



CONTINUING EDUCATION REQUIREMENTS

EVERY State of Iowa-licensed Master Class A or Class B electrician, Journeyman Class A or Class B electrician, Residential Master electrician and Residential Electrician is required to prove that he or she has completed the required hours of Continuing Education upon requesting renewal of the license. The required hours must be of Board-approved classes, of which 6 credit hours must be a study of the current National Electrical Code. Any remaining required hours may be of other Board-approved "related electrical material" or they may also be a study of the Code. Licenses which require continuing education hours for renewal, which have been issued for less than the full 3-year license cycle, must still treat the partial year as if the full year was completed. Please see the display below to determine the number of Continuing Education hours to meet the license renewal requirement.

Year License Issued	National Electrical Code Related	Other Electrical	Total hours for Renewal
2023	06 hours	12 hours	18 hours
2024	06 hours	06 hours	12 hours
2025	06 hours	00 hours	06 hours

IMPORTANT: The licensee is responsible for keeping track of his or her own Continuing Education hours. It is not the responsibility of the Board's staff. During the license renewal process, for auditing purposes, the licensee may be asked to provide proof of Continuing Education attendance by way of a class-issued certificate. Credit will not be given for classes without a certificate, possibly delaying or prohibiting the license renewal.

- If a class was taken and it was not given by an “Approved Instructor”, Continuing Education credit will not be given towards renewal.
- If an “Approved Instructor” gives a class that has not been pre-approved, no credit will be given for that class.
- Instructors are responsible to make sure that the attendance rosters are reported on the online continuing education reporting system within 30 days of class completion. If the class was an “Approved Class” from an “Approved Instructor”, but the instructor failed to turn in the attendance roster to our office within 30 days of the class being given, there will not be credit give. (ALL instructors have agreed to this requirement.)
- Regardless of the content of the class, Code or Non-code credit is given based on the instructor’s request. (Example: if a class on “Motor Controls” is given, and it seems like it should be 4 hours of code, but the instructor asks for 4 hours of “other”, the class will be given credit of 4 hours of “other” – not 4 hours of code). **If there is a discrepancy with what is posted, the first step in correcting this, is to contact the instructor of the course.**
- If only a portion of a class is attended, credit will not be given for the portion attended. ALL specified hours of a class must be attended to receive any credit for the class.
- ALL required Continuing Education hours must be completed prior to January 1, 2023 to be eligible to renew licenses for the 1/1/2023 through 12/31/2025 license term.
- There will not be credit carried over from one license cycle to another, (Example: if a licensee accumulates 24 hours of approved Continuing Education credit during a license cycle, but only 18 hours are required for renewal, the remaining 6 hours that make up the 24 hours of credit will not carry over to the next license cycle).

The licensee is responsible for keeping track of his or her own Continuing Education credit hours, for renewal at the end of the license cycle. If the licensee is not able to prove to the Board, by roster and certificate, that a particular class was attended, or if a roster from the instructor was not received in the Licensing Office to show that the licensee attended the class, credit for that class will not be given.