

Application for Limited Special Trade Electrical Exam

EXAM SCHEDULE AVAILABLE AT:
<https://www.gov.mb.ca/mr/its/index.html>

ITS ED Form-05

I. Personal Information				
FIRST NAME		MIDDLE INITIAL	LAST NAME	
ADDRESS			CITY/TOWN	
PROVINCE, POSTAL CODE		HOME PHONE	CELLPHONE	
EMAIL ADDRESS				
II. Employment Information				
CURRENT JOB TITLE		NAME OF EMPLOYER		
ADDRESS OF EMPLOYER			EMPLOYER PHONE	
III. Exam				
<input type="checkbox"/> M-A Limited Elevator	<input type="checkbox"/> M-B Limited Electric Sign	<input type="checkbox"/> M-C Limited Deep Well Pump	<input type="checkbox"/> M-D Limited Generator	<input type="checkbox"/> M-E Limited Recreational Vehicles
<input type="checkbox"/> M-F Limited Alarm Installer	<input type="checkbox"/> M-H Limited Electronic	<input type="checkbox"/> M-L Limited Appliance Repair	<input type="checkbox"/> M-M Limited Motor Winder	<input type="checkbox"/> M-V Limited Voice Data Video
Is this your first request to write the exam? <input type="checkbox"/> Yes <input type="checkbox"/> No				
IV. Exam Fee		V. Requested Exam Location and Date		
The Exam fee is \$60.00. Payment method: <input type="checkbox"/> Cash/Debt(in person only) <input type="checkbox"/> *Cheque / Money Order <input type="checkbox"/> **Credit Card <small>*Cheques and Money Orders payable to the MINISTER OF FINANCE **Attach Credit Card Authorization Payment Form if paying by Credit Card</small>		Select preferred location of exam: <input type="checkbox"/> Winnipeg <input type="checkbox"/> Brandon <input type="checkbox"/> Other: _____ Requested exam dates: _____ (YYYY/MM/DD)		
VI. Verification of Education and Experience				
<input type="checkbox"/> Employment reference letter verifying at least 3600 hours (2 years full time) of experience under an appropriately licensed individual.				
The information provided is true and accurate to the best of my knowledge. I acknowledge and will comply with the policy summary (reverse side or at www.gov.mb.ca/mr/bldgcomm/its) and regulations pertaining to this application.				
Date of Application: YYYY/MM/DD		Signature of Applicant:		
OFFICE USE ONLY				
<input type="checkbox"/> Approved <input type="checkbox"/> Declined	Trades Examination Clerk Initials		Date (YYYY/MM/DD)	

This information is collected under the authority of *The Power Engineers Act* to be used for examination and licensing purposes. Information may be shared with Apprenticeship Manitoba. Personal information is protected by *The Freedom of Information and Protection of Privacy Act*. For more information, contact the Inspection and Technical Services.

The submission of a completed application form, verification of hours and payment is required prior to the posted cut-off date. The cut-off date is a minimum of 4 weeks (20 working days) prior to scheduled examination date. Refer to the current examination schedule for cut-off dates.

Failure to do comply with deadline dates may result in automatically being processed for the next available date within the region. Eligibility for preferred dates is on a first come, first served basis when application criteria has been met. Seating is limited.

Dates may change or new examination dates may be added. Specific exam locations will be supplied with written confirmation. Do not assume you have been scheduled unless you have received written confirmation. When an email address is provided, confirmation will be emailed. If an email address has not been provided or the writing is not legible, written confirmation will be mailed.

Cut-off date means Application, Payment and Verification of Hours, if required, have been submitted by the posted cut-off date. This also applies to a request to reschedule.

Request to Reschedule/Withdraw Application

Once confirmation of an exam sitting has been issued:

- The applicant may request to reschedule one time only. The request must be made in writing by email or letter no less than 5 working days prior to the exam date. A reschedule request will not be considered if it is past the cut off date. The applicant will be placed in the next available sitting. The fee will be forfeited when the request is made later than 5 business days prior to the exam date and/or made verbally.
- There will be no refund issued when an applicant fails to appear for an examination for which they have been confirmed. The fee will be forfeited.
- A second request to reschedule may not be considered resulting in the need to reapply for a future exam sitting. Cut-off date and requirements for completed application will apply.
- The applicant may cancel their application to write an examination, in writing and no later than 5 business days prior to their selected examination date. The fee will be refunded. The fee will be forfeited when the request is made later than 5 business days and/or made verbally. If you have previously rescheduled your exam date you will not be eligible for a refund.
- There is a 90 day wait period to re-write all Power Engineering, Steam Traction, Special Boiler, Refrigeration, & Electrical. There is a 60 day wait period to rewrite Oil Fitter, Gas D Liquid Petroleum & Special Rec Vehicle. Please select appropriate dates when applying to re-write and exam.

Examination eligibility, examination rewrite waiting periods and licensing information are found within the Regulations of the specific acts. Online versions of the Laws of Manitoba can be accessed from the ITS's [Acts and Regulations](#) webpage.

The examination fee is \$60. Payment methods are as follows:

- Cash (in person)
- Cheque/Money Order made payable to the Minister of Finance
- Credit Card (either in person or by mailing in a Credit Card Authorization {CCA} form with application). Payment will not be processed if CCA is emailed or faxed. Mail only.

If you require further information contact the Inspection and Technical Services:

Inspection and Technical Services

508-401 York Avenue
Winnipeg MB R3C 0P8
Telephone: (204) 945-3373
Fax: (204) 948-2089
Toll Free: 1-800-282-8069
Email: TechnicalServices@gov.mb.ca

Or visit us online @ <https://www.gov.mb.ca/mr/bldgcomm/its>

This information is collected under the authority of *The Power Engineers Act* to be used for examination and licensing purposes. Information may be shared with Apprenticeship Manitoba. Personal information is protected by *The Freedom of Information and Protection of Privacy Act*. For more information, contact the Inspection and Technical Services.