary equipment)*, 1988, 4th Edition, Air Conditioning Contractors of America, 1712 New Hampshire Avenue N.W., Washington, DC 20009
5. *Manual D - Residential Duct Systems*, 3rd Edition, Air Conditioning Contractors of America, 1712 New Hampshire Avenue N.W., Washington, DC 20009
6. *Manual J - Load Calculation for Residential Winter and Summer Air Conditioning*, 1986, 7th Edition, Air Conditioning Contractors of America, 1712 New Hampshire Avenue N.W., Washington, DC 20009
7. *Pipefitter's Handbook*, 1967, 3rd Edition, Forest R. Lindsey, Industrial Press, Inc., 200 Madison Avenue, New York, NY 10016
8. *ACCA Ductulator*, Air Conditioning Contractors of America, 1712 New Hampshire Avenue N.W., Washington, DC 20009
 - 8.1. *Refrigeration and Air Conditioning*, 3rd Edition, ARI, Prentice Hall, Order Processing Center, PO Box 11071, Des Moines, IA 50336-1071
 - 8.2. *Modern Refrigeration and Air Conditioning*, 2004, Goodheart-Wilcox Company, Inc., 18604 W. Creek Drive, Tinley Park, IL 60477-6243
 - 8.3. *Trane Air Conditioning Manual*, 1996, TRANE Company, 8929 Western Way, Suite #1, Jacksonville, FL 32256
 - 8.4. *ASHRAE Handbook of Fundamentals*, 1997, American Society of Heating, Refrigeration, and Air Conditioning Engineers, 1791 Tullie Circle, Atlanta, GA 30329

2. ALARM CODE OF LAWS EXAMINATION CONTENT OUTLINE

There are 20 questions in this examination. You will need to answer 14 questions correctly in order to pass. You are allowed 1 hour to complete this examination. **NOTE:** All Burglar Alarm and Fire Alarm Contractor candidates are required to pass the Alarm Code of Laws Examination

and the technical examination of the specific license subcategory in which they are applying.

Alarm Code of Laws Scope of Work

The Alarm Code of Laws regulates what an alarm contractor can and cannot do in the business of alarm contracting within the State of South Carolina and it is very important that the applicant is aware of the laws regulating alarm contracting in order to avoid a fine or penalty.

Alarm Code of Laws Examination Content

South Carolina Code of Laws regulating alarm contractors.

Alarm Code of Laws Reference Book

Chapter 79 of the South Carolina Code of Laws, Burglar and Fire Alarm Contractors' License Law, 2001, is part of the PSI alarm application package or can be obtained from the SC Department of Labor, Licensing Regulation – SC Contractors' Licensing Board, 110 Centerview Dr., Suite 102 Columbia, SC 29210 or web site: <http://www.llr.state.sc.us/POL/Contractors>

NOTE: All Burglar and Fire Alarm Contractor candidates are required to pass the Alarm Code of Laws Examination and the technical alarm examination of the specific license category in which they are applying.

3. ASPHALT PAVING EXAMINATION CONTENT OUTLINE

There are 50 questions in this examination. You will need to answer 35 questions correctly in order to pass. You are allowed 3 hours to complete this examination. **NOTE:** All Asphalt Paving - Commercial Contractor candidates are required to pass the Business Management and Law for Contractors Examination and the Asphalt Paving Examination.

Asphalt Paving Examination Content

1. Paving - Compaction and Stabilization (9 Items)
2. Paving - Asphalt Paving Procedures (9 Items)
3. Paving - Asphalt Properties and General Uses (10 Items)
4. Paving - Asphalt Emulsions - Uses and Application (6 Items)
5. Paving - Asphalt Maintenance Applications (8 Items)



6. Concrete (8 Items)

Asphalt Paving Reference Books

1. *Construction Planning, Equipment, and Methods*, 2005, 7th Edition, R.L. Peurifoy, McGraw-Hill Publishing, Inc., PO Box 545, Blacklick, OH 43004-0545
2. *MS-5 - Introduction to Asphalt*, 1986, 8th Edition, Asphalt Institute, Lexington, KY 40512-4052
3. *The Contractor's Guide to Quality Concrete Construction*, 2005, 3rd Edition, American Concrete Institute, 38800 International Way/Country Club Drive, PO Box 9094, Farmington Hills, MI 48333
4. *Excavation and Grading Handbook*, 2006, Craftsman Book Company, PO Box 6500, Carlsbad, CA 92018
5. *Standard Specifications for Highway Construction*, 2000 South Carolina Department of Highways & Public Transportation, PO Box 191, Columbia, SC 29202 (Effective June 1, 2007 this reference will be updated: *Standard Specifications for Highway Construction*, 2007, South Carolina Department of Highways & Public Transportation, PO Box 191, Columbia, SC 29202, (803 737-4533) You may use either edition.

4. BOILER INSTALLATION EXAMINATION **CONTENT OUTLINE**

There are 50 questions in this examination. You will need to answer 35 questions correctly in order to pass. You are allowed 3 hours to complete this examination. **NOTE:** All Boiler Installation - Commercial Contractor candidates are required to pass the Business Management and Law for Contractors Examination and the Boiler Installation Examination.

Boiler Installation Scope of Work

'Boiler installation' which includes those who are qualified to install, repair, and service boilers and boiler piping including the boiler auxiliary equipment, controls, and actuated machinery and dryer rolls. To qualify for this subclassification, a person must pass a technical examination administered by the board or must be the holder of the American Society of Mechanical Engineers (ASME) 'S' stamp or hold the National Board of Boiler and Pressure Vessel Inspectors (NBBPVI) 'R' stamp and meet the requirements for licensure according to this chapter."

1. Code Compliance (10 Items)
2. Boilers - Low Pressure (12 Items)
3. Boilers - High Pressure (8 Items)
4. Boilers - Steam Traps (5 Items)
5. Boilers - Safety (5 Items)
6. Piping (4 Items)
7. Welding (6 Items)

Boiler Installation Reference Books

1. *International Mechanical Code*, 2006, International Code Council Inc., Contact ICBO (800) 284-4406 or BOCA (800) 214-4231, or SBCCI (205) 591-1853
2. *International Fuel Gas Code*, 2006, International Code Council Inc., Contact ICBO (800) 284-4406 or BOCA (800) 214-4231, or SBCCI (205) 591-1853
3. *NFPA 85 - Single Burner Boiler Operations*, 2007, National Fire Protection Association, 11 Tracey Avenue, Avon, MA 02322
4. *Low Pressure Boilers*, 1994, Frederick M. Steingress
5. *High Pressure Boilers*, 1993, 2nd Edition, Frederick M. Steingress & Harold J. Frost
6. *Pipefitter's Handbook*, 1967, 3rd Edition, Forest R. Lindsey, Industrial Press, Inc., 200 Madison Avenue, New York, NY 10016
7. *Pipe Welding Procedures*, 1973, H. Rampaul, Industrial Press, Inc., 200 Madison Avenue, New York, NY 10016
8. *System Design Manual - Part III: Piping Design, Carrier*, 1960, Carrier Air Conditioning Company, Carrier Parkway, Literature Distribution, Bldg. 8, PO Box 4808, Syracuse, NY 13221

5. BRIDGES EXAMINATION CONTENT OUTLINE

There are 50 questions in this examination. You will need to answer 35 questions correctly in order to pass. You are allowed 3 hours to complete this examination. **NOTE:** All Bridges - Commercial Contractor candidates are required to pass the Business Management and Law for Contractors Examination and the Bridges Examination.

1. Concrete (12 Items)
2. Concrete - Reinforcing Steel (5 Items)
3. Concrete Formwork (4 Items)



4. Structural Steel (8 Items)
5. Pile Driving/Sitework (8 Items)
6. Paving (3 Items)
7. Safety - Code of Federal Regulations (5 Items)
8. Estimating (3 Items)
9. Business – Math (2 Items)

Bridges Reference Books

1. *Code of Federal Regulations* - 29 CFR Part 1926 Revised as of 2008 (OSHA), Superintendent of Documents, PO Box 371954, Pittsburgh, PA 15250-7954, 888-293-6498, www.osha.gov **OR** Code of Federal Regulations - 29 CFR Part 1926 Selections as of 2008 by PSI, (800) 733-9267, (See order form at the end of this bulletin.)
2. *Standard Specifications for Highway Construction*, 2000 South Carolina Department of Highways & Public Transportation, PO Box 191, Columbia, SC 29202 (Effective June 1, 2007 this reference will be updated: *Standard Specifications for Highway Construction*, 2007, South Carolina Department of Highways & Public Transportation, PO Box 191, Columbia, SC 29202, (803 737-4533) You may use either edition.
3. *The Contractor's Guide to Quality Concrete Construction*, 2005, 3rd Edition, American Concrete Institute, 38800 International Way/Country Club Drive, PO Box 9094, Farmington Hills, MI 48333

6. (LIMITED) BUILDING CONTRACTOR EXAMINATION CONTENT OUTLINE

There are 80 questions in this examination. You will need to answer 56 questions correctly in order to pass. You are allowed 4 hours to complete this examination. **NOTE:** All Limited Building Contractor candidates are required to pass the Business Management and Law for Contractors Examination and the Limited Building Contractor Examination.

(Limited) Building Contractor Scope of Work

For Group #1, #2, and #3 limitations to construct or remodel commercial or residential buildings. Construction is limited to 3 stories in height.

Licenses under this classification may perform ancillary work, including grading, associated with the building or

structure which the licensee has been engaged to construct. However, if a project includes work performed under a Mechanical Contractor sub-classification or any of these license subclassifications, the licensee must have a license in the appropriate license classification or subclassification to perform the work: Swimming Pools, Bridges, Boring and Tunneling, Water and Sewer Lines, Pipe Lines, Railroad Lines, Specialty Roofing, Marine, Water and Sewer Plants, and Asphalt Paving.

(Limited) Building Contractor Examination Content

1. Sitework (7 Items)
2. Concrete (10 Items)
3. Masonry (10 Items)
4. Metals (10 Items)
5. Carpentry (12 Items)
6. Thermal and Moisture Protection (9 Items)
7. Doors and Windows (2 Items)
8. Finishes (2 Items)
9. Safety (5 Items)
10. General Code, Plan Reading and Estimating (13 Items)

(Limited) Building Contractor Reference Books

1. *International Building Code*, 2006, International Code Council Inc., Contact ICBO (800) 284-4406 or BOCA (800) 214-4231 or SBCCI (205) 591-1853
2. *Code of Federal Regulations* - 29 CFR Part 1926 Revised as of 2008 (OSHA), Superintendent of Documents, PO Box 371954, Pittsburgh, PA 15250-7954, 888-293-6498, www.osha.gov **OR** Code of Federal Regulations - 29 CFR Part 1926 Selections as of 2008 by PSI, (800) 733-9267, (See order form at the end of this bulletin.)
3. *Modern Masonry*, 2003, Kicklighter, Goodheart-Wilcox Company, Inc., 18604 W. Creek Drive, Tinley Park, IL 60477-6243
4. *Handling and Erection of Steel Joists and Joist Girders*, 1987 or 2006 edition, Steel Joist Institute, 3127 10th Avenue North Extension, Myrtle Beach, South Carolina 29577-6760, www.steeljoist.org
5. *Carpentry & Building Construction*, 6th Edition, 2004, Feirer, Hutchings and Feirer, ISBN 007822702X, Glencoe-McGraw-Hill, (800) 334-7344, P.O. Box 543, Blacklick, OH 43004,



<https://www.mcgrawhill.ca/highereducation/php/booinfo.php?isbn=007822702X&pNumber=336830>

(You may also use the 1997 edition, ISBN 002838699X).

6. **Roofing Construction and Estimating**, 1995, Daniel Atcheson, Craftsman Book Company, PO Box 6500, Carlsbad, CA 92018
7. **Contractor's Guide to Quality Concrete Construction**, 2nd Edition, 1998; American Concrete Institute, POB 9094, Farmington Hills, MI 48333 248/848-3700, [//www.aci-int.org/](http://www.aci-int.org/)
8. **Pipe and Excavation Contracting**, 1987; ISBN#0-934041-22-9, Dave Roberts, Craftsman Book Company, P.O. Box 6500, Carlsbad, CA 92018, 800/829-8123, www.craftsman-book.com/cbcstore/

7. (UNLIMITED) BUILDING CONTRACTOR

EXAMINATION CONTENT OUTLINE

NASCLA-Accredited

There are 115 questions in this examination. You will need to answer 81 questions correctly in order to pass. You are allowed 330 minutes to complete this examination. **NOTE:** All Unlimited Building Contractor candidates are required to pass the Business Management and Law for Contractors Examination and the Unlimited Building Contractor Examination.

(Unlimited) Building Contractor Examination Content

1. Estimating, Bidding, and Preconstruction Services (23 Items)
2. Project Management (28 Items)
3. Project Construction (32 Items)
4. Project Closeout (9 Items)
5. Business and Financial Management (23 Items)

NASCLA ACCREDITED

For the Building Construction Examination (Commercial) PSI administers the NASCLA-Accredited Examination for Commercial Building Contractors. PSI is a NASCLA-Approved Provider of Examinations.

(Unlimited) Building Contractor Reference Books

1. The Guide to Good Practice for Handling, Installing, Restraining, and Bracing of Metal Plate Connected Wood Trusses – 2006, Author- Wood Truss Council of America and Truss Plate Institute, Publisher- Wood Truss Council of America, One WTCA Center, 6300 Enterprise Lane, Madison, WI 53719, Phone (608) 274-4849, URL-www.woodtruss.com Contact-wtca@woodtruss.com
2. Construction Jobsite Management, 2nd edition, 2003, Author- William R. Mincks, Hal Johnston, Publisher- Delmar/Thomson Learning, PO Box 6904, Florence, KY 41022-6904, Phone (800) 347-7707, Fax (800) 487-8488, URL-www.delmarlearning.com, ISBN: 140180912X
3. NASCLA Contractors' Guide to Business, Law and Project Management, Basic Eighth Edition, 2009, Publisher- National Association of State Contractors Licensing Agencies (NASCLA), PO Box 14941, Scottsdale, AZ 85267, Phone (480) 948-3363, Fax (480) 948-411, ISBN: 1-889834-96-3, URL-www.nascla.org
4. Erectors' Manual - Standards and Guidelines for the Erection of Pre Cast Concrete Products, 1999, 2nd Edition, Publisher- Precast/Prestressed Concrete Institute (PCI), 209 W. Jackson Blvd, Chicago, IL 60606-6938, Phone (312) 786-0300, Fax (312) 786-0353, URL- www.pci.org, ISBN: 0-937949-56-8
5. Training and Certification of Field Personnel for Un-bonded Post-Tensioning - Level 1 Field Fundamentals, 2003, 3rd Edition, Publisher- Post-Tensioning Institute, 1717 W. Northern Avenue, Suite 114, Phoenix, AZ 85021, Phone (602) 870-7540, Fax (602) 870-7541, URL- www.post-tensioning.org, ISBN: 1931085250
6. Management of Construction Projects - A Constructor's Perspective, 2002, 1st Edition, Author- John E. Schaufelberger, Len Holm, Publisher- Prentice-Hall PTR, 200 Old Tappan Road, Old Tappan, NJ 07675, Phone (800) 382-3419, (800) 922-0579, Fax (201) 236-7141, URL-www.prenhall.com, ISBN: 0130846783
7. SDI (Steel Deck Institute) Manual of Construction with Steel Deck, 2006, 2nd Edition, Publisher-Steel Deck Institute, PO Box 25, Fox River Grove, IL 60021, Phone (847) 458-4647, Fax (847) 458-4648, URL- www.sdi.org
8. Pipe and Excavation Contracting, 1987; 2004 reprint, Author-Dave Roberts, Publisher-Craftsman Book Company, P.O. Box 6500, Carlsbad, CA 92018, Phone (800) 829-8123, Fax (631) 924-6580, URL- <http://craftsman->



- [book.com/products/](http://www.craftsman-book.com/products/), Contact- www.Craftsman-book.com, ISBN: 0-934041-22-9
9. *Gypsum Construction Handbook*, 2009 Edition, Publisher- United States Gypsum Company (USG), 125 S. Franklin Street, Chicago, IL 60606, Phone (800) 874-4968, URL- <http://www.usg.com>, ISBN: 0-9636862-2-4
 10. *Placing Reinforcing Bars, Recommended Practices*, 2005, 8th edition, Author- Concrete Reinforcing Steel Institute, Publisher- Concrete Reinforcing Steel Institute, 933 North Plum Grove Rd, Schaumburg, IL 60173, Phone (800) 328-6306, URL- <http://www.crsi.org/>
 11. *Handling and Erection of Steel Joists and Joist Girders*, 2006, 2nd Edition, Author- Steel Joist Institute, Publisher- Steel Joist Institute, 3127 10th Avenue North Extension, Myrtle Beach, SC 29577-6760, Phone (843) 626-1995, Fax (843) 626-5565, URL- www.steeljoist.org/publications
 12. *Modern Masonry: Brick, Block, Stone*, 2003, Author- Clois E. Kicklighter, Publisher- The Goodheart-Willcox Company, Inc., 18604 West Creek Dr, Tinley Park, IL 60477-6243, Phone (800) 323-0440, Fax (888) 409-3900, URL- <http://www.goodheartwillcox.com/>, ISBN: 1-56637-962-8
 13. *Principles and Practices of Commercial Construction*, 2008, 8th Edition, Author- Cameron K. Andres and Ronald C. Smith, Publisher- Pearson Education, Inc., One Lake Street, Upper Saddle River, NJ 07458, Phone (201) 236-7000, URL- pearsoned.com, ISBN: 0-13-048292-7
 14. *Code of Federal Regulations - 29 CFR Part 1926 (OSHA)*, 2008, Superintendent of Documents, PO Box 371954, Pittsburgh, PA 15250-7954, 888-293-6498, <http://www.access.gpo.gov/nara/cfr/cfr-table-search.html#page1> **OR** *Code of Federal Regulations - 29 CFR Part 1926 Selections by PSI*, 2008, 3210 E Tropicana, Las Vegas, NV 89121, (800) 733-9267, www.psiexams.com, (See order form at the end of the Candidate Information Bulletin.
 15. *Carpentry and Building Construction*, 6th edition, 2004, Author- John L. Feirer and Mark D. Feirer, Publisher- Glencoe/McGraw-Hill, PO Box 543, Blacklick, OH 43004, Phone (800) 334-7344, Fax (614) 755-5682, URL- www.glencoe.com, ISBN: 0-07-822702-X
 16. *ANSI Accessible and Usable Buildings and Facilities*, 2003, American National Standards Institute, 1819 L Street NW, Washington, DC 20036, (202) 293-8020, www.ansi.org
 17. *Roofing Construction and Estimating*, Daniel Atcheson, 1995, Craftsman Book Company, (800) 829-8123, www.craftsman-book.com/products/, ISBN 1-57218-007-2
 18. *The Contractor's Guide to Quality Concrete Construction*, 2005, 3rd Edition, American Concrete Institute, (248) 848-3700, www.aci-int.org, ISBN: 0-87031-167-0

8. BURGLAR ALARM EXAMINATION CONTENT OUTLINE

There are 50 questions in this examination. You will need to answer 35 questions correctly in order to pass. You are allowed 3 hours to complete this examination. **NOTE:** All Burglar Alarm candidates are required to pass the Alarm Code of Laws Examination and the Burglar Alarm Examination.

1. General Electrical Knowledge (14 Items)
2. Low – Voltage (9 Items)
3. Intrusion Detection and Alarm Systems (10 Items)
4. Alarm Technology (17 Items)

Burglar Alarm Reference Books

1. *NFPA 70 National Electrical Code or National Electrical Code Handbook*. 2005. National Fire Protection Association, (800) 344-3555, www.nfpa.org
2. *Understanding and Servicing Alarm Systems*, 1999, 3rd Edition, H. William Trimmer, Butterworth-Heinemann, 225 Wildwood Avenue, Attn: Order Processing Department, Woburn, MA 01801
3. *Security: A Guide to Security System Design and Equipment Selection and Installation*, 1992, 2nd Edition, Neil Cumming, Butterworth-Heinemann, 225 Wildwood Avenue, Attn: Order Processing Department, Woburn, MA 01801
4. *Security Industry Dictionary, 2nd Edition*, 2000, National Burglar and Fire Alarm Association (NBFAA), National Training School (Contact Ann Dowdy, NBFAA/NTS Education & Standards Coordinator), Tel. (866) 636-1687, Fax (985) 626-8128, nts@alarm.org
5. *Certified Alarm Technician Level 1 Student Manual*, National Burglar and Fire Alarm Association (NBFAA), National Training School (Contact Ann Dowdy, NBFAA/NTS Education &



9. BUSINESS MANAGEMENT AND LAW FOR COMMERCIAL CONTRACTORS CONTENT OUTLINE

There are 50 questions in this examination. You will need to answer 35 questions correctly in order to pass. You are allowed 2 hours to complete this examination. **NOTE:** All Commercial Contractor candidates, except Fire Alarm and Burglar Alarm candidates, are required to pass the Business Management and Law for Contractors Examination and the technical of the specific license subcategory that they are applying for. If a candidate has passed the Business and Management exam for the Residential Builder's exam they will NOT need to take this Business and Management Law for Commercial Contractors exam.

1. Business Management (2 Items)
2. Estimating and Bidding (10 Items)
3. Contracts and Agreements (12 Items)
4. Project Management (5 Items)
5. Insurance and Bonding (2 Items)
6. Safety Recordkeeping and Reporting (1 Item)
7. Labor Laws and Employment Regulations (3 Items)
8. Financial Management (6 Items)
9. Tax Laws (3 Items)
10. Liens (3 Items)
11. Environmental Laws and Regulations (3 Items)

Business Management and Law for Commercial Contractors Reference Book

South Carolina, Contractors Guide to Business, Law and Project Management, 5th Edition (2006), National Association of State Contractors Licensing Agencies, PO Box 14941, Scottsdale, AZ 85267, (888) 755-9765. (See the order form at the end of this bulletin).

10. CONCRETE EXAMINATION CONTENT OUTLINE

There are 50 questions in this examination. You will need to answer 35 questions in order to pass. You are allowed 3 hours to complete this examination.

NOTE: All Concrete Contractor candidates are required to pass the Business Management and Law for Contractors Examination and the Concrete Examination.

1. Safety (6 Items)
2. Concrete - Earthwork (7 Items)
3. Concrete (15 Items)
4. Concrete - Reinforcement (10 Items)
5. Concrete - Formwork (12 Items)

Concrete Reference Books

1. *International Building Code*, 2006, International Code Council Inc., Contact ICBO (800) 284-4406 or BOCA (800) 214-4231 or SBCCI (205) 591-1853
2. *Code of Federal Regulations* - 29 CFR Part 1926 Revised as of 2008 (OSHA), Superintendent of Documents, PO Box 371954, Pittsburgh, PA 15250-7954, 888-293-6498, www.osha.gov **OR** Code of Federal Regulations - 29 CFR Part 1926 Selections as of 2008 by PSI, (800) 733-9267, (See order form at the end of this bulletin.)
3. *Formwork for Concrete*, 2005, 7th Edition, M.K. Hurd American Concrete Institute, 38800 International Way/ Country Club Drive, PO Box 9094, Farmington Hills, MI 48333
4. *The Contractor's Guide to Quality Concrete Construction, 2005*, 3rd Edition, American Concrete Institute, 38800 International Way/ Country Club Drive, PO Box 9094, Farmington Hills, MI 48333
5. *Placing Reinforcing Bars, Recommended Practices*, 8th Edition, 2005, Concrete Reinforcing Steel Institute, (800) 328-6306, www.crsi.org

11. CONCRETE PAVING EXAMINATION CONTENT OUTLINE

There are 50 questions in this examination. You will need to answer 35 questions correctly in order to pass. You are allowed 3 hours to complete this examination. **NOTE:** All Concrete Paving - Commercial Contractor candidates

are required to pass the Business Management and Law for Contractors Examination and the Concrete Paving Examination.

1. Sitework - Surveying Streets and Highways (2 Items)
2. Sitework - Surveying Buildings (2 Items)
3. Sitework - Measurements and Markings (3 Items)
4. Sitework - Excavating and Grading (4 Items)
5. Sitework - Subbases (5 Items)
6. Sitework - Compaction and Stabilization (5 Items)
7. Concrete (12 Items)
8. Concrete - Formwork (4 Items)
9. Concrete - Reinforcement (4 Items)
10. Safety - Code of Federal Regulations (4 Items)
11. Estimating - Plan Reading (5 Items)

Concrete Paving Reference Books

1. *Code of Federal Regulations - 29 CFR Part 1926 Revised as of 2008* (OSHA), Superintendent of Documents, PO Box 371954, Pittsburgh, PA 15250-7954, 888-293-6498, www.osha.gov **OR** *Code of Federal Regulations - 29 CFR Part 1926 Selections as of 2008* by PSI, (800) 733-9267, (See order form at the end of this bulletin.)
2. *The Contractor's Guide to Quality Concrete Construction, 2005*, 3rd Edition, American Concrete Institute, 38800 International Way/ Country Club Drive, PO Box 9094, Farmington Hills, MI 48333
3. *Standard Specifications for Highway Construction*, 2000, South Carolina Department of Highways, & Public Transportation, PO Box 191, Columbia, SC 29202 (Effective June 1, 2007 this reference will be updated: *Standard Specifications for Highway Construction*, 2007, South Carolina Department of Highways & Public Transportation, PO Box 191, Columbia, SC 29202, (803 737-4533) You may use either edition.
4. *Construction Planning, Equipment, and Methods*, 2005, 7th Edition, R.L. Peurifoy, McGraw-Hill Publishing, Inc., PO Box 545, Blacklick, OH 43004-0545
5. *Excavation and Grading Handbook*, 2006, Craftsman Book Company, PO Box 6500, Carlsbad, CA 92018

12. ELECTRICIAN EXAMINATION CONTENT **OUTLINE**

There are 80 questions in this examination. You will need to answer 56 questions correctly in order to pass. You are allowed 4 hours to complete this examination. **NOTE:** All Electrician - Commercial Contractor candidates are required to pass the Business Management and Law for Contractors Examination and the Electrician Examination.

1. General Electrical Knowledge (9 Items)
2. Service, Feeders, and Branch Circuits (9 Items)
3. Grounding and Bonding (9 Items)
4. Conductors and Cables (9 Items)
5. Raceways and Boxes (9 Items)
6. Special Occupancies and Equipment (2 Items)
7. Electrical Power (7 Items)
8. Motors (7 Items)
9. Low Voltage (2 Items)
10. Lighting (5 Items)
11. Illuminated Signs (2 Items)
12. Fire Detection and Alarm Systems (2 Items)
13. Safety Information (8 Items)

Electrician Reference Books

1. *NFPA 70 National Electrical Code or National Electrical Code Handbook*. 2005. National Fire Protection Association, (800) 344-3555, www.nfpa.org
2. *NFPA 72 - National Fire Alarm Code Handbook*, 2002, National Fire Protection Association, 11 Tracey Avenue, Avon, MA 02322
3. *American Electricians Handbook*, 1996, 14th Edition, Croft/Summers, McGraw-Hill Publishing, Inc., PO Box 545 Blacklick, OH 43004-0545
4. *Code of Federal Regulations - 29 CFR Part 1926 Revised as of 2008* (OSHA), Superintendent of Documents, PO Box 371954, Pittsburgh, PA 15250-7954, 888-293-6498, www.osha.gov **OR** *Code of Federal Regulations - 29 CFR Part 1926 Selections as of 2008* by PSI, (800) 733-9267, (See order form at the end of this bulletin.)



5. *Key Word Index*, 2002, Tom Henry, Tom Henry Bookstore, 7449 Citrus Avenue, Winter Park, FL 32792

13. FIRE ALARM EXAMINATION CONTENT

OUTLINE

There are 50 questions in this examination. You will need to answer 35 questions correctly in order to pass. You are allowed 3 hours to complete this examination. **NOTE:** All Fire Alarm Contractor candidates are required to pass the Alarm Code of Laws Examination and the Fire Alarm Examination.

1. General Electrical Knowledge (15 Items)
2. Low – Voltage (15 Items)
3. Fire Detection and Alarm Systems (20 Items)

Fire Alarm Reference Books

1. *NFPA 70 National Electrical Code or National Electrical Code Handbook*. 2005. National Fire Protection Association, (800) 344-3555, www.nfpa.org
2. *NFPA 72 – National Fire Alarm Code*, 2002, National Fire Protection Association, 11 Tracey Avenue, Avon, MA 02322
3. *Fire Alarm Signaling Systems Handbook*, 2003, 3rd Edition, Bukowski & O'Laughlin, National Fire Protection Association, 11 Tracey Avenue, Avon, MA 02322

14. GENERAL AND MECHANICAL CODE OF LAWS EXAMINATION TAKE HOME CONTENT OUTLINE

There are 40 questions in this examination. A passing grade is 70 percent which equates to answering 28 questions correct out of 40 and each question is worth 4 points. All general and mechanical contractor applicants must complete the Take Home examination that is in the contractor application package. You must return this examination with your application to the Department upon passing all required examinations for the classification(s) that you desire. This examination should be included when you receive this Candidate Information Bulletin.

Scope of Work

Chapter 11 of the South Carolina Code of Laws regulates what a general or mechanical contractor can and cannot do in the business of commercial contracting within the State of South Carolina and is very important that the applicant is aware of the laws regulating commercial contracting in order to avoid a fine or penalty.

Examination Content

South Carolina Code of Laws regulating General and Mechanical Contractors.

General / Mechanical Contractor Code of Laws Take Home Examination Reference Book

An Act to Regulate the Practice of General and Mechanical Contracting, Chapter 11, Title 40, is part of the PSI General/Mechanical Contractor application.

15. GENERAL ROOFING EXAMINATION CONTENT OUTLINE

There are 50 questions in this examination. You will need to answer 35 questions correctly in order to pass. You are allowed 3 hours to complete this examination. **NOTE:** All General Roofing - Commercial Contractor candidates are required to pass the Business Management and Law for Contractors Examination and the General Roofing Examination.

1. Roofing - Substrate (5 Items)
2. Roofing - Steep (27 Items)
3. Roofing - Repairs (9 Items)
4. Roofing - Low Slope (3 Items)
5. Safety (6 Items)

General Roofing Reference Books

1. *International Building Code*, 2006, International Code Council Inc., Contact ICBO (800) 284-4406 or BOCA (800) 214-4231 or SBCCI (205) 591-1853
2. *Roofing Construction and Estimating*, 1995, Daniel Atcheson, Craftsman Book Company, PO Box 6500, Carlsbad, CA 92018
3. *Code of Federal Regulations - 29 CFR Part 1926 Revised as of 2008 (OSHA)*, Superintendent of Documents, PO Box 371954, Pittsburgh, PA 15250-7954, 888-293-6498, www.osha.gov **OR** Code of



Federal Regulations - 29 CFR Part 1926 Selections as of 2008 by PSI, (800) 733-9267, (See order form at the end of this bulletin.)

16. GLASS AND GLAZING EXAMINATION CONTENT OUTLINE

There are 60 questions in this examination. You will need to answer 42 questions correctly in order to pass. You are allowed 2 hours to complete this examination. **NOTE:** All Glass & Glazing - Commercial Contractor candidates are required to pass the Business Management and Law for Contractors Examination and the Glass and Glazing Examination.

1. General Glazing (15 items)
2. Glass Systems (13 items)
3. Metal Framing (6 items)
4. Plastics/Acrylics (5 items)
5. Sealant Instructions (4 items)
6. Safety (7 items)
7. Code Requirements (10 items)

Glass & Glazing Reference Books

1. *Glass Installer Reference Manual*, 2002, National Glass Association, 1-56393-024-2, National Glass Association, 8200 Greensboro Drive, Suite 302, McLean, VA 22102-3881, 703-442-4890, www.glass.org/store/products.htm#cert
2. *Guide to the Glass and Glazing Requirements of the Model Building Codes* - National Glass Association, 8200 Greensboro Drive, Suite 302, McLean, VA 22101-3881, 703-442-4890, www.glass.org/store/products.htm#cert
3. *Code of Federal Regulations, Title 29, Part 1926* or "PSI OSHA Selections": Code of Federal Regulations - 29 CFR Part 1926 Revised as of 20028 (OSHA), Superintendent of Documents. P.O. Box 371954, Pittsburgh, PA 15250-7954, OR Code of Federal Regulations - 29 CFR Part 1926 Selections as of 2008 by PSI, (800) 733-9267, (See order form at the end of this bulletin.)

17. GRADING EXAMINATION CONTENT OUTLINE

There are 40 questions in this examination. You will need to answer 28 questions correctly in order to pass. You are allowed 2 hours to complete this examination. **NOTE:**

All Grading - Commercial Contractor candidates are required to pass the Business Management and Law for Contractors Examination and the Grading Examination.

1. General Knowledge (15 Items)
2. Excavating and Grading (20 Items)
3. Safety - Code of Federal Regulations (5 Items)

Grading Reference Books

1. *Standard Specifications for Highway Construction*, 2000, South Carolina Department of Highways, & Public Transportation, PO Box 191, Columbia, SC 29202 (Effective June 1, 2007 this reference will be updated: *Standard Specifications for Highway Construction*, 2007, South Carolina Department of Highways & Public Transportation, PO Box 191, Columbia, SC 29202, (803 737-4533) You may use either edition.
2. *Code of Federal Regulations - 29 CFR Part 1926* Revised as of 2008 (OSHA), Superintendent of Documents, PO Box 371954, Pittsburgh, PA 15250-7954, 888-293-6498, www.osha.gov **OR** Code of Federal Regulations - 29 CFR Part 1926 Selections as of 2008 by PSI, (800) 733-9267, (See order form at the end of this bulletin.)
3. *Excavation and Grading Handbook*, 2006, Craftsman Book Company, PO Box 6500, Carlsbad, CA 92018
4. *Construction Planning, Equipment, and Methods*, 2005, 7th Edition, R.L. Peurifoy, McGraw-Hill Publishing, Inc., PO Box 545, Blacklick, OH 43004-0545

18. HEATING EXAMINATION CONTENT OUTLINE

There are 50 questions in this examination. You will need to answer 35 questions correctly in order to pass. You are allowed 3 hours to complete this examination. **NOTE:** All Heating - Commercial Contractor candidates are required to pass the Business Management and Law for Contractors Examination and the Heating Examination.

1. Code Compliance (8 Items)
2. HARV General (4 Items)
3. HARV Controls (4 Items)
4. HARV Load Calculation (7 Items)
5. Fuel Gas Systems (6 Items)
6. Piping (6 Items)



7. Ducts (3 Items)
8. Boilers - Low Pressure (7 Items)
9. Boilers - High Pressure (5 Items)

Heating Reference Books

1. **International Mechanical Code**, 2006, International Code Council Inc., Contact ICBO (800) 284-4406 or BOCA (800) 214-4231, or SBCCI (205) 591-1853
2. **International Fuel Gas Code**, 2006, International Code Council Inc., Contact ICBO (800) 284-4406 or BOCA (800) 214-4231, or SBCCI (205) 591-1853
3. **Trane Ductulator**, TRANE Company, 8929 Western Way, Suite 1, Jacksonville, FL 32256
4. **ACCA Ductulator**, Air Conditioning Contractors of America, 1712 New Hampshire Avenue N.W., Washington, DC 20009
5. **Low Pressure Boilers**, 1994, Frederick M. Steingress
6. **High Pressure Boilers**, 1993, 2nd Edition, Frederick M. Steingress & Harold J. Frost
7. **Manual N - Load Calculation for Commercial Summer and Winter Air Conditioning (using unitary equipment)**, 1988, 4th Edition, Air Conditioning Contractors of America, 1712 New Hampshire Avenue N.W., Washington, DC 20009
8. **System Design Manual - Part III: Piping Design, Carrier**, 1960, Carrier Air Conditioning Company, Carrier Parkway, Literature Distribution, Bldg. 8, PO Box 4808, Syracuse, NY 13221
9. **Pipefitter's Handbook**, 1967, 3rd Edition, Forest R. Linsey, Industrial Press, Inc., 200 Madison Avenue, New York, NY 10016
10. **Modern Refrigeration and Air Conditioning**, 2004, Goodheart-Wilcox Company, Inc., 18604 W. Creek Drive, Tinley Park, IL 60477-6243
 - 10.1. **Refrigeration and Air Conditioning**, 3rd Edition, ARI, Prentice Hall, Order Processing Center, PO Box 11071, Des Moines, IA 50336-1071
 - 10.2. **Trane Air Conditioning Manual**, 1996, TRANE Company, 8929 Western Way, Suite 1, Jacksonville, FL 32256
 - 10.3. **ASHRAE Handbook of Fundamentals**, 1997 American Society of Heating, Refrigeration, and Air Conditioning Engineers, 1791 Tullie Circle, Atlanta, GA 30329

19. LIGHTNING PROTECTION EXAMINATION **CONTENT OUTLINE**

There are 50 questions in this examination. You will need to answer 35 questions correctly in order to pass. You are allowed 3 hours to complete this examination. **NOTE:** All Lightning Protection - Commercial Contractor candidates are required to pass the Business Management and Law for Contractors Examination and the Lightning Protection Examination.

1. NFPA 780 (28 Items)
2. General Theory (11 Items)
3. NEC (11 Items)

Lightning Protection Systems Reference Books

1. **NFPA 70 National Electrical Code or National Electrical Code Handbook**. 2005. National Fire Protection Association, (800) 344-3555, www.nfpa.org
2. **NFPA 780 - Standard for the Installation of Lightning Protection Systems**, 1997, National Fire Protection Association, 11 Tracey Avenue, Avon, MA 02322

20. MARINE EXAMINATION CONTENT OUTLINE

There are 50 questions in this examination. You will need to answer 35 questions correctly in order to pass. You are allowed 3 hours to complete this examination. **NOTE:** All Marine - Commercial Contractor candidates are required to pass the Business Management and Law for Contractors Examination and the Marine Examination.

1. Safety - Marine (6 Items)
2. Miscellaneous Engineering - Pile Driving (25 Items)
3. Concrete (15 Items)
4. Concrete - Reinforcing Steel (4 Items)

Marine Reference Books

1. **Code of Federal Regulations - 29 CFR Part 1926** Revised as of 2008 (OSHA), Superintendent of Documents, PO Box 371954, Pittsburgh, PA 15250-7954, 888-293-6498, www.osha.gov **OR** Code of Federal Regulations - 29 CFR Part 1926 Selections as of 2008 by PSI, (800) 733-9267, (See order form at the end of this bulletin.)



2. *Construction Planning, Equipment, and Methods*, 2005, 7th Edition, R.L. Peurifoy, McGraw-Hill Publishing, Inc., PO Box 545, Blacklick, OH 43004-0545
3. *Design and Control of Concrete Mixtures, 14th Ed*, 2002, S.H. Kosmatka and W.C. Panarese, Portland Cement Association, 5420 Old Orchard Road, Skokie, IL 60077-1083, 847-966-6200, www.portcem.org. ISBN 0893122173
4. *Placing Reinforcing Bars, Recommended Practices*, 8th Edition, 2005, Concrete Reinforcing Steel Institute, (800) 328-6306, www.crsi.org

19. Water Supply Isometric Analysis (4 Items)
20. Roof Drain Isometric Analysis (3 Items)
21. Pipe Assembly (1 Item)
22. Valves (1 Item)
23. General Fuel Knowledge (3 Items)
24. Natural Gas (3 Items)
25. LP - Gas (3 Items)

21. PLUMBER EXAMINATION CONTENT OUTLINE

There are 80 questions in this examination. You will need to answer 56 questions correctly in order to pass. You are allowed 4 hours to complete this examination. **NOTE:** All Plumber - Commercial Contractor candidates are required to pass the Business Management and Law for Contractors Examination and the Plumber Examination.

1. ADA Accessibility (1 Items)
2. General Plumbing Knowledge (6 Items)
3. General Plumbing Regulations (3 Items)
4. Hangers and Supports (General) (2 Items)
5. Materials (2 Items)
6. Joints and Connections (3 Items)
7. Fixtures and Equipment (3 Items)
8. Water Heaters (4 Items)
9. Water Supply and Distribution (3 Items)
10. Backflow Prevention (1 Item)
11. Sanitary Drainage Systems (4 Items)
12. Cleanouts (2 Items)
13. Indirect and Special Waste (2 Items)
14. Sanitary Venting (6 Items)
15. Traps and Interceptors (3 Items)
16. Storm Piping Systems (2 Item)
17. Plumbing - Developed Length (5 Items)
18. DWV Isometric Analysis (Isometric Based) (10 Items)

Plumber Reference Books

1. *International Plumbing Code*, 2006, BOCA International, 4051 W. Flossmoor Road, Country Club Hills, IL 60478-5795
2. *International Fuel Gas Code*, 2006, International Code Council Inc., ICBO (800) 284-4406 or BOCA (800) 214-4231 or SBCCI (205) 591-1853
3. *Mathematics for Plumbers and Pipefitters*, 7th Edition, 2008, Delmar/Thomson Learning, (800) 347-7707, www.delmarlearning.com, ISBN 1401821103

22. PACKAGED EQUIPMENT EXAMINATION CONTENT OUTLINE

There are 80 questions in this examination. You will need to answer 56 questions correctly in order to pass. You are allowed 4 hours to complete this examination. **NOTE:** All Package Equipment - Commercial Contractor candidates are required to pass the Business Management and Law for Contractors Examination and the Package Equipment Examination.

1. General Piping (1 Item)
2. General Tubing (1 Item)
3. Pipe Assembly (1 Item)
4. Piping Systems (2 Items)
5. Drain Piping (1 Item)
6. Valves (1 Item)
7. Piping Insulation (1 Item)
8. Hangers and Supports (General) (1 Item)
9. Mechanical Sound, Vibration, and Seismic Control (1 Item)
10. Heating and Cooling Principles (2 Items)
11. Refrigerants (1 Item)



12. Load Calculations (8 Items)
13. Heating and Cooling Equipment (1 Item)
14. Testing, Adjusting, and Balancing (TAB) (2 Items)
15. HVACR Control Fundamentals (1 Item)
16. Control Schematics and Wiring Diagrams (1 Item)
17. HVACR Control Systems (1 Item)
18. Machine Room (1 Item)
19. Air Conditioning Systems (6 Items)
20. Heat Pumps (5 Items)
21. Furnaces (Warm Air Heating Equipment) (2 Items)
22. Chimneys, Flues, Vents, and Vent Connectors (3 Items)
23. Combustion Air (2 Items)
24. General Fuel Knowledge (1 Item)
25. Natural Gas (1 Item)
26. General Duct Systems Knowledge and Principles (4 Items)
27. Duct Conversion/Equivalencies (4 Items)
28. Mechanical Sheet Metal Devices/Systems (2 Items)
29. Duct System Components (5 Items)
30. Metal Ducts (3 Items)
31. Fiberglass Ducts (1 Item)
32. Filtering Systems (1 Item)
33. Ventilation Equipment and Devices (2 Items)
34. Exhaust Systems (2 Items)
35. General Electrical Knowledge (2 Items)
36. Requirements for Electrical Installations (1 Item)
37. Electrical/Electronic Fundamentals (1 Item)
38. Safety (2 Items)
39. Fire Rated Construction (1 Item)
40. General Plan Reading (1 Item)

Packaged Equipment Reference Books

1. **International Mechanical Code**, 2006, International Code Council Inc., Contact ICBO (800) 284-4406 or BOCA (800) 214-4231, or SBCCI (205) 591-1853
2. **International Fuel Gas Code**, 2006, International Code Council Inc., Contact ICBO (800) 284-4406 or BOCA (800) 214-4231, or SBCCI (205) 591-1853
3. **ACCA Ductulator**, Air Conditioning Contractors of America, 1712 New Hampshire Avenue N.W., Washington, DC 20009
 - 3.1. **Trane Ductulator**, TRANE Company, 8929 Western Way, Suite 1, Jacksonville, FL 32256
4. **Code of Federal Regulations - 29 CFR Part 1926** Revised as of 2008 (OSHA), Superintendent of Documents, PO Box 371954, Pittsburgh, PA 15250-7954, 888-293-6498, www.osha.gov **OR** Code of Federal Regulations - 29 CFR Part 1926 Selections as of 2008 by PSI, (800) 733-9267, (See order form at the end of this bulletin.)
5. **Manual N - Load Calculation for Commercial Summer and Winter Air Conditioning (using unitary equipment)**, 1988, 4th Edition, Air Conditioning Contractors of America, 1712 New Hampshire Avenue N.W., Washington, DC 20009
6. **Manual D - Residential Duct Systems**, 3rd Edition, Air Conditioning Contractors of America, 1712 New Hampshire Avenue N.W., Washington, DC 20009
7. **Manual J - Load Calculation for Residential Winter and Summer Air Conditioning**, 1986, 7th Edition, Air Conditioning Contractors of America, 1712 New Hampshire Avenue N.W., Washington, DC 20009
8. **Pipefitter's Handbook**, 1967, 3rd Edition, Forest R. Lindsey, Industrial Press, Inc., 200 Madison Avenue, New York, NY 10016
9. **Refrigeration and Air Conditioning**, 3rd Edition, ARI, Prentice Hall, Order Processing Center, PO Box 11071, Des Moines, IA 50336-1071
 - 9.1. **Modern Refrigeration and Air Conditioning**, 2004, Goodheart-Wilcox Company, Inc., 18604 W. Creek Drive, Tinley Park, IL 60477-6243
 - 9.2. **Trane Air Conditioning Manual**, 1996, TRANE Company, 8929 Western Way, Suite 1, Jacksonville, FL 32256
 - 9.3. **ASHRAE Handbook of Fundamentals**, 1997 American Society of Heating, Refrigeration, and Air Conditioning Engineers, 1791 Tullie Circle, Atlanta, GA 30329

23. PIPELINES EXAMINATION CONTENT OUTLINE

There are 50 questions in this examination. You will need to answer 35 questions correctly in order to pass. You are allowed 3 hours to complete this examination. **NOTE:** All Pipelines - Commercial Contractor candidates are required to pass the Business Management and Law for Contractors Examination and the Pipelines Examination.

1. Code Compliance (10 Items)
2. Piping (28 Items)
3. Welding (6 Items)
4. Safety (6 Items)

Pipelines Reference Books

1. *Code of Federal Regulations - 29 CFR Part 1926* Revised as of 2008 (OSHA), Superintendent of Documents, PO Box 371954, Pittsburgh, PA 15250-7954, 888-293-6498, www.osha.gov **OR** Code of Federal Regulations - 29 CFR Part 1926 Selections as of 2008 by PSI, (800) 733-9267, (See order form at the end of this bulletin.)
2. *NFPA 30 - Flammable and Combustible Liquids Code*, 2008d, National Fire Protection Association, 11 Tracey Avenue, Avon, MA 02322
3. *ASME B31.8 - Gas Transmission and Distribution Systems*, 2007, American Society of Mechanical Engineers, 22 Law Drive, PO Box 2900, Fairfield NJ 07007-2900
4. *Pipefitter's Handbook*, 1967, 3rd Edition, Forest R. Linsey, Industrial Press, Inc., 200 Madison Avenue, New York, NY 10016
5. *Pipe Welding Procedures*, 1973, H. Rampaul, Industrial Press, Inc., 200 Madison Avenue, New York, NY 10016

24. PRE-ENGINEERED METAL BUILDINGS EXAMINATION CONTENT OUTLINE

There are 40 questions in this examination. You will need to answer 28 questions correctly in order to pass. You are allowed 3 hours to complete this examination. **NOTE:** All Pre-Engineered Metal Buildings - Commercial Contractor candidates are required to pass the Business Management and Law for Contractors Examination and the Pre-Engineered Metal Buildings Examination.

1. Sitework (3 Items)

2. Concrete (4 Items)
3. Concrete - Framework (4 Items)
4. Concrete - Reinforcement (4 Items)
5. Masonry (4 Items)
6. Metal - Structural Framing (10 Items)
7. Insulation (3 Items)
8. Metal - Siding and Roofing (4 Items)
9. Safety (4 Items)

Pre-Engineered Metal Buildings Reference Books

1. *International Building Code*, 2006, International Code Council Inc., Contact ICBO (800) 284-4406 or BOCA (800) 214-4231 or SBCCI (205) 591-1853
2. *Code of Federal Regulations - 29 CFR Part 1926* Revised as of 2008 (OSHA), Superintendent of Documents, PO Box 371954, Pittsburgh, PA 15250-7954, 888-293-6498, www.osha.gov **OR** Code of Federal Regulations - 29 CFR Part 1926 Selections as of 2008 by PSI, (800) 733-9267, (See order form at the end of this bulletin.)
3. *Low Rise Building Systems Manual with 1999 Updates*, 1996, Metal Building Manufacturers Association, 1300 Summer Ave, Cleveland OH 44115
4. *ASTM C 754 - Standard Specification for Installation of Steel Framing Members to Receive Screw-Attached Gypsum Panel Products*, 1999, American Society for Testing & Materials, 100 Barr Harbor Drive, West Conshohocken, PA 19428-2959
5. *ASTM C 1007 - Standard Specification for Installation of Load Bearing (Transverse and Axial) Steel Studs and Related Accessories*, 1998, American Society for Testing & Materials, 100 Barr Harbor Drive, West Conshohocken, PA 19428-2959
6. *The Contractor's Guide to Quality Concrete Construction*, 2005, 3rd Edition, American Concrete Institute, 38800 International Way/Country Club Drive, PO Box 9094, Farmington Hills, MI 48333

25. PRESSURE AND PROCESS PIPING EXAMINATION CONTENT OUTLINE

There are 50 questions in this examination. You will need to answer 35 questions correctly in order to pass. You are allowed 2 hours to complete this examination. **NOTE:**



All Pressure & Process Piping - Commercial Contractor candidates are required to pass the Business Management and Law for Contractors Examination and the Pressure & Process Piping Examination.

