

STATE EXAM PROCESS AND CRITERIA FOR LEVELS I, II, AND III

Once employed as a code enforcement official, you will need to obtain probationary certification to perform inspections while taking standard courses and accruing the required technical courses. The eligibility requirements for state exams are provided in NCAC, Title 11, Chapter 8, Sections .0500-.0706 (referred to as the Board's Rules and are available on the Board's website at www.ncdoi.com.) The details of each area and level are listed below to assist you in determining your certification ability and the requirements for each area and level. When going through the application approval process, remember to fill out the online standard application completely including all required paperwork as outlined below. If the application is not complete, it may delay your approval process which will affect your earliest exam date. **To determine the appropriately licensed contractor or inspector or the inspection levels of projects, please refer to the Board's rules, Section .0706.**

Instructions:

Step 1: Meet one of the requirements listed in Section 1, 2 or 3 below. If you do not meet one of the requirements below, you are not eligible for an exam.

Step 2: Upon compliance with Step 1 requirements, submit your online Standard Application at the following website:

http://www.ncdoi.com/OSFM/Engineering_and_Codes/Default.aspx?field1=CEO_Certification_Tools_USER&user=CEO Certification Tools

Section 1 - Licenses

Level I -

Limited Building Contractors License (Level I only)
Intermediate Building Contractors License (Level I or II)
Unlimited Building Contractors License (Level I, II, or III)
Limited Electrical Contractors License (Level I only)
Intermediate Electrical Contractors License (Level I or II)
Unlimited Electrical Contractors License (Level I, II, or III)
H-1-I Mechanical License (Level I or II)
H-2-I Mechanical License (Level I or II)
H-3-I Mechanical License (Level I or II)
H 1, 2, & 3 - I Mechanical License (Level III only)
P-1 Plumbing License (Level I, II, or III)
Fire Sprinkler Contractor (Level I, II, or III)
Licensed Engineer (Level II or III)
Registered Architect (Level II or III)

Level II – Reference the above applicable licenses and provide contracting or design experience on 2 level II projects.

Level III – Reference the above applicable licenses and provide contracting or design experience on 2 level III projects.

Section 2 – Education

Level I –

5-year degree in Architecture (For Building or Fire)
4-year degree in Civil Engineering or Arch. Engineering (For Building or Fire)
4-year degree in Electrical Engineering (For Electrical Only)
4-year degree in Mechanical Engineering (For Mechanical or Plumbing Only)
4-year degree in Fire Science (For Fire Only)
4-year degree in a non-technical major
2-year degree in Civil Engineering; Building Construction Tech or Architectural Engineering (For Building or Fire)
2-year degree in Electrical Engineering or Electrical Technology (For Electrical Only)
2-year degree in Mechanical Engineering or Mechanical Technology (For Mechanical or Plumbing Only)
2-year degree in Fire Science or Fire Protection Tech (For Fire Only)
1-year diploma in Civil Engineering; Building Construction Tech; or Architectural Engineering (For Building Only)
1-year diploma in Electrical Engineering or Electrical Tech (For Electrical Only)
1-year diploma in Mechanical Engineering or Mechanical Tech (For Mechanical or Plumbing Only)
1-year diploma in Fire Science or Fire Protection Tech (For Fire Only)

Level II – 4-year non-technical degree or 2-year degree must accompany 2 years of inspection or construction experience under a properly licensed contractor, inspector or engineer.

Level III – 4-year technical degree must accompany 1 year of inspection or construction experience under a properly licensed contractor, engineer or inspector. A 2-yr degree must accompany 3-years of inspection or construction experience under a properly licensed contractor, engineer or inspector.

Section 3 – Letter of Technical Supervision or Documentation of Experience

Level I - 6 mos. inspector experience under a standard I, II, or III inspector in the appropriate area with letter; or

1 year of contractor or design experience under an engineer, architect, or contractor in the appropriate area with ltr; or

2 years of construction or inspection experience in fire protection systems under an appropriately licensed contractor; or

4 years of suppression experience with a city, county, volunteer, or other governmental fire department; or

2 years of inspection experience; or

2 years of experience as an owner, manager, or supervisor of a residential construction company and who has a license as a residential contractor and who has construction experience; or

2 years of construction experience as a subcontractor or employee of a residential contractor on a minimum of 2 level I buildings; or

2 years of installation experience for electrical, mechanical, or plumbing under an appropriately licensed contractor.

Level II - 3-years inspection experience with ltr (including 1 year under a Probationary Level II & 2 level II projects) under a standard II or III inspector in the appropriate area; or

3-years of contractor or design experience with ltr (including 2 level II projects) under an engineer, architect, or contractor in the appropriate technical area; or

2 years of inspection experience under a probationary II.

Level III - 4-years inspection experience with ltr (including 1 year under a Probationary Level III and 2 level III projects) under a III inspector in the appropriate technical area; or

4-years inspection experience with ltr (including 2 of the 4 years in a position of supervisor in responsible charge of a minimum of 2 level II projects) under an appropriately licensed contractor, engineer or architect; or

1 year of inspection experience under a probationary III

