

# A Grade Electrician's Licence Checklist

## Electrical Apprentice



An electrician must be licenced to carry out electrical work in Victoria. Use the check list below to determine if you meet the requirements to apply for an A grade electrician's licence with Energy Safe Victoria.

Electrical Apprentice Training Contract	Yes	No
I have completed my apprentice training contract. (It is illegal to carry out electrical work three months from your completion date if you do not hold a licence.)	<input type="checkbox"/>	<input type="checkbox"/>
I have received a letter from VRQA notifying my apprenticeship is now complete.	<input type="checkbox"/>	<input type="checkbox"/>
Trade School		
I have received a Certificate III in Electrotechnology Electrician from my trade school	<input type="checkbox"/>	<input type="checkbox"/>
Licensing Assessments		
I have received a result of 75% or greater for my Licenced Electrician's Theory assessment	<input type="checkbox"/>	<input type="checkbox"/>
I have received a result of 75% or greater for my Licenced Electrician's Practical assessment	<input type="checkbox"/>	<input type="checkbox"/>
I have received a result of 75% or greater for my Safe Work Practice assessment	<input type="checkbox"/>	<input type="checkbox"/>
Employer Letter		
My employer has given me a letter stating I have carried out a minimum period of 12 months electrical installation work with their company (dates must be provided) The letter must include the following: - Type of electrical work you have carried out - Type of equipment worked on - Type of industries you have worked in (domestic, industrial, commercial) The letter must be on a letter head, or have the company details provided and be signed by the employer.	<input type="checkbox"/>	<input type="checkbox"/>
ESV Connect		
I have registered with ESV Connect ( <b>insert web site link</b> )	<input type="checkbox"/>	<input type="checkbox"/>
I have confirmed my eligibility on ESV Connect	<input type="checkbox"/>	<input type="checkbox"/>
I have completed an application for an electricians licence, and attached the following documents in ESV Connect: • Certificate III in Electrotechnology Electrician • Licenced Electrician's Theory result letter • Licenced Electrician's Practical result letter • Safe Work Practice result letter • Employer letter	<input type="checkbox"/>	<input type="checkbox"/>
Payment		
I have paid the licensing fee	<input type="checkbox"/>	<input type="checkbox"/>

It is illegal to carry out electrical work three months from your apprentice training contract completion date if you do not hold a licence.

If, at three months from your apprentice training contract completion date you have not yet completed all your licensing assessments you may be eligible to apply for a Supervised Worker's Licence.

A check list to determine your eligibility can be found here (**insert Link**)