ELECTRICIAN AUTHORITY

Apprentice Logbook

On-the-Job & Classroom Hours · 1-Year Edition

Name: _____

Apprentice / Trainee ID: _____

Program / Local: _____

Employer: _____

State: _____ **Year of apprenticeship:** ___ of ___

Book start date: _____ **End date:** _____

START HERE

How to use this book

1. **Log at the end of every shift.** One row per day. Write the date, hours, and a short description of the work.
2. **Tag the setting** in the Type column: **Res** (residential), **Com** (commercial), or **Ind** (industrial).
3. **Record category hours** using the code key (page 9). Put the **hours next to each code** — e.g. **B-5, C-3** means 5 hrs raceway + 3 hrs wire & cable. The codes should add up to the day's total hours.
4. **Get it verified.** Enter the permit #, your supervising electrician's name + license #, and have them **initial the row**.
5. **Close out the month.** Each month has its own **two-page spread**. Total each sheet, then fill the month-end block on sheet 2 — month total, category tally, and your supervising electrician's signature. Carry the month total to the **Category Summary** (page 34) and **Monthly Roll-up** (page 35).
6. **Log class time separately** — one page per month in the **Classroom Hours** section near the back. Class hours are counted apart from OJT.
7. **Before you leave an employer, get the affidavit signed.** The **Certification of experience** pages (from page 50) collect the whole period on one sheet with signatures and, where your state requires it, a notary block. Filling one in later, from a former employer, is far harder.

Example of a completed row:

DATE	HRS	DESCRIPTION OF WORK	TYPE	CATEGORY-HOURS	PERMIT #	SUPERVISOR / LIC. #	INIT.
6/01	8	*EMT rough-in suite 200; pulled THHN branch circuits*	Com	**B-5, C-3**	COM-4471	M. Doyle #E-20981	*MD*

Important — verify with your state: Apprenticeship hour requirements, category definitions, and how hours are documented differ by state and program. This book is a record-keeping tool, not legal or regulatory guidance. Confirm your exact requirements with your state licensing board or apprenticeship coordinator, and keep this book as your permanent signed record.

BEFORE YOU START

Which hours count — and which don't

There is a difference between hours you **worked** and hours that **count** toward certification. Every state sets conditions, and hours worked outside them are usually not creditable — no matter how carefully you wrote them down. The categories below are common across programs. **Yours may differ.**

Hours generally DO count when	Hours are commonly NOT credited when
You held a valid, unexpired training or apprentