

LICENSED ELECTRICAL ASSESSMENT (LEA) - guidelines

The following information is provided to persons wishing to present themselves for assessment in order to obtain an Electrician's Licence.

Prerequisites to sit for assessment:

- Signed *Eligibility to Sit* form from a Registered Training Organisation); **or**
- Electrician's Supervised (ES Class) Licence; **or**
- L Licence from candidates who have held an ES Class Licence previously; **or**
- Electrician's (E Class) Licence. *This is required for REC Technical Assessment*; **or**
- Trades Recognition Certificate (for an Electrician) issued by Trades Recognition Australia **or**
- Letter from ESV indicating eligibility to sit for the licensing assessment

Assessment details:

Assessment sessions are held regularly. Dates are available on the NMIT website at www.nmit.vic.edu.au or contact LEA Administration on 9269-8615 or 9269-8620.

Both written and practical exercises are involved.

Courses are available for the three assessments.

Bookings or enquiries can be made through NMIT on 9269-8615 / 8620.

Please Note: Courses are not a prerequisite for the assessments.

The pass mark is 75% or more

Licensed Electricians Assessment (LEA) Fees	
Safe Working Practice (SWP)	\$130.00
Licensed Electricians Theory (LET)	\$85.00
Licensed Electricians Practice (LEP)	\$195.00

Reference Books: A list will be sent with your confirmation letter when booking.

Refunds & Transfers:

- Requests for refunds or transfers will **only** be accepted if they are received in writing at least 10 (ten) working days prior to the assessment. Refunds for non-attendance will not be considered. A \$25 fee applies for all refunds.
- Exemptions may be granted in the case of illness etc, subject to written notification by the day of the exam and upon submission of evidence (ie. Medical certificate).

Assessment Cancellation:

If insufficient enrolments are obtained, assessments may be cancelled. In this case you will either be offered an alternative assessment date or a full refund of money paid.

LEA Results

All apprentices will be notified of their results via **post** within 10 to 14 days of sitting their assessment.

No results will be given over the phone.

LEA Practical Assessment Requirements

The LEP and SWP assessments are practical. These assessments are to be regarded as 'real life' situations and as such all candidates must dress appropriately. Appropriate clothing and work boots must be worn. The assessor has the authority to deny any candidate entry to the assessment if they are incorrectly attired.

Assessment conduct

Please note that all NMIT assessments are conducted under strict assessment conditions.

The NMIT Licensed Electricians Assessment is approved by ESV and we, including ESV, appreciate that all candidates realise the importance of the assessment and the consequences of not adhering to the assessment procedures.

Confirmation of your assessment date and time will be mailed following receipt of your application form, payment and confirmation of your eligibility. NMIT administration reserves the right to allocate assessment dates and times as required. However, you may nominate a preferred assessment date on the application form.