

City of Lawrence, Kansas Tradesperson Licensing Requirements Table
Chapter V, Article 5-17 of the City of Lawrence Code

Trade Certificate Type	Types of Work Allowed by Certificate	Practical Field Experience, Training & Cert. Requirements ¹	Exam/Certification Requirements ^{2,3,4}	Min. Pass Score	Initial License Fee	Annual License Renew Fee ⁵	Supervision Requirements	Continuing Education Requirements ⁶
Master Electrician	A person who works for an electrical contractor and designs and/or installs electrical systems, and who may supervise others, and has passed an examination as a master electrician pursuant to the Kansas Statutes Annotated, and amendments thereto. A master electrician may become an electrical contractor by meeting all of the requirements for licensure as an electrical contractor under City Code Chapter V, Article 15 .	Four years practical field experience or two years as a journeyman within the electrical trade.	Standard examinations for the competency of master electricians, as promulgated or administered, or both, by the International Code Council (ICC), or by Prometric. See Approved Contractor & Tradesperson License Exams .	75%	\$20	\$10	Where a license or certificate is required to do work, an apprentice, as defined in City Code Chapter V, Article 17 , may perform said work with direct supervision of a certified person. Not more than two apprentices shall work under direct supervision of one licensed person.	Persons seeking to obtain or renew licenses will be required to provide proof of successful completion of six hours of continuing education within the previous calendar year. Each subsequent year an additional six hours of training will be required to achieve the necessary twelve hours every two years. Training must be approved by the City of Lawrence, and must directly pertain to the license category.
Journeyman Electrician	A person who labors at the electrical trade as an employee of an electrical contractor, and has passed an examination as a journeyman electrician pursuant to the Kansas Statutes Annotated, and amendments thereto.	Two years practical field experience within the electrical trade.	Standard examinations for the competency of journeyman electricians, as promulgated or administered, or both, by the International Code Council (ICC), or by Prometric. See Approved Contractor & Tradesperson License Exams .	75%	\$20	\$10	Same as for Master Electrician above.	Same as for Master Electrician above.
Residential Electrician	A person who labors at the electrical trade as an employee of an electrical contractor and who has passed a Prometric examination as a residential electrician or other exam approved by the Code Official. A residential electrician may install electrical systems in one and two-family dwellings without supervision. A residential electrician shall work as an apprentice when not working on systems in one and two family dwellings.	Two years practical field experience within the electrical trade with installation experience in one and two-family dwellings.	Standard examinations for the competency of residential electricians, as promulgated or administered, or both, by the International Code Council (ICC), or by Prometric. See Approved Contractor & Tradesperson License Exams .	75%	\$20	\$10	Same as for Master Electrician above.	Same as for Master Electrician above.
Master Mechanical	A person who works for a mechanical contractor and designs and/or installs mechanical systems, and who may supervise others, and has passed an examination as a master mechanical pursuant to the Kansas Statutes Annotated, and amendments thereto. A master mechanical may become a mechanical contractor by meeting all of the requirements for licensure as a mechanical contractor under Code Chapter V, Article 15 .	Four years practical field experience or two years as a journeyman within the mechanical trade.	Standard examinations for the competency of master heating, ventilation and air conditioning mechanics, as promulgated or administered, or both, by the International Code Council (ICC), or by Prometric. See Approved Contractor & Tradesperson License Exams .	75%	\$20	\$10	Same as for Master Electrician above.	Same as for Master Electrician above.

City of Lawrence, Kansas Tradesperson Licensing Requirements Table (page 2)

Trade Certificate Type	Types of Work Allowed by Certificate	Practical Field Experience, Training & Cert. Requirements¹	Exam/Certification Requirements^{2,3,4}	Min. Pass Score	Initial License Fee	Annual Renew Fee⁵	Supervision Requirements	Continuing Education Requirements⁶
Journeyman Mechanical	A person who labors at the mechanical trade as an employee of a mechanical contractor, and has passed an examination as a journeyman mechanical pursuant to the Kansas Statutes Annotated and amendments thereto.	Two years practical field experience within the mechanical trade.	Standard exams for competency of journeyman heating, ventilation and air conditioning mechanics, as promulgated or administered, or both, by the International Code Council (ICC), or by Prometric. See Approved Contractor & Tradesperson License Exams.	75%	\$20	\$10	Same as for Master Electrician above.	Same as for Master Electrician above.
Residential Mechanical	A person who labors at the mechanical trade in one and two-family dwellings as an employee of a licensed mechanical contractor, and who has passed a Prometric residential mechanical examination or other exam approved by the Building Official. On installations other than one and two-family dwellings, a residential mechanic shall work as an apprentice.	Two years practical field experience within the mechanical trade with installation experience in one and two-family dwellings.	Standard exams for competency of residential heating, ventilation and air conditioning mechanics, as promulgated or administered, or both, by Prometric, or by other exam approved by the Building Official. See Approved Contractor & Tradesperson License Exams.	75%	\$20	\$10	Same as for Master Electrician above.	Same as for Master Electrician above.
Sheet Metal	A person who labors at the mechanical trade, limited to the installation, fabrication, alteration, extension or repair of sheet metal work while employed by a licensed mechanical contractor and who has passed a Prometric sheet metal examination or other exam approved by the Building Official.	Two years practical field experience within the mechanical trade.	Standard exams for competency of persons who work in the mechanical trade, limited to installation, fabrication, alteration, extension or repair of sheet metal work, as promulgated or administered, or both, by Prometric, or by other exam approved by Building Official. See Approved Contractor & Tradesperson License Exams.	75%	\$20	\$10	Same as for Master Electrician above.	Same as for Master Electrician above.
Master Plumber	A person who works for a plumbing contractor and designs and/or installs plumbing systems, and who may supervise other plumbers, and has passed an examination as a master plumber pursuant to the Kansas Statutes Annotated, and amendments thereto. A master plumber may become a plumbing contractor by meeting all of the requirements for licensure as a plumbing contractor under City Code Chapter V, Article 15.	Four years practical field experience or two years as a journeyman within the plumbing trade.	Standard exams for competency of master plumbers, as promulgated or administered, or both, by the International Code Council (ICC), or by Prometric. See Approved Contractor & Tradesperson License Exams.	75%	\$20	\$10	Same as for Master Electrician above.	Same as for Master Electrician above.
Journeyman Plumber	A person who labors at the trade of plumbing as an employee of a plumbing contractor, and has passed an examination as a journeyman plumber pursuant to the Kansas Statutes Annotated, and amendments thereto.	Two years practical field experience within the plumbing trade.	Standard exams for competency of journeyman plumbers, as promulgated or administered, or both, by the International Code Council (ICC), or by Prometric. See Approved Contractor & Tradesperson License Exams.	75%	\$20	\$10	Same as for Master Electrician above.	Same as for Master Electrician above.

