

Obtaining an electrician's licence on completion of an apprenticeship

Fact Sheet

This fact sheet outlines what you need to do to obtain an electrician's licence in Western Australia on successful completion of an approved apprenticeship.

The Regulations

In Western Australia, the Electricity (Licensing) Regulations 1991 (ELR) provide that electrical work may only be carried out by persons with the appropriate electrical licence, as issued by the Electrical Licensing Board of Western Australia.

When do I require a licence?

An electrician's training licence is valid for the term of an apprenticeship and continues to have effect –

- until an electrician's licence has been granted, or
- for a period of three months from the time the apprenticeship has completed, whichever comes first.

It is therefore necessary to make application to obtain an electrician's licence and provide all the required information to the Licensing Office as soon as possible, to ensure you are suitably licensed to carry out electrical work.

Do I qualify for a licence?

To satisfy the Electrical Licensing Board that you have completed an approved apprenticeship and that you are competent to be licensed as an electrician, you are required to provide the following information to the Licensing Office:

1. Proof of identification.
2. Payment of the current application and registration fees.
3. Trade Certificate issued by the Department of Training and Workforce Development.
4. A copy of your Certificate III in Electrotechnology Electrician or Certificate III in Engineering – Electrical/Electronic Trade issued by your Registered Training Organisation (RTO);

OR

A letter of confirmation from your RTO confirming you have met all the requirements and will be issued one of the above-mentioned certificates.

5. The final Academic Statement listing all completed modules issued by the RTO;

OR

A letter from your RTO stating you have successfully completed the Capstone Assessment.

6. Also refer to the Fact Sheet on Certificate III in Engineering - Electrical/Electronic Trade Qualification for Licensing for an Electrician's Licence.
7. If it is more than six months since you completed your apprenticeship, a written explanation of the reasons for the delay in this application including details of any electrical work you performed in this period.

Where do I send my application?

| | | | |
|-----------------|---|------------|--|
| Postal Address: | Building and Energy Licensing Office Locked Bag 100 EAST PERTH WA 6892 | In Person: | Building and Energy 303 Sevenoaks Street (entrance Grose Avenue) Cannington WA 6107 Office Hours: 8:30am to 4:30pm Mon to Fri |
|-----------------|---|------------|--|

Can I continue working while my application is being processed?

Yes. Under the ELR you can continue working while your electrician's training licence remains in effect, up until its expiry date.

This is supported by regulation 50AB which allows your employer to continue employing you to carry out electrical work, provided they have taken all reasonable steps to be satisfied that:

- you have successfully completed your apprenticeship;
- your electrician's training licence is still valid; and
- you have applied for an electrician's licence.

While you are waiting for your electrician's licence application to be processed, you will remain subject to the same supervision requirements that apply to holders of an electrician's training licence. Details of these requirements can be found in regulations 50 and 50AA of the ELR and the '[Safe working guidelines for electrical workers and apprentices](#)'.

It is important to remember that your electrician's training licence is only valid until it expires, which should be three months after you complete your apprenticeship. If you do not obtain your electrician's licence within this timeframe, you will become unlicensed and can no longer carry out electrical work.