NEW JERSEY STATE BOARD OF EXAMINERS OF
MASTER PLUMBERS

MASTER PLUMBER
LICENSURE EXAMINATION
CANDIDATE INFORMATION BULLETIN

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Please refer to our website to check for the most updated information at www.psiexams.com

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Last Revised 5/8/2015
New Jersey State Board of Examiners of Master Plumbers
Examination Procedure Checklist

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

 You must get authorization from the New Jersey State Board of Examiners of Master Plumbers (the Board) to take your initial examination. Go to http://www.njconsumeraffairs.gov/plumber/masterexam.pdf for the application process. If you have additional questions call (973) 504-6420.
 Upon approval from the Board, you will be sent an Examination Eligibility Notice, along with instructions for paying and scheduling the examination.
 You must pass the Master Plumber, Master Plumber Practical, and Business and Law examinations to qualify to be licensed as a New Jersey Master Plumber.
 If you are taking an examination for the first time, you will be required to take all three examinations on the same day.
 If you fail the examination, you make retest on an unlimited basis. However you must wait 6 months between each attempt.

Schedule for your examination:

 Upon approval from the Board, you are responsible for contacting PSI to pay for and schedule for the examination. You may either schedule via the Internet at www.psiexams.com, or schedule over the telephone at (800) 733-9267.

Take your examination:

 Must bring one form of identification, which bears your signature and has your photograph.
  – Your name as shown on the application form must exactly match the name on the photo I.D. used when checking in at the examination site.
 Please arrive 30 minutes prior to appointment.

After your examination:

 You will receive your results upon completion.
 Your results will be transmitted to the Board.
EXAMINATIONS BY PSI SERVICES LLC

The New Jersey State Board of Examiners of Master Plumbers (the Board) has contracted with PSI Services LLC (PSI) to conduct the examination program. PSI provides these examinations through a network of computer examination centers in New Jersey.

GUIDELINES FOR EXAMINATION QUALIFICATION

You must get authorization from the New Jersey State Board of Examiners of Master Plumbers (the Board) to take your initial examination. Go to http://www.njconsumeraffairs.gov/plumber/masterexam.pdf for the application process. If you have additional questions call (973) 504-6420.

Upon approval from the Board, you will be sent an Examination Eligibility Notice, along with instructions for paying and scheduling the examination.

If you fail the examination, you may retest on an unlimited basis. However you must wait 6 months between each attempt.

EXAMINATION PAYMENT AND SCHEDULING PROCEDURES

Once approved by the Board, it is your responsibility to contact PSI to pay and schedule for the examination.

<table>
<thead>
<tr>
<th>Examination</th>
<th>Fee</th>
</tr>
</thead>
<tbody>
<tr>
<td>Master Plumber</td>
<td>$83</td>
</tr>
<tr>
<td>Business and Law</td>
<td>$43</td>
</tr>
<tr>
<td>Master Plumber Practical</td>
<td>$103</td>
</tr>
</tbody>
</table>

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

ON-LINE (WWW.PSIEXAMS.COM)

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

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

See step-by-step instructions on the following page.

TELEPHONE

The second fastest method of scheduling is via the telephone with PSI’s Interactive Voice Response system (IVR) during non-business hours or through live registrars during business hours. For telephone registration, call (800) 733-9267, 24 hours a day and register using the Automated Registration System. Otherwise, PSI registrars are available Monday through Friday between 7:30 am and 10:00 pm, and Saturday-Sunday between 9:00 am and 5:30 pm, Eastern Time.

FAX REGISTRATION

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

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

EMAIL REGISTRATION

Complete the PSI registration form (found at the end of this bulletin), including your credit card number and expiration date. Email the completed form to PSI at examsschedule@psionline.com. Email registrations are accepted 24 hours a day.

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

STANDARD MAIL REGISTRATION

Complete the PSI registration form (found at the end of this bulletin), and send the form with the appropriate examination fee to PSI. You may pay fees by credit card (VISA, MasterCard, American Express or Discover), company check, money order or cashier’s check, made payable to PSI. Print your name in the memo section of the company check, money order or cashier’s check so we can ensure the payment is applied to your registration. CASH and PERSONAL CHECKS ARE NOT ACCEPTED.

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

RESCHEDULING/CANCELING AN EXAMINATION APPOINTMENT

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

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

MISSED APPOINTMENT OR LATE CANCELLATION

If you miss your appointment, 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 scheduled examination date;
 Do not appear for your examination appointment;
 Arrive after examination start time;
 Do not present proper identification when you arrive for the examination.