City of Lawrence, Kansas Tradesperson Licensing Requirements Table (page 3)

Trade Certificate Type	Types of Work Allowed by Certificate	Practical Field Experience, Training & Cert. Requirements ¹	Exam/Certification Requirements ^{2,3,4}	Min. Pass Score	Initial License Fee	Annual Renew Fee ⁵	Supervision Requirements	Continuing Education Requirements ⁶
Master Fireplace Installer	A person who works for a fireplace contractor and designs and/or installs fireplace systems, and who may supervise others, and has passed an exam as a master mechanical pursuant to the Kansas Statutes Annotated, and amendments thereto, or possesses a current wood and gas fireplace certification issued by the National Fireplace Institute or other approved organizations on the basis of having passed an approved certification exam. A master fireplace may become a fireplace contractor by meeting all of the requirements for licensure as a fireplace contractor under City Code Chapter V, Article 15 .	Four years practical field experience or two years as a journeyman within the fireplace design and/or installation trade.	Standard exams for competency of master heating, ventilation and air conditioning mechanics, as promulgated or administered, or both, by the International Code Council (ICC), or by Prometric, or possesses a current wood and gas fireplace certification issued by National Fireplace Institute or other approved organizations on basis of having passed an approved certification examination. See Approved Contractor & Tradesperson License Exams .	75%	\$20	\$10	Same as for Master Electrician above.	Same as for Master Electrician above.
Journeyman Fireplace Installer	A person who labors at the fireplace trade as an employee of a fireplace contractor, and has passed an exam as a journeyman mechanical pursuant to the K.S.A. Annotated, and amendments thereto, or passed an approved fireplace certification examination. Only exams developed by an independent nationally recognized testing or educational institution, approved by the Building Official, will be accepted. Mechanical Journeyman Fireplace licensee work is limited to installation, service & maintenance of factory-built fireplace systems.	Two years practical field experience within the fireplace design and/or installation trade.	Standard exams for competency of journeyman heating, ventilation and air conditioning mechanics, as promulgated or administered, or both, by the International Code Council (ICC), or by Prometric, or passed an approved fireplace certification examination. See Approved Contractor & Tradesperson License Exams .	75%	\$20	\$10	Same as for Master Electrician above.	Same as for Master Electrician above.

¹Education. A degree in engineering conferred by an accredited college or university may be substituted for two and one half (2.5) years of practical experience. Also, graduation from an accredited vocation-technical school or other formal training within the field of endeavor may be substituted for one (1) year of practical experience.

²Referenced standard examination websites are as follows: (1) ICC - <http://www.iccsafe.org/Certification/Pages/ThirdPartyContractorTradesExams.aspx>; (2) Prometric - <https://www.prometric.com/en-us/Pages/home.aspx>.

³Testing by Prometric requires that the candidate be sponsored by a local Kansas jurisdiction, such as the City of Lawrence, to sit for an exam. The City of Lawrence has a standard [Tradesperson Licensing/Exam Sponsorship Application](#) that must be submitted to the City of Lawrence for review and approval, along with a \$50 fee, payable to the City of Lawrence.

⁴Testing by ICC for a trade certification does NOT require sponsorship by a Kansas jurisdiction, such as Lawrence, to sit for an exam. However, once an approved ICC trade certification exam has been taken and passed, the City requires the trade license applicant to submit the City's [Trades Licensing Application](#) to City Development Services for review and approval.

⁵The City of Lawrence requires all trade licenses to be renewed annually by December 31st to be valid.

⁶Persons seeking to obtain licenses within the calendar year of the issue date on their Certificate of Competency shall not be required to provide continuing education for that year. The City will approve continuing education programs recognized by the Kansas Mechanical Trades Review Board and/or the Johnson County Contractor Licensing Program. The City will also approve training provided by International Association of Continuing Education Training (IACET) accredited Continuing Education Unit (CEU) providers, such as trade organizations with appropriate accreditation. Finally, the City will approve classes provided by post-secondary education institutions or technical schools with proof of successful completion of the class.