



INITIAL ELECTRICAL OR FIRE ALARM SPECIALTY APPRENTICE REGISTRATION

EFFECTIVE SEPTEMBER 1, 2010, ALL ELECTRICAL APPRENTICES ARE REQUIRED TO BE PARTICIPATING IN AN ELECTRICAL TRAINING PROGRAM APPROVED BY THE ELECTRICAL ADMINISTRATIVE BOARD AS STIPULATED IN THE *STATE OF MICHIGAN SKILLED TRADES REGULATION ACT* ([PA 407 of 2016](#)). FAILURE TO DO SO INVALIDATES THE REGISTRATION. ANY HOURS ACCUMULATED ON AN INVALID REGISTRATION WILL NOT BE CREDITED TOWARDS THE JOURNEYMAN ELECTRICIAN EXAMINATION.

PLEASE BE ADVISED: It is critical that the Apprentice applicant keep track of hours worked. These hours will have to be properly documented and notarized by the employers(s) in order to progress towards application of the Journeyman examination.

The Board is required to review and approve all Apprentice Registrations prior to issuance.

All Apprentices are required to register in the municipality that they reside within 30 days after employment. The expiration date for the Apprentice Registration is August 31st of every year.

City of Detroit Electrical Apprentices must:

- ✓ Complete an [Apprentice Application Form](#).
 - ✓ Submit a passport-sized picture.
 - ✓ Be a Detroit resident and show proof of residency.
 - ✓ Submit a letter of documentation from your current employer attesting to employment related to electrical construction or maintenance of buildings or electrical wiring or equipment under the direct supervision of a person licensed by the City of Detroit, City of Grand Rapids, or the State of Michigan.
 - ✓ All employment letters must be:
 1. Original
 2. Notarized
 3. On company letterhead
 4. Include a brief description of your duties
 5. Signed by the employer or authorized company Human Resources representative
- The Board **will not** accept employment letters that are dated **over 90 days** from when the application is submitted to the Electrical Division.
- ✓ Submit documentation of current and valid participation in a bona fide Apprentice Training Program approved by the Board documenting a minimum of 144 hours for each academic year.
 - ✓ Pay the \$15.00 Registration fee upon approval of application.