SPECIAL EXAMINATION ARRANGEMENTS (ADA)

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 seeking special accommodations must fill out the form at the end of this Candidate Information Bulletin and fax to PSI (702) 932-2666.

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 via telephone and email. However, you may check the status of your examination schedule by calling (800) 733-9267. Every effort will be made to reschedule your examination at a convenient time as soon as possible. You will not be penalized. You will be rescheduled at no additional charge.

Internet Registration: instructions for scheduling an examination online at www.psiexams.com

1. Go to www.psiexams.com and select “Create an Account”.

   If you have already registered and created an account, type in your email address and password.

   2. VERY IMPORTANT STEP. You must put in your email address and the spelling of your name EXACTLY as it was submitted to the Board.

   3. Be sure to check the box “Check here to attempt to locate existing records for you in the system” and select Submit.
4. Select the organization, state, and account (as seen below). Enter your SS # and select Submit.

5. If your eligibility has been sent, the system will find your imported record. You are now ready to pay and schedule for the examination. Select “Pay for a test.”

6. Type in your credit card information and select Submit.

7. Select Schedule for a Test. Enter your zip code or the city where you live and select Search. You will get a list of the testing sites closest to you. Select the desired Test center and select Continue.

8. You will now see the availability. Click on the date and time of your choice and select Schedule.

9. A confirmation will appear that you can print out, and you will receive an email confirmation.
EXAMINATION SITE LOCATIONS

BRICK
260 CHAMBERS BRIDGE ROAD, FIRST FLOOR
BRICK, NJ 08723

CHERRY HILL
950 N. KINGS HWY., SUITE 301
CHERRY HILL, NJ 08034

HAMILTON SQUARE AREA
IBIS PLAZA SOUTH
3525 QUAKERBRIDGE ROAD, SUITE 1000
HAMILTON TOWNSHIP, NJ 08619
FROM I-95 S, TAKE EXIT #9/NEW BRUNSWICK (US-1)/EAST BRUNSWICK ONTO RT-18 N TOWARD NEW BRUNSWICK/US-1 TOWARD TRENTON. TAKE RAMP ONTO CR-533 S TOWARD PROVINCE LINE RD/QUAKER BRIDGE RD/QUAKER BRIDGE RD.

NEW PROVIDENCE
MURRAY HILL OFFICE CENTER
571 CENTRAL AVENUE, SUITE 105
NEW PROVIDENCE, NJ 07974
FROM: ROUTE 78 WESTBOUND. TAKE EXIT 43 ONTO DIAMOND HILL ROAD. AT THE SECOND STOPLIGHT, TURN RIGHT ONTO MOUNTAIN AVENUE. TURN LEFT AT THIRD LIGHT, SOUTH STREET. TURN LEFT AT THE NEXT TRAFFIC LIGHT ONTO CENTRAL AVENUE. THE MURRAY HILL OFFICE CENTER, 571 CENTRAL AVENUE, WILL BE ON YOUR RIGHT.

FROM: ROUTE 78 EASTBOUND. TAKE EXIT 44 TO TRAFFIC LIGHT. TURN LEFT ONTO GLENSIDE AVENUE. PROCEED TO THE NEXT LEFT TURN UNDER ROUTE 78 TOWARD NEW PROVIDENCE. AS THE ROAD BECOMES SOUTH STREET. CONTINUE TO THE SECOND LIGHT AND TURN LEFT ONTO CENTRAL AVE. THE MURRAY HILL OFFICE CENTER, 571 CENTRAL AVENUE, WILL BE ON YOUR RIGHT.

FROM: NEW JERSEY TURNPIKE. TAKE EXIT 14, STAY TO THE LEFT THROUGH THE TOLL. FOLLOW SIGNS FOR ROUTE 78 - EXPRESS WESTBOUND. FOLLOW SAME AS ABOVE FOR ROUTE 78 WESTBOUND.

FROM: GARDEN STATE PARKWAY SOUTH. TAKE EXIT 142 AND FOLLOW THE SIGNS FOR ROUTE 78 WEST. FOLLOW SAME AS ABOVE FOR ROUTE 78 WESTBOUND.

FROM: GARDEN STATE PARKWAY NORTH. TAKE EXIT 142B AND FOLLOW THE SIGNS FOR ROUTE 78 WEST. FOLLOW SAME AS ABOVE FOR ROUTE 78 WESTBOUND.

NORTH BRUNSWICK
THE SHOPPES AT NORTH BRUNSWICK
980 SHOPPES BLVD., 2ND FLOOR
NORTH BRUNSWICK, NJ 08902
TAKE THE NEW JERSEY TURNPIKE LEFT EXIT ON I-95 S TOWARD TURNPIKE SOUTH. TAKE EXIT #9/New Brunswick (US-1)/East Brunswick OnTo Rt-18 N Toward New Brunswick. Take ramp onto Us-1 toward Trenton. Take ramp toward Rt-130/171 N. Stay right toward 171. Turn left at Traffic light and stay in the middle lane. After 2nd Traffic light, turn right into the shopping center. The site is located in the Remax Bldg, near Tablotts.

NORTHFIELD AREA (LINWOOD)
CENTRAL PARK EAST
222 NEW ROAD, SUITE 301
LINWOOD, NJ 08221
FROM THE NORTH, TAKE THE GARDEN STATE PKY SOUTH TO EXIT #36 NORTHFIELD/MARGATE ONTO TILTON RD(CR-563). IN JUST UNDER 2 MILES MAKE A RIGHT ONTO NEW RD (US-9). DRIVE 1.5 MILES SOUTH, TILL YOU WILL SEE THE SIGN ON THE LEFT FOR # 222 (CENTRAL PARK EAST) . JUST PAST CENTRAL AVE. (IF YOU REACH THE GULF STATION YOU HAVE TRAVELED A LITTLE BIT TO FAR). TURN LEFT INTO THE PROFESSIONAL PARK AT THE FLOWER BED WITH THE 222 SIGN IN IT. USE THE FIRST PARKING LOT ON YOUR RIGHT, AND LOOK FOR THE LARGE PSI SIGN NEXT TO OUR FRONT DOOR (SUITE 301).

FROM THE SOUTH, TAKE THE GARDEN STATE PKY NORTH TO EXIT #29 SOMERS POINT. THIS WILL PUT YOU ON NEW RD (US-9). AFTER DRIVING NORTH FOR A LITTLE MORE THAN 4 MILES YOU WILL FIRST SEE A GULF STATION. NUMBER 222 NEW RD (CENTRAL PARK EAST) IS JUST PAST THE GULF STATION (0.1 MILES) AND ON THE SAME SIDE. TURN RIGHT INTO THE PROFESSIONAL PARK AT THE FLOWER BED WITH THE 222 SIGN IN IT. USE THE FIRST PARKING LOT ON YOUR RIGHT, AND LOOK FOR THE LARGE PSI SIGN NEXT TO OUR FRONT DOOR (SUITE 301).

FROM THE WEST, USE THE BLACK HORSE PIKE (US-40 W/ US-322 W) TO THE SOUTH, TAKE THE GARDEN STATE PKY NORTH TO EXIT # 29 SOMERS POINT. THIS WILL PUT YOU ON NEW RD (US-9). AFTER DRIVING NORTH FOR A LITTLE MORE THAN 4 MILES YOU WILL FIRST SEE A GULF STATION. NUMBER 222 NEW RD (CENTRAL PARK EAST) IS JUST PAST THE GULF STATION (0.1 MILES) AND ON THE SAME SIDE. TURN RIGHT INTO THE PROFESSIONAL PARK AT THE FLOWER BED WITH THE 222 SIGN IN IT. USE THE FIRST PARKING LOT ON YOUR RIGHT, AND LOOK FOR THE LARGE PSI SIGN NEXT TO OUR FRONT DOOR (SUITE 301).


PARAMUS
1 KALISA WAY, SUITE 107
PARAMUS, NJ 07652

PARSIPPANY
239 NEW ROAD, SUITE A-203
PARSIPPANY, NJ 07054
FROM I-80 WEST: TAKE EXIT #1/New Rd TOWARDS US-46. MAKE A SLIGHT RIGHT ONTO NEW ROAD. CONTINUE TO 239 NEW ROAD ON THE RIGHT. PSI IS LOCATED IN BUILDING A (FIRST BUILDING ON RIGHT), SUITE 203. FROM I-80 WEST: TAKE EXIT #1/New Rd. At stoplight (at end of ramp) turn left onto New Rd. Continue to 239 New Rd. On the right. PSI is located in building a (first building on right), suite 203.

