



Ohio Administrative Code

Rule 4101:16-2-01 Qualifications to take licensing examination.

Effective: May 13, 2022

In order to qualify to take an examination for a license issued by the appropriate specialty section, an individual must meet all of the following requirements:

(A) Make application with the appropriate specialty section pursuant to rule 4101:16-2-02 of the Administrative Code;

(B) Be at least eighteen years of age;

(C) Be a citizen of the United States of America or provide documentation to demonstrate that the individual is a legal resident alien of the United States;

(D) Successfully pass the criminal background test required by rule 4101:16-2-02 of the Administrative Code;

(E) Not violated any provisions of Chapter 4740. of the Revised Code or any rule adopted pursuant to that chapter;

(F) Not obtained or renewed a license issued pursuant to Chapter 4740. of the Revised Code by fraud, misrepresentation, or deception;

(G) Not engaged in fraud, misrepresentation, or deception in the conduct of business; and

(H) Have been either:

(1) A tradesperson with at least five years of experience in the trade for which the license is being applied immediately prior to the date the application is filed. Credit may be given for time in active military service to meet this requirement. Pursuant to rule 4101:16-3-01 of the Administrative Code, the tradesperson shall provide the appropriate section with documentation demonstrating that the



individual has spent a majority of the required employment period as a tradesperson;

(2) A currently registered engineer in the state of Ohio with three years of business experience in the construction industry trade for which they are applying to take the examination;

(3) Have other experience acceptable to the section of the board that authorizes issuance of the type of license sought. Such acceptable experience may include:

(a) Five years of experience in the trade for which the individual is applying, even when such experience is not during the five years preceding the application, under the following conditions:

(i) Three years of the five years of experience must be obtained by performing construction work on commercial or residential projects in the licensed trade for which the individual is applying;

(ii) Education programs, other than an apprentice program approved by the state of Ohio, may be submitted in lieu of work experience by the applicant up to a maximum of one year of the five years of experience necessary;

(iii) An engineer not currently registered in the state of Ohio must have at least five years of business experience in the construction industry in the licensed trade for which application is made;

(iv) Experience doing maintenance or repair work may be considered as applicable to the five years experience so long as it was maintenance and repair work done on construction projects in the licensed trade for which the individual is applying and subject to the rules promulgated by the Ohio board of building standards pursuant to Chapter 3781. of the Revised Code. All other maintenance and repair experience on projects or structures not subject to the rules of the Ohio board of building standards promulgated pursuant to Chapter 3781. of the Revised Code shall not be considered applicable experience.

(v) The individual shall provide documentation, such as W-2s or obtained permits, as the appropriate specialty section requires to demonstrate that the individual has spent a majority of the required five-year experience period in the licensed trade for which the individual is applying.



(b) Five years experience as an Ohio government inspector in the trade for which the individual is applying.

(c) For the five years immediately prior to the filing of the application, the individual is the full-time owner, partner, or employee of a licensed commercial contracting company in the trade for which the individual is applying.

(d) Such acceptable experience does not include:

(i) Job experience in the construction industry as an inventory worker, counter salesperson, manufacturer representative, purchasing agent, secretary, clerk, or bookkeeper.

(ii) General contractor experience that is not directly related to the trade for which the individual is applying.