1. Joining Methods (10 Items)
2. Pipe Fitting (7 Items)
3. Safety (7 Items)
4. Reading Drawings (2 Items)
5. Codes (5 Items)
6. Materials and Components (8 Items)
7. Process Equipment (4 Items)
8. Insulation (2 Items)
9. Pipe Supports (3 Items)
10. Line Labeling (2 Items)

Pressure and Process Piping Reference Books

1. ASME A13.1: Scheme for the Identification of Piping Systems, 1996, American Society of Mechanical Engineers Three Park Avenue, New York, NY 10065 (800) 843-2763 www.asme.org
2. ASME B31.1-2001 Power Piping, ASME Code for Pressure Piping, 2001, American Society of Mechanical Engineers Three Park Avenue, New York, NY 10065 (800) 843-2763 www.asme.org
3. ASME B31.3-2002 Process Piping, 2002, ASME American Society of Mechanical Engineers Three Park Avenue, New York, NY 10065 (800) 843-2763 www.asme.org
4. *Facility Piping Systems Handbook*, 2002, www.mcgraw-hill.com, ISBN 0071358773
5. *Modern Welding*, 2004, Althouse, Turnquist, Bowditch, Bowditch, The Goodheart-Willcox Company, Inc., 18604 West Creek Dr., Tinley Park, IL 60477-6243, 1-800-323-0440, www.goodheartwillcox.com/, ISBN: 1-56637-605-X
6. *Pipefitters Handbook*, 1967, Forrest R. Lindsey, Industrial Press 200 Madison Avenue, New York, NY 10016 8885287852 <http://www.industrialpress.com/>
7. Code of Federal Regulations Title 29, Part 1926 (OSHA) 2008, ---OR---PSI, OSHA Excerpts 2008, Superintendent of Documents, P.O. Box 371954,

Pittsburgh, PA 15250-7954- (888)293-6498, <http://bookstore.gpo.gov> ---OR---PSI, 3210 E Tropicana, Las Vegas, (See order form at the end of this bulletin.)

26. PUBLIC UTILITIES - ELECTRICAL EXAMINATION **CONTENT OUTLINE**

There are 50 questions in this examination. You will need to answer 35 questions correctly in order to pass. You are allowed 3 hours to complete this examination. **NOTE:** All Public Utilities-Electrical - Commercial Contractor candidates are required to pass the Business Management and Law for Contractors Examination and the Public Utilities-Electrical Examination.

The holder of this license may perform only work limited to line construction, including distribution systems, and their allied work, for public and private companies; installation, maintenance repair of all high voltage cable splicing and pulling wire for all systems in excess of 2,400 volts; traffic signal and highway lighting installation, maintenance and repair.

1. Transformers (6 Items)
2. Electrical Knowledge (5 Items)
3. Conductors (5 Items)
4. Overhead Lines (7 Items)
5. Underground Lines (4 Items)
6. Equipment and Safety (8 Items)
7. Grounding Methods (3 Items)
8. Service Drops and Laterals (4 Items)
9. Poles and Structures (4 Items)
10. Electric Supply Stations (4 Items)

Public Utilities – Electrical Reference Books

1. National Electrical Safety Code (C2-1997), Institute of Electrical Electronics Engineers, Inc., 345 East 47th Street, New York, NY 10017-2394
2. *NFPA 70 National Electrical Code or National Electrical Code Handbook*. 2005. National Fire Protection Association, (800) 344-3555, www.nfpa.org
3. Code of Federal Regulations - 29 CFR Part 1926 Revised as of 2008 (OSHA), Superintendent of Documents, PO Box 371954, Pittsburgh, PA 15250-



7954, 888-293-6498, www.osha.gov **OR** Code of Federal Regulations - 29 CFR Part 1926 Selections as of 2008 by PSI, (800) 733-9267, (See order form at the end of this bulletin.)

4. *Lineman's and Cableman's Handbook*, 11th Edition, 2007, McGraw-Hill
5. *American Electricians' Handbook*, 2002, McGraw Hill

27. REFRIGERATION EXAMINATION CONTENT OUTLINE

There are 50 questions in this examination. You will need to answer 35 questions correctly in order to pass. You are allowed 3 hours to complete this examination. **NOTE:** All Refrigeration - Commercial Contractor candidates are required to pass the Business Management and Law for Contractors Examination and the Refrigeration Examination.

1. Code Compliance (7 Items)
2. HARV General (11 Items)
3. HARV Maintenance (8 Items)
4. HARV Controls (8 Items)
5. Piping - General (3 Items)
6. Piping - Dimensioning and Design (9 Items)
7. Safety (4 Items)

Refrigeration Reference Books

1. *International Mechanical Code*, 2006, International Code Council Inc., Contact ICBO (800) 284-4406 or BOCA (800) 214-4231, or SBCCI (205) 591-1853
2. *Code of Federal Regulations - 29 CFR Part 1926* Revised as of 2008 (OSHA), Superintendent of Documents, PO Box 371954, Pittsburgh, PA 15250-7954, 888-293-6498, www.osha.gov **OR** Code of Federal Regulations - 29 CFR Part 1926 Selections as of 2008 by PSI, (800) 733-9267, (See order form at the end of this bulletin.)
3. *Pipefitter's Handbook*, 1967, 3rd Edition, Forest R. Linsey, Industrial Press, Inc., 200 Madison Avenue, New York, NY 10016
4. *System Design Manual - Part III: Piping Design, Carrier*, 1960, Carrier Air Conditioning Company, Carrier Parkway, Literature Distribution, Bldg. 8, PO Box 4808, Syracuse, NY 13221

5. *Modern Refrigeration and Air Conditioning*, 2004, Goodheart-Wilcox Company, Inc., 18604 W. Creek Drive, Tinley Park, IL 60477-6243

- 5.1. *Refrigeration and Air Conditioning*, 3rd Edition, ARI, Prentice Hall, Order Processing Center, PO Box 11071, Des Moines, IA 50336-1071
- 5.2. *Trane Air Conditioning Manual*, 1996, TRANE Company, 8929 Western Way, Suite 1, Jacksonville, FL 32256
- 5.3. *ASHRAE Handbook of Fundamentals*, 1997 American Society of Heating, Refrigeration, and Air Conditioning Engineers, 1791 Tullie Circle, Atlanta, GA 30329

28. SPECIALTY ROOFING EXAMINATION CONTENT OUTLINE

There are 50 questions in this examination. You will need to answer 35 questions correctly in order to pass. You are allowed 3 hours to complete this examination. **NOTE:** All Specialty Roofing - Commercial Contractor candidates are required to pass the Business Management and Law for Contractors Examination and the Specialty Roofing Examination.

1. Safety (5 Items)
2. Roofing - Substrate (8 Items)
3. Roofing - Steep (19 Items)
4. Roofing Repairs (4 Items)
5. Roofing - Elastomeric (7 Items)
6. Roofing - Built - up Bituminous (7 Items)

Specialty Roofing Reference Books

1. *International Building Code*, 2006, International Code Council Inc., Contact ICBO (800) 284-4406 or BOCA (800) 214-4231 or SBCCI (205) 591-1853
2. *NRCA Roofing Manual: Steep Slope Roof Systems*, 2009, The National Roofing Contractors Association, (847) 299-9070, www.nrca.net
3. *NRCA Roofing Manual: Metal Panel and SPF Roof Systems*, 2008, The National Roofing Contractors Association, (847) 299-9070, www.nrca.net
4. *NRCA Roofing Manual: Membrane Roofing Systems*, 2007, The National Roofing Contractors Association, (847) 299-9070, www.nrca.net
5. *Code of Federal Regulations - 29 CFR Part 1926* Revised as of 2008 (OSHA), Superintendent of



Documents, PO Box 371954, Pittsburgh, PA 15250-7954, 888-293-6498, www.osha.gov **OR** Code of Federal Regulations - 29 CFR Part 1926 Selections as of 2008 by PSI, (800) 733-9267, (See order form at the end of this bulletin.)

6. *Manual of Steel Construction*, 1989, 9th Edition, American Institute of Steel Construction, PO Box 806276, Attn: publication Department, Chicago, IL 60680-4124

29. STRUCTURAL FRAMING EXAMINATION **CONTENT OUTLINE**

There are 50 questions in this examination. You will need to answer 35 questions correctly in order to pass. You are allowed 2 hours to complete this examination. **NOTE:** All Structural Framing - Commercial Contractor candidates are required to pass the Business Management and Law for Contractors Examination and the Structural Framing Examination.

