



**RENEWABLE ENERGY PROFESSIONAL CERTIFICATE OR SOLAR THERMAL PROFESSIONAL CERTIFICATE  
-- INSTRUCTIONS -- PLEASE READ CAREFULLY**

**Applications that are incomplete or missing required documents will not be processed and will be returned to the applicant.**

1. A legible copy of Driver License or Passport or any type of Government ID MUST be attached.
2. Your application must be signed and notarized.
3. In accordance with the General Laws of the State of Rhode Island, (H-8200, S-2692); the Department of Labor and Training will issue a Renewable Energy Professional (REP) Certificate to an individual who is currently a registered contractor in Rhode Island and fulfills **at least one of the following qualifications:**
  - A. The applicant holds a certificate from the SEI Solar Professionals Certificate for Residential and Commercial Photovoltaic Systems.
  - B. The applicant currently holds a certificate from the North American Board of Certified Energy Practitioners (NABCEP) as a: PV Installation Professional OR Solar Heating Installer (solar hot water). The REP will then be able to install only the technology for which they hold a certificate.
  - C. The applicant holds a current certification from Underwriter Laboratory (UL)'s PV Installer Certification Program. This training is available to members of the International Brotherhood of Electrical Workers (IBEW) and the National Electrical Contractors Association (NECA).
  - D. The applicant holds an Associate's degree or higher in a renewable energy technology or solar PV installation from an accredited school.
  - E. The applicant holds a certificate of training from a manufacturer of a specific technology for the installation of that specific technology (e.g. solar roof shingles).
  - F. The applicant holds a certification from Everblue's PV Training Program, PV Installation Professional for Solar PV Installers OR Solar PV Mastery Combo.

Electrical and plumbing licenses already includes the work allowed by the REP limited license. Only contractors or individuals without an electrical or plumbing license are required to obtain the REP limited license to perform renewable energy work.

**Non-Refundable Processing Application Fee**

	Computer Code	Application Fee	Two-Year License Fee
<b><u>ELECTRICIAN:</u></b>			
Renewable Energy Professional REPC	127	NO TEST	\$ 240
<b><u>PLUMBING:</u></b>			
Solar Thermal Professional STPC	056	NO TEST	\$240



**APPLICATION FOR RENEWABLE ENERGY PROFESSIONAL CERTIFICATE  
AND SOLAR THERMAL PROFESSIONAL CERTIFICATE**

**Application Must be Printed CLEARLY**

Social Security Number: \_\_\_\_\_ Date of Birth: \_\_\_\_\_  
Full Name (Last, First + Middle Initial): \_\_\_\_\_  
Street Address: \_\_\_\_\_  
City/Town: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_  
Home or Mobile Telephone: \_\_\_\_\_ Email: \_\_\_\_\_  
Certificate Applying For: \_\_\_\_\_ Computer Code: \_\_\_\_\_

CATEGORY – Applicants must state which Certificate is requested

Employer: \_\_\_\_\_  
If Self Employed, Company Name: \_\_\_\_\_  
Employer Address: \_\_\_\_\_  
City/Town: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_  
Employer Telephone: \_\_\_\_\_

Applicant must answer all questions on both pages truthfully and swear to the same before a NOTARY PUBLIC. Penalties for false information are as itemized in the General Laws of Rhode Island and Addendum. Statement may be investigated and verified for truthfulness.

**General Listing of Work History:**

1. Name of Employer: \_\_\_\_\_ Type of Work: \_\_\_\_\_  
1. Dates Worked: From: \_\_\_\_\_ To: \_\_\_\_\_  
2. Name of Employer: \_\_\_\_\_ Type of Work: \_\_\_\_\_  
2. Dates Worked: From: \_\_\_\_\_ To: \_\_\_\_\_  
3. Name of Employer: \_\_\_\_\_ Type of Work: \_\_\_\_\_  
3. Dates Worked: From: \_\_\_\_\_ To: \_\_\_\_\_

**Education** - List all education and schooling that you have received in the renewable Energy Professional and Solar Thermal Professional.

1. Location: \_\_\_\_\_ Degree/Diploma: \_\_\_\_\_  
1. Dates Attended: From : \_\_\_\_\_ To: \_\_\_\_\_  
2. Location: \_\_\_\_\_ Degree/Diploma: \_\_\_\_\_  
2. Dates Attended: From : \_\_\_\_\_ To: \_\_\_\_\_  
3. Location: \_\_\_\_\_ Degree/Diploma: \_\_\_\_\_  
3. Dates Attended: From : \_\_\_\_\_ To: \_\_\_\_\_

Listed employers or customers may be sent forms to attest to the truthfulness of all statements on this application and these will have to be sent back to this division, properly notarized, before any action is taken on this licensing test application.

Applicant Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Notary Signature and Seal: \_\_\_\_\_ Expiration Date: \_\_\_\_\_

Submit ONLY this page and the prior page with required documents to:

Rhode Island Department of Labor and Training  
Division of Workforce Regulation and Safety  
Professional Regulation Unit  
1511 Pontiac Avenue, PO Box 20247  
Cranston, RI 02920-0943  
Phone (401) 462-8580 | Fax (401) 462-8528

If you fail to pass your examination, you may request a review of the same, in writing, to the Division of Professional Regulation, within thirty (30) days of failure notice.