SECAUCUS
110-B MEADOWLANDS PARKWAY, SUITE 204
SECAUCUS, NJ 07094
FROM I-95 N, TAKE THE RT-3 EXIT, EXIT 16W, TOWARD SECAUCUS/RT-120/LINCOLN TUNNEL. TURN RIGHT ONTO S SERVICE ROAD. MERGE ONTO RT-3 E. TAKE THE MEADOWLAND PARKWAY EXIT.
On the day of the examination, you should arrive 30 minutes before your appointment. This extra time is for sign-in, identification, and familiarizing you with the examination process. If you arrive late, you may not be admitted to the examination site and you will forfeit your examination registration fee.

REQUIRED IDENTIFICATION

Candidates need to provide one (1) form of identification.

Candidates must register for the exam with their LEGAL first and last name as it appears on their government issued identification. All required identification below must match the first and last name under which the candidate is registered. Candidates are required to bring one (1) form of valid (non-expired) signature bearing identification to the test site.

PRIMARY IDENTIFICATION (with photo) - Choose One
- State issued driver’s license
- State issued identification card
- US Government Issued Passport
- US Government Issued Military Identification Card
- US Government Issued Alien Registration Card
- Canadian Government Issued ID

NOTE: ID must contain candidate’s photo, be valid and unexpired.

If the candidate fails to bring proper identification or the candidate names do not match, the candidates will not be allowed to test and their examination fee will not be refunded.

SECURITY PROCEDURES

The following security procedures apply during examinations:

- You will have access to an online calculator.
- You will be given a piece of scratch paper and a pencil. These will be returned to the proctor at the end of your examination.
- No children, notes, books, briefcases, backpacks, hats, cellular telephones, or pagers are allowed in the examination area (and examination centers have no space to store your items). Small purses (size of a wallet) will be permitted. Larger purses cannot be taken to the candidate’s seat.
- No smoking, eating, or drinking is allowed in the examination center.
- Once you have been seated and the examination begins, you may leave the examination center only to use the restroom, and only after obtaining permission from the proctor. You will not receive extra time to complete the examination.
- Any candidate seen giving or receiving assistance, found with unauthorized materials, or who violates any security regulation will be asked to surrender all examination materials and to leave the examination center. All such instances will be reported to the Board and you may be denied licensure.

COPYING OR COMMUNICATING EXAMINATION CONTENT IS A VIOLATION OF PSI SECURITY REGULATIONS AND MAY RESULT IN THE CANCELLATION OF YOUR EXAMINATION, NULLIFICATION OF EXAMINATION RESULTS, FORFEITURE OF EXAMINATION FEES OR LEGAL ACTION.

TAKING THE EXAMINATION BY COMPUTER

Taking the PSI examination by computer is simple. You do not need any computer experience or typing skills. You will use fewer keys than you use on a touch-tone telephone. All response keys are colored and have prominent characters. An illustration of the special keyboard is shown here. You may also use the mouse.

IDENTIFICATION SCREEN

You will be directed to a semiprivate testing station to take the examination. When you are seated at the testing station, you will be prompted to confirm your name, identification number, and the examination for which you are registered.

TUTORIAL

Before you start your examination, an introductory tutorial to the computer and keyboard is provided on the computer screen. The time you spend on this tutorial, up to 15 minutes, DOES NOT count as part of your examination time. Sample questions are included following the tutorial so that you may practice using the keys, answering questions, and reviewing your answers.

EXAMINATION QUESTION EXAMPLE

You will begin with an Examination Tutorial to practice answering questions and review the computer examination process. The “Function Bar” at the top of the screen provides mouse-click access to the features available on the current examination. These also are available by using the labeled keys on the keyboard.
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.

EXAMINATION REVIEW

PSI, in cooperation with the Board, will be consistently evaluating the examinations being administered to ensure that the examinations accurately measure competency in the required knowledge areas. While taking the examination, examinees will have the opportunity to provide comments on any questions, by using the comments key on the keyboard. These comments will be analyzed by PSI examination development staff. PSI does not respond to individuals regarding these comments, all substantive comments are reviewed. This is the only review of examination materials available to candidates.

SCORE REPORTING

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

- If you pass, you will receive a successful score report.
- If you do not pass, you will receive a diagnostic report indicating your strengths and weaknesses by examination type on the score report.