1. Safety (4 Items)
2. Welding (12 Items)
3. Structural Steel - Bolting (4 Items)
4. Metal - Joists (13 Items)
5. Rigging (8 Items)
6. Structural Steel (9 Items)

Structural Framing Reference Books

1. *International Building Code*, 2006, International Code Council Inc., Contact ICBO (800) 284-4406 or BOCA (800) 214-4231 or SBCCI (205) 591-1853
2. *Code of Federal Regulations - 29 CFR Part 1926* Revised as of 2008 (OSHA), Superintendent of Documents, PO Box 371954, Pittsburgh, PA 15250-7954, 888-293-6498, www.osha.gov **OR** Code of Federal Regulations - 29 CFR Part 1926 Selections as of 2008 by PSI, (800) 733-9267, (See order form at the end of this bulletin.)
3. *Handling and Erection of Steel Joists and Joist Girders*, 1987 or 2006 edition, Steel Joist Institute, 3127 10th Avenue North Extension, Myrtle Beach, South Carolina 29577-6760, www.steeljoist.org
4. *Code of Standard Practice for Steel Buildings and Bridges*, 2000, American Institute of Steel Construction, PO Box 806276, Attn: Publication Department, Chicago, IL 60680-4124
5. *Modern Welding*, 1997, Althouse, Turnquist, Bowditch & Bowditch, Goodheart-Wilcox Company, Inc., 18604 W. Creek Drive, Tinley Park, IL 60477-6243

30. SWIMMING POOL EXAMINATION CONTENT **OUTLINE**

There are 50 questions in this examination. You will need to answer 35 questions correctly in order to pass. You are allowed 3 hours to complete this examination. **NOTE:** All Swimming Pool - Commercial Contractor candidates are required to pass the Business Management and Law for Contractors Examination and the Swimming Pool Examination.

1. Pool - Electrical (6 Items)
2. Shotcrete (8 Items)
3. Concrete (6 Items)
4. Concrete - Reinforcing Steel (6 Items)
5. Pool - Care and Operation (12 Items)
6. Regulation 61-51: Swimming pools (8 Items)
7. Pool - Estimating (4 Items)

Swimming Pool Reference Books

1. *Guide to Shotcrete - ACI 506/R-90*, 1995, American Concrete Institute, 38800 International Way/Country Club Drive, PO Box 9094, Farmington Hills, MI 48333
2. *Design and Control of Concrete Mixtures, 14th Ed*, 2002, S.H. Kosmatka and W.C. Panarese, Portland Cement Association, 5420 Old Orchard Road, Skokie, IL 60077-1083, 847-966-6200, www.portcem.org. ISBN 0893122173
3. *Placing Reinforcing Bars, Recommended Practices*, 8th Edition, 2005, Concrete Reinforcing Steel Institute, (800) 328-6306, www.crsi.org
4. *Article 680, National Electrical Code: Swimming Pool Wiring*, 2005, National Fire Protection Association, 11 Tracey Avenue, Avon, MA 02322.
5. *Certified Pool-Spa Operators Handbook*, 2006, National Swimming Pool Foundation, 10803 Gulfdale Suite 300, San Antonio, TX 78216, (516) 623-3447, www.nspf.com
6. *Public Swimming Pools, Regulation 61-51*, 2003, South Carolina Department of Health, South



Carolina Department of Health and Environmental Control, Bureau of Drinking Water, 2600 Bull Street, Columbia, SC 29201

7. *NFPA 70 National Electrical Code or National Electrical Code Handbook*. 2005. National Fire Protection Association, (800) 344-3555, www.nfpa.org (The examination only covers Article 680).

31. WATER AND SEWER LINES EXAMINATION **CONTENT OUTLINE**

There are 50 questions in this examination. You will need to answer 35 questions correctly in order to pass.

You are allowed 3 hours to complete this examination. **NOTE:** All Water & Sewer - Commercial Contractor candidates are required to pass the Business Management and Law for Contractors Examination and the Water and Sewer Examination.

1. Safety - Code of Federal Regulations (6 Items)
2. General Knowledge (7 Items)
3. Miscellaneous Engineering - Design Elevations (7 Items)
4. Underground Utilities - Concrete Pipe Installation (12 Items)
5. Underground Utilities - Ductile Pipe Installation (14 Items)
6. Excavating and Grading (4 Items)

Water and Sewer Lines Reference

1. *Code of Federal Regulations* - 29 CFR Part 1926 Revised as of 2008 (OSHA), Superintendent of Documents, PO Box 371954, Pittsburgh, PA 15250-7954, 888-293-6498, www.osha.gov **OR** Code of Federal Regulations - 29 CFR Part 1926 Selections as of 2008 by PSI, (800) 733-9267, (See order form at the end of this bulletin.)
2. *DIPRA Installation Guide for Ductile Iron Pipe*, 1997, Ductile Iron Research Association, 245 Riverchase Parkway East, Suite O, Birmingham, AL 35244
3. *Concrete Pipe & Box Culvert*, 2007 Edition, American Concrete Pipe Association, 683 Grigsby Way, Cedar Hill, TX 75104

4. *Excavation and Grading Handbook*, 2006, Craftsman Book Company, PO Box 6500, Carlsbad, CA 92018

32. WATER AND SEWER PLANTS EXAMINATION **CONTENT OUTLINE**

There are 50 questions in this examination. You will need to answer 35 questions correctly in order to pass. You are allowed 3 hours to complete this examination. **NOTE:** All Water and Sewer Plants - Commercial Contractor candidates are required to pass the Business Management and Law for Contractors Examination and the Water and Sewer Plants Examination.

1. Safety - Code of Federal Regulations (4 Items)
2. General Plant Construction (20 Items)
3. Concrete (6 Items)
4. Concrete - Reinforcing Steel (6 Items)
5. Excavating and Grading (8 Items)
6. Miscellaneous Engineering - Design Elevations (6 Items)

Water & Sewer Plants Reference Books

1. *Code of Federal Regulations* - 29 CFR Part 1926 Revised as of 2008 (OSHA), Superintendent of Documents, PO Box 371954, Pittsburgh, PA 15250-7954, 888-293-6498, www.osha.gov **OR** Code of Federal Regulations - 29 CFR Part 1926 Selections as of 2008 by PSI, (800) 733-9267, (See order form at the end of this bulletin.)
2. *Design and Control of Concrete Mixtures, 14th Ed*, 2002, S.H. Kosmatka and W.C. Panarese, Portland Cement Association, 5420 Old Orchard Road, Skokie, IL 60077-1083, 847-966-6200, www.portcem.org. ISBN 0893122173
3. *Placing Reinforcing Bars, Recommended Practices*, 8th Edition, 2005, Concrete Reinforcing Steel Institute, (800) 328-6306, www.crsi.org
4. *Excavation and Grading Handbook*, 2006, Craftsman Book Company, PO Box 6500, Carlsbad, CA 92018
5. *DIPRA Installation Guide for Ductile Iron Pipe*, 1997, Ductile Iron Research Association, 245 Riverchase Parkway East, Suite O, Birmingham, AL 35244



33. WOOD FRAME STRUCTURES EXAMINATION **CONTENT OUTLINE**

There are 50 questions in this examination. You will need to answer 35 questions correctly in order to pass. You are allowed 3 hours to complete this examination. **NOTE:** All Wood Frame Structures - Commercial Contractor candidates are required to pass the Business Management and Law for Contractors Examination and the Wood Frame Structures Examination.

1. Safety (5 Items)
2. Concrete - Earthwork (7 Items)
3. Concrete (9 Items)
4. Carpentry - Rough (16 Items)
5. Carpentry - Manufactured Trusses (6 Items)
6. Roofing (7 Items)

Wood Frame Structures Reference Books

1. *International Building Code*, 2006, International Code Council Inc., Contact ICBO (800) 284-4406 or BOCA (800) 214-4231 or SBCCI (205) 591-1853
2. *Code of Federal Regulations* - 29 CFR Part 1926 Revised as of 2008 (OSHA), Superintendent of Documents, PO Box 371954, Pittsburgh, PA 15250-7954, 888-293-6498, www.osha.gov **OR** *Code of Federal Regulations* - 29 CFR Part 1926 Selections as of 2008 by PSI, (800) 733-9267, (See order form at the end of this bulletin.)
3. *Carpentry & Building Construction*, 6th Edition, 2004, Feirer, Hutchings and Feirer, ISBN 007822702X, Glencoe-McGraw-Hill, (800) 334-7344, P.O. Box 543, Blacklick, OH 43004, <https://www.mcgrawhill.ca/highereducation/php/bookinfo.php?isbn=007822702X&pNumber=336830> (You may also use the 1997 edition, ISBN 002838699X).
4. *Guide to Good Practice for Handling, Installing, Restraining, and Bracing of Metal Plate Connected Wood Trusses*, 2006, Wood Truss Council of America, (608) 274-4849, www.woodtruss.com

8. Total Fees Included: \$ _____ (Money Order or Cashier's Check only. Personal and company checks are not accepted.)

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Date _____

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