Equal Opportunity Employer • Auxiliary Aids and services are available upon request to individuals with disabilities. TTY via RI Relay: 711

FOR OFFICE USE ONLY – PLEASE DO NOT WRITE IN THIS AREA

Test Fee Paid CHECK CREDIT MO

Division/Commission Approval for Test

Comments / Date Approved: \_\_\_\_\_

Date Paid: \_\_\_\_\_



# NOTICE

**Renewable Energy Professional  
Applicants and Solar Thermal  
Professional Applicants**

According to RI General Laws §5-65-2 and 5-65-7,  
**ALL individuals who possess a Master License in:**

- Renewable Energy Professional
- Thermal Solar Professional Trades,

**and act as a contractor\* within their respective Trade,  
must provide a current certificate of insurance**

for public liability, property damage, combined single limit  
and bodily injury for at least \$500,000  
to the RI Department of Labor and Training  
**as a condition for a valid license.**

Please email required documents to [dlt.profregs@dlt.ri.gov](mailto:dlt.profregs@dlt.ri.gov) or mail them to:

RI Dept. of Labor and Training  
**Workforce Regulation and Safety, Professional Regulation**  
1511 Pontiac Avenue, P O Box 20247, Building 70-2, Cranston, RI 02920

For questions please call John Shaw, Administrator at (401) 462-8568

If the licensee is not acting as a contractor, please complete the exemption certification on the reverse side of this notice.





RHODE ISLAND DEPARTMENT OF LABOR AND TRAINING

## *Exemption Certification*

I certify that although I hold a Master License, I am not currently acting as a contractor in my respective trade, therefore exempt from the insurance requirement of Rhode Island General Laws §5-65-2 and 5-65-7.

I understand that if I begin contracting for work in my respective trade, I must provide proof of insurance to the Rhode Island Department of Labor and Training, Professional Regulation Unit.

Printed Name: \_\_\_\_\_

Signature: \_\_\_\_\_

License #: \_\_\_\_\_

Date: \_\_\_\_\_



RHODE ISLAND DEPARTMENT OF LABOR AND TRAINING  
Administrative Offices: 1511 Pontiac Avenue, Cranston, RI 02920 • [www.dlt.ri.gov](http://www.dlt.ri.gov)



## Department of Labor and Training

Workforce Regulation and Safety Division  
Joseph Degnan, Assistant Director

### **Statement Regarding Workforce Regulation and Safety Policy 15-01**

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As the licensing authority for the electrical trade, DLT's Workforce Regulation and Safety Division received a number of inquiries in early 2015 from contractors, renewable energy professionals and electricians seeking guidance regarding licensure requirements pertaining to the scope of work performed on renewable energy projects.

On March 16, 2015, DLT convened a stakeholder group to seek input from professionals representing installers, contractors, electricians and renewable energy policy groups. Several parties attended this meeting and offered their position as to how DLT should enforce RIGL §5-6-8 (g), *Renewable Energy Professional* limited electrical license. Parties were asked to provide written testimony in support of their position to Assistant Director Joseph Degnan subsequent to the meeting.

Based on the department's review of the comments received, guidance previously issued by the independent State Board of Examiners of Electricians and requirements of related licensing laws in neighboring states, the department has issued Workforce Regulation and Safety (WRS) policy 15-01.

This policy requires any and all components of solar installation projects considered to be electrical apparatus to be installed by electricians licensed by the department. Taking all aspects of photovoltaic (PV) systems into consideration, the department's position is that the racking/rail systems for PV installations are indeed part of the effective grounding and bonding systems for these installations. As such, only persons that have received the requisite classroom and on-the-job training necessary to obtain journeyman licensure by DLT are permitted to install these systems. Electrical apprentices, working under the guidance and direct supervision of licensed journeymen may also perform these installations.

4/28/2015



## Department of Labor and Training

Workforce Regulation and Safety Division  
Joseph Degnan, Assistant Director

### **WRS POLICY ADVISORY: 15-01**

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**SUBJECT: Installation of Renewable Energy Technologies**

**PURPOSE: To clarify licensure requirements for the installation of renewable energy technologies.**

**DATE ISSUED: April 28, 2015**

Rhode Island General Laws § 5-6-8 establishes a Renewable Energy Professional Certificate which allows certificate holders without an electrical license to perform ancillary non-electrical renewable energy work. Licensed electricians are required to perform all renewable energy electrical work.

It is the policy of the Department of Labor and Training that:

The term apparatus under RIGL § 5-6-8 (g) includes, but is not limited to: frames, racks, rails, modules and photovoltaic panels.

Ancillary non-electrical renewable energy work under R.I. Gen. Laws §5-6-8 (g) includes advertising, bidding, contracting, and distributing materials to the final location of installation. Additionally, this work includes the installation of ground and rooftop support brackets and ballasts for rack systems.

Solar sheathing systems under RIGL§ 5-6-8 (g) are limited to photovoltaic modules that are attached directly to the roof structure without a racking or rail system and replace material as the primary weatherproofing system for the roof structure.

Conflicting interpretations of the law led the Department to provide this guidance. Trade license laws will be enforced by the Department in accordance with this policy. This policy applies to all projects bid for and awarded on or after the policy effective date.