

1.8 Education Requirements – Pre-Registration/License and Continuing Education

1.8.1 Scope

The Board adopts the following education standards and requirements for persons registered/licensed with the Board. The Board may have third-party vendors or providers assist in the management of educational programs.

1.8.2 Specifications

- A. If applicable, as a condition of applying for, or renewing a registration/license issued by the Board, the educational requirements specified for that discipline must be met.
- B. If the registrant/licensee holds another registration/license issued by the Board, educational credits may be used to satisfy the education requirements for all registrations/licenses held by the same person. The registrant/licensee will be required to provide proof of completion of the education credits from Board-approved courses.
- C. Documentation of all credit hours must be submitted to the Board at the time of application for, or renewal of, a registration/license.
- D. One (1) credit hour of education is equal to fifty (50) minutes of instruction by a Board-approved provider.

1.8.3 Qualifying Education

- A. Each registrant/licensee must obtain his/her pre-education and/or continuing education credits through a Board-approved provider.
- B. Courses must pertain to the subject matter of the discipline for which the person holds the registration/license.
- C. Subject matter not acceptable for pre- or continuing education credit includes, but is not limited to:
 - 1. Mechanical office and business skills such as typing, speed reading or memory improvement;
 - 2. Physical well-being or personal development, such as motivation, stress management, time management, dress for success; or
 - 3. Meetings held in conjunction with the general business of the registrant/licensee.

1.8.4 Course Materials and Fees

Each applicant/registrant/licensee shall be responsible for the cost of all course-related fees and acquiring any course materials used in any pre-education or continuing education course. This requirement may include the acquisition of a current publication of codes and/or standards or rules that may be applicable to the applicant/registrant/licensee's discipline.

1.8.5 Proof of Educational Course Completion/Compliance

- A. The applicant/registrant/licensee is responsible for demonstrating compliance with and completion of the pre-education and continuing education requirements.
- B. The applicant/registrant/licensee is required to provide proof of course completion to the Board for both initial registration/licensure and renewal of registration/licensure.
- C. The applicant/registrant/licensee must retain the original documents for his/her current registration period and for three (3) years following the completion of the course(s).
- D. Course certificates shall include:
 - 1. the name, date, and identifying number of the course;
 - 2. the number of credit hours completed;
 - 3. the contact information of the provider and the instructor;
 - 4. any accreditation information; and
 - 5. the signature of the instructor.

1.8.6 Educational Requirements

- A. The specific requirements for the individual disciplines can be found as follows:
 - 1. Contractors and subcontractors: R.I. Gen. Laws Chapter 5-65 and Part 2 of this Subchapter.
 - 2. Underground Utility Contractors: R.I. Gen. Laws Chapter 5-65.3 and Part 3 of this Subchapter.
 - 3. Commercial Roofing Contractors: R.I. Gen. Laws Chapter 5-73 and Part 4 of this Subchapter.
 - 4. Well Drilling, Pump Installers, and Water Filtration Contractors: R.I. Gen. Laws Chapter 5-65.2 and Part 5 of this Subchapter.

5. Home Inspectors: R.I. Gen. Laws Chapter 5-65.1 and Part 6 of this Subchapter.

1.8.7 Exceptions to Education Requirements

- A. The Board or the Director may defer or waive some, or all, of the pre-education or continuing education requirements in the event that a state of emergency has been declared by the Governor or for good cause shown by the applicant/registrant/licensee. Good cause may include, but not be limited to, illness, incapacitation, disability, (which is supported by a medical documentation) or military service.
- B. Upon request and payment of a one-hundred dollar (\$100.00) fee to the Board, a registrant/licensee may be granted one (1) time, within a two (2)-year renewal cycle, a six (6) month deferral to complete his/her continuing education requirements.
- C. Commercial Contractors are exempt from the Education Requirements of this Subchapter.

1.8.8 Violations for Failing to Complete Education Requirements

The Board may revoke, suspend, or refuse to issue, reinstate, or reissue a registration/license if the applicant/registrant/licensee has failed to complete or maintain the required pre-education or continuing education credits.