



Building Inspections Department
City of Waterloo
715 Mulberry Street
Waterloo IA 50703

CONTRACTOR EXAM

Registration for testing due one week prior to your exam date.
The City of Waterloo offers three classifications of testing, as follows:

RESIDENTIAL BUILDER

Required to build new dwellings or residential additions. This tests a candidate's knowledge of construction including foundations to trusses, remodeling and repair of single or multiple residential dwelling units as defined by the building code. 50 questions.

RESIDENTIAL REMODELER

Required to remodel existing dwellings. This tests a candidate's knowledge of residential remodeling and repair, including framing, windows, landings, etc. for single or multiple residential dwelling units as defined by the building code. 45 questions.

RESIDENTIAL ROOFER

This tests a candidate's knowledge of repair and replacement of roof coverings, including the fabrication and installation of all roofing aspects. 40 questions.

Examination Outline

- Open Book
- 2 ½ hour limit beginning at 1:30 pm sharp
- 70% Correct is required for passing grade

References *The following reference is allowed in the testing center:*

2015 International Residential Code for One and Two Family Dwellings

Testing Regulations

Report to the Building Department by test time with your 2015 IRC.

To ensure that all candidates are tested under equally favorable conditions, the following regulations and policies will be enforced. Failure to follow any of these security procedures may result in disqualification of your examination. The City of Waterloo reserves the right to audiotape and videotape any exam session and to investigate each incident of misconduct or irregularity.

References

The intent of this exam is ensure that contractors have access to and can reference and interpret the locally adopted code as it applies to all residential construction projects within the City. To obtain your copy of a **2015 IRC**, they can be ordered direct from the manufacturer's website at iccsafe.org, or you can try any online sales site or you can contact any local book store or library.

No handwritten or additional notes (letters, words, diagrams, etc.) are allowed. Highlighting and permanent tabbing added before your arrival is acceptable. Post-it notes are not considered permanent tabbing and are not allowed. Sharing reference materials is not allowed.

No other reference materials, papers or study materials are allowed. If you are found with these or any other aids, you will not be allowed to continue the exam and your answers will not be scored.

Calculators You may bring a silent, handheld, non-programmable calculator (without printing capabilities or alphabetic keypads). If you are unsure whether your calculator is appropriate, bring an additional simple six-function calculator. You may not use a calculator function on a cell phone.

Personal Items We recommend that you avoid bringing personal items. Note the following:

- Electronic equipment, i.e. cell phones, PDAs, pagers, cameras, tape recorders, etc. – are not permitted in the testing area.
- Other items: watches, briefcases, backpacks, purses etc. are not permitted in the testing area.

Breaks If you leave the testing room while an exam is in progress, you may not make up lost exam time. You are not allowed to use any electronic devices or phones during breaks.

Visitors No guests, visitors or family members are allowed in the testing area.

Misconduct or Disruptive Behavior Candidates who engage in any kind of misconduct or disruptive or offensive behavior may be dismissed from the examination. Examples are: giving or receiving help, taking part in an act of impersonation, removing test materials or notes from the testing room, using rude or offensive language and behavior that delays or interrupts testing.

Weapons Weapons are not allowed at the testing center.

Exam Results Your exam can be corrected while you wait. You may silently review the questions you missed. You are not permitted to take the exam with you.

Passing Score. 70% is required to pass. Scores are based on the number of questions answered correctly. You will not be given credit for any question answered incorrectly, marked with more than one answer or left blank. There is no penalty for guessing, so be sure to mark an answer for each question.

Upon passing you may then apply for a contractor's license by providing a license application, proof of liability insurance with INRCOG named as the additional insured and a \$100 fee (\$75 City of Waterloo, \$25 INRCOG) to:

*INRCOG
229 E Park Ave
Waterloo IA 50703*

Haley – 319-235-0311



CITY OF WATERLOO
BUILDING INSPECTION DEPARTMENT

Exam Registration Form

For Residential Construction, Remodeler, Roofer

Return Completed Form with the \$50 fee to:

Building Inspection Department, 715 Mulberry Street, Waterloo IA 50703

Candidate Information

Last Name		First Name		Middle Initial
Street Address (Include Apt. # or PO Box, if applicable)		City	State	Zip Code
Phone #		Email Address		

Exam Type and Fee (payable to the City of Waterloo)

Select One

Residential Builder (\$50)

Residential Remodeler (\$50)

Residential Roofer (\$50)

Available Exam Dates

Exams will be given during business hours to a maximum of two applicants at the same time. Please select a day of the week that works best for you and verify availability upon submittal.

Exam Time: 1:30 PM – 4:00 PM Location: 2nd Floor – City Hall

Week Jan. 7-11 M T W T F Week Feb. 4-8 M T W T F Week Mar. 4-8 M T W T F

Week Apr. 8-12 M T W T F Week May 6-10 M T W T F Week Jun. 3-7 M T W T F

Week Jul. 8-12 M T W T F Week Aug. 5-9 M T W T F Week Sep. 9-13 M T W T F

Week Oct. 7-11 M T W T F Week Nov. 4-8 M T W T F Week Dec. 9-13 M T W T F

Candidate Signature

Today's Date