Oklahoma Construction Industries Board

Request for Formal Education Approval

For Plumbing, Electrical, and Mechanical

This request should be timely filed with the appropriate trade committee. Each approval form applies to one program.

Please attach a copy of the following:

- **Detailed Program Curriculum** (Examples: Books, Itineraries, Hours of instruction/shop time, etc.)
- **Instructor Qualifications** (Examples: Trade license, Resume, Biography, Certifications, etc.)

***Note: If the application is incomplete or the above items are not included, the request will be returned.**

Program Trade

Electrical: ☐ Mechanical: ☐ Plumbing: ☐

Program Structure (Check all that apply)	Program Hours	On-The- Job Learning Hours:
☐ High School Program	Total Program Hours: _____	Total Hours Supervised by an Approved Instructor: _____
☐ Full-Time Program- Day	Total Classroom Hours: _____	
☐ Part-Time Program - Day	Minimum Transcript Hours Allowed: _____	Total Hours Supervised by an Oklahoma Licensed Contractor: _____
☐ Full-Time Program - Night		
☐ Part-Time Program - Night		

Provider Institution: _____

Address: _____

City: _____ State: _____ Zip: _____

Program Instructor: _____

Phone number: _____ Email: _____

By signing this Application, the Instructor Applicant confirms the information provided is true and correct. Further, the Instructor Applicant affirms, if this course is approved by the appropriate Constructions Industries Board Trade Committee, the program will be conducted as submitted and approved by the Committee and will uphold the rules and laws for the specific trades regarding formal education program hours substituting for a portion of the experience requirement for licensing.

Instructor Applicant Signature: _____

To be completed by the Construction Industries Board

Committee name: _____ Approved: _____

Signature: _____ Date: _____

Course ID Number: _____

Submit to: Oklahoma Construction Industries Board
2401 N.W. 23rd, Suite 2F
Oklahoma City, OK 73107
Office: (405) 521-6550 Fax: (405) 521-6525