DUPLICATE SCORE REPORTS

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

EXPERIMENTAL QUESTIONS

In addition to the number of examination questions specified, a small number of 5 to 10 "experimental" questions may be administered during the examinations. These items 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.
BUSINESS AND LAW EXAMINATION

<table>
<thead>
<tr>
<th># of Questions</th>
<th>% Required to Pass</th>
<th>Time Allowed</th>
</tr>
</thead>
<tbody>
<tr>
<td>50</td>
<td>70% (35 correct)</td>
<td>130 Minutes</td>
</tr>
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</table>

CONTENT OUTLINE

<table>
<thead>
<tr>
<th>Subject Area</th>
<th># Items Test</th>
</tr>
</thead>
<tbody>
<tr>
<td>Business Organization</td>
<td>2</td>
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<tr>
<td>Licensing</td>
<td>5</td>
</tr>
<tr>
<td>Estimating and Bidding</td>
<td>7</td>
</tr>
<tr>
<td>Contract Management</td>
<td>8</td>
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<tr>
<td>Project Management</td>
<td>5</td>
</tr>
<tr>
<td>Risk Management</td>
<td>4</td>
</tr>
<tr>
<td>Safety</td>
<td>4</td>
</tr>
<tr>
<td>Labor Law</td>
<td>4</td>
</tr>
<tr>
<td>Financial Management</td>
<td>5</td>
</tr>
<tr>
<td>Tax Law</td>
<td>3</td>
</tr>
<tr>
<td>Lien Law</td>
<td>3</td>
</tr>
</tbody>
</table>

REFERENCE LIST

The reference material listed below was used to prepare the questions for this examination. The examination may also contain questions based on trade knowledge or general industry practices.

This examination is OPEN BOOK.

*The following reference materials will be allowed in the examination center through 6/7/2015 only:


New Jersey Permanent Statutes, Title 45 Professions and Occupations, New Jersey Uniform Enforcement Act, NJSA 45:1.1 through 45:1.33; latest available.

New Jersey Permanent Statutes, Title 2A Administration of Civil and Criminal Justice, Construction Lien Law, NJSA 2A:44-1 through 2A:44-38; latest available.

State Site for Statutes:
http://lis.njleg.state.nj.us/cgi-bin/om_isapi.dll?clientID=245937346&expandheadings=off&headingswithhits=on&infobase=statutes.nfo&softpage=TOC_Frame_Pg42

State web page:
http://lis.njleg.state.nj.us/cgi-bin/om_isapi.dll?clientID=245937700&depth=2&expandheadings=on&headingswithhits=on&infobase=statutes.nfo&record={12DE3}@softpage=Doc_Frame_PG42

Other websites that provide access:
http://njconsumeraffairs.gov/fbl/
http://njlaw.rutgers.edu/cgi-bin/njstats/showsections.cgi?title=2A&chapter=44A


*Candidates are responsible for bringing their own references to the examination center. Reference materials may be highlighted, underlined, and/or indexed prior to the examination session. However, references may not be written in. Any candidate caught writing in the references during the examination will have the references confiscated and will be reported to the Committee. Furthermore, candidates are not permitted to bring in any additional papers (loose or attached) with their approved references. Any additional materials will be removed from the references and confiscated. References may be tabbed/indexed with permanent tabs only. Temporary tabs, such as Post-It notes, are not allowed and must be removed from the reference before the exam will begin.

If you download a reference from the Internet, it must be spiral bound or hole-punched and placed in a binder, or stapled in the left hand corner.

MASTER PLUMBER PRACTICAL EXAMINATION

<table>
<thead>
<tr>
<th># of Questions</th>
<th>% Required to Pass</th>
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<tbody>
<tr>
<td>25</td>
<td>70% (18 correct)</td>
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<tbody>
<tr>
<td>Isometric Analysis</td>
<td>22</td>
</tr>
<tr>
<td>Figure Analysis</td>
<td>3</td>
</tr>
</tbody>
</table>

REFERENCE LIST

This examination is closed book.

The following reference tools were utilized to develop the examination; however, they are NOT allowed in the examination center:


**NEW JERSEY PLUMBERS**

**EXAMINATION REGISTRATION FORM**

<table>
<thead>
<tr>
<th>Social Security Number</th>
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<table>
<thead>
<tr>
<th>Legal Last Name</th>
<th>Legal First Name</th>
<th>Middle Initial</th>
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<table>
<thead>
<tr>
<th>Residence Address</th>
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<table>
<thead>
<tr>
<th>City</th>
<th>State</th>
<th>Zip Code</th>
<th>Contact Phone Number (including area code)</th>
</tr>
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<tr>
<td></td>
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<td>(________) _______ - _____________________</td>
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<table>
<thead>
<tr>
<th>Email Address</th>
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### EXAMINATIONS

<table>
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<td>Master Plumber Practical</td>
<td>$103</td>
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</table>

Examination fees payable to PSI may be made by cashier's check, company check, or money order. Please note your Social Security Number on your check or money order. **Cash and personal checks are NOT accepted. Registration fees are not refundable or transferable.**

Or you may pay with credit card:

- Check One: ☐ VISA  ☐ MasterCard  ☐ American Express  ☐ Discover

<table>
<thead>
<tr>
<th>Card No:_______________________________</th>
<th>Exp. Date:_______________________________</th>
</tr>
</thead>
</table>

<table>
<thead>
<tr>
<th>Card Verification No:__________________</th>
<th>For your security, PSI requires you to enter the card identification number located on your credit card. The card identification number is located on the back of the card and consists of the last three digits on the signature strip.</th>
</tr>
</thead>
</table>

<table>
<thead>
<tr>
<th>Bill Street Address:___________________</th>
<th>Billing Zip Code:_____________________</th>
</tr>
</thead>
</table>

<table>
<thead>
<tr>
<th>Cardholder Name (Print):________________</th>
<th>Signature:_____________________________</th>
</tr>
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</table>

### SPECIAL ACCOMMODATION REQUEST:

<table>
<thead>
<tr>
<th>I am faxing the Special Arrangement Request Form (on the following page) and required documentation. ☐ Yes ☐ No</th>
</tr>
</thead>
</table>

### AFFIDAVIT

I certify that the information provided on this registration form (and/or telephonically to PSI) is correct. I understand that any falsification of information may result in denial of licensure. I have read and understand the examination information bulletin.

Applicant's Signature __________________________ Date __________________________

Mail this Registration Form, along with the examination fee to PSI, 3210 E Tropicana, Las Vegas, NV 89121 ATTN: NJ PL

You may also fax it to 702-932-2666 or email to examschedule@psionline.com.
All examination centers are equipped to provide access in accordance with the Americans with Disabilities Act (ADA) of 1990. Applicants with disabilities may request special examination arrangements.

Candidates who wish to request special arrangements because of a disability should fax this form and supporting documentation to PSI at (702) 932-2666.

Requirements for special arrangement requests

You are required to submit documentation from the medical authority or learning institution that rendered a diagnosis. Verification must be submitted to PSI on the letterhead stationery of the authority or specialist and include the following:

- Description of the disability and limitations related to testing
- Recommended accommodation/modification
- Name, title and telephone number of the medical authority or specialist
- Original signature of the medical authority or specialist

Date________________________________________________

SS#:________________________________________________________

Legal Name: ___________________________________________________________________________________________________

Last Name                                                                    First Name

Board Account #: ____________________________________________________________________________________________________

Address: ________________________________________________________________________________

Street                                                                          City, State, Zip Code

Telephone: (_______) __________ - _______       (_______) __________ - _______

Home     Work

Check any special arrangements you require (requests must concur with documentation submitted):

☐ Reader (as accommodation for visual impairment or learning disability)       ☐ Extended Time
                                                                                       (Additional time requested:___________)

☐ Large-print written examination                                              ☐ Other__________________________________________

**Complete and fax this form, along with supporting documentation, to (702) 932-2666.**

**After 4 business days, please call (800) 367-1565, ext 6750 and leave a voice message.**

**PSI Special Accommodations will call you back to schedule the examination within 48 hours.**

DO NOT SCHEDULE YOUR EXAMINATION UNTIL THIS DOCUMENTATION HAS BEEN RECEIVED AND PROCESSED BY PSI SPECIAL ACCOMMODATIONS.
BOOKS AND MORE ARE NOW AVAILABLE AT THE PSI ONLINE STORE!

To place an order for one or more of the following items listed, you may:

- Order online at www.psionlinestore.com
- Call the PSI Online store toll-free at (866) 589-3088

Note: prices are available online at www.psionlinestore.com

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

- You may also place a checkmark next to the items that you would like to order, and fax this form to PSI (be sure to include your contact information). A Customer Service Rep will call you to place the order.

FAX to:
PSI licensure: certification
Fax (702) 932-2668

Name: ______________________________________________________________________________________
Address: ______________________________________________________________________________________
City_______________________________________________________State______________________Zip________
Phone Number: __________________________________________________________________________________