

CHAPTER 403
ELECTRICIAN AND ELECTRICAL CONTRACTOR
LICENSING PROGRAM—EDUCATION
[Prior to 7/9/25, see Public Safety Department[661] Ch 505]

Chapter rescission date pursuant to Iowa Code section 17A.7: 5/22/29

DIVISION I
POSTSECONDARY ELECTRICAL EDUCATION PROGRAMS

481—403.1 to 403.100 Reserved.

481—403.101(103) Program approval.

403.101(1) Pursuant to Iowa Code sections 103.12 and 103.12A, an educational institution that plans to offer a postsecondary electrical education program to prepare students to be licensed by the board needs to first obtain approval from the board for the program before students participate in the program. Separate approval is needed for a journeyman electrician program and for a residential electrician program.

403.101(2) The educational institution seeking approval is to apply to the board office on a form specified by the board. The application is to include a certification that the educational institution is currently accredited by a recognized regional or national educational accrediting organization.

403.101(3) Applications seeking initial approval of a journeyman electrician program or a residential electrician program are to be submitted to the board at least 60 days prior to student participation in the program.

403.101(4) The board may set times for periodic review of approved programs and can develop policies that address the following:

- a. Requirements for the submission of applications.
- b. Standards required for program approval.
- c. Standards for withdrawal of approval or discontinuation of an approved program.
- d. Standards for educational content and class attendance, qualifications for instructors, documentation and reporting needed to establish compliance with program requirements, and specification of degrees or diplomas awarded.

403.101(5) Information regarding approved postsecondary electrical education programs may be obtained by contacting the board office. A list of approved postsecondary electrical education programs and other information about postsecondary electrical education programs will be posted on the board's website.

[ARC 7881C, IAB 4/17/24, effective 5/22/24; Editorial change: IAC Supplement 7/9/25]

481—403.102(103) Standards for postsecondary electrical education programs. The board will develop policies establishing the following minimum standards for an approved postsecondary electrical education program:

403.102(1) All necessary subject matter areas as published by the board and available on request from the board office and from the board website. Instruction is to include at least four hours of instruction on the Iowa electrical statute, Iowa Code chapter 103, with a minimum of one hour on Iowa electrical licensing requirements.

403.102(2) Minimum number of contact hours and necessary program attendance policies. Each approved program is to include 30 to 40 percent of contact hours that involve lecture, with all remaining hours consisting of laboratory or shop hours. A student cannot take the licensing examination until all contact hours and the specified number of hours of on-the-job training are completed.

- a. A postsecondary electrical education program for a journeyman electrician license is to include at least 2,000 hours of instruction, with the student completing at least 6,000 hours of on-the-job training before the student will be eligible to take the journeyman electrician examination.

b. A postsecondary electrical education program for a residential electrician license is to include at least 1,000 hours of instruction, with the student completing at least 4,000 hours of on-the-job training before the student will be eligible to take the residential electrician examination.

403.102(3) Minimum qualifications for instructors which include:

- a. Current licensing as an electrician, as set out in the board's policy; and
- b. Compliance with standards set by the Iowa department of education for an instructor at a community college.

[ARC 7881C, IAB 4/17/24, effective 5/22/24; Editorial change: IAC Supplement 7/9/25]

DIVISION II
CONTINUING EDUCATION

481—403.103 to 403.200 Reserved.

481—403.201(103) Continuing education requirements. Each holder of a three-year license is to complete 18 hours of continuing education approved by the board between the time of issuance of the license and prior to issuance of a renewal license.

Exception:

A holder of a license in a category which may be issued for a three-year period whose license is issued for less than a three-year period only needs to complete six hours of continuing education prior to renewal of the license for each year or portion of a year for which the license has been issued.

[ARC 7881C, IAB 4/17/24, effective 5/22/24; Editorial change: IAC Supplement 7/9/25]

481—403.202(103) Course approval.

403.202(1) Any person or institution that plans to offer continuing education courses to meet the requirements of rule 481—403.201(103) is to apply for approval to the board office on a form specified by the board.

403.202(2) Approval by the board should be obtained prior to a course's being offered to a licensee in order to meet the requirements of rule 481—403.201(103).

403.202(3) Applications for initial approval of a continuing education course are to be submitted to the board not less than 45 days prior to student participation in the course.

403.202(4) Approval of a continuing education course is normally for the duration of the three-year licensing period during which approval is received, although approval may be withdrawn for cause prior to the expiration of the licensing period.

403.202(5) Applications for renewal of approval of continuing education courses are to be submitted to the board at least 45 days prior to the expiration of the three-year licensing period. For purposes of this subrule, "renewal" may include the updating of course material in a course previously approved for delivery by the same instructor.

403.202(6) Information regarding approved continuing education courses may be obtained by contacting the board office. A list of approved continuing education courses will be posted on the board website.

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481—403.203(103) Requirements for continuing education programs. A continuing education program can be approved by the board only if the following requirements are met:

403.203(1) The instructor or institution applying for approval of a continuing education course provides at least three letters from educational institutions or government agencies attesting to the instructor's knowledge of and qualifications to teach the subject matter of the course for which approval is sought.

403.203(2) Each instructor is responsible for:

- a. Obtaining and verifying course approval prior to delivery of the course.
- b. Facilitating auditing of the course by any board member or member of the staff of the board. No board or staff member may receive continuing education credit for an audited course.

- c.* Issuing a certificate of completion to each student who completes the course.
- d.* Submitting a class roster, indicating which students completed the course, to the board office within 30 days of completion of the course.

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These rules are intended to implement Iowa Code chapter 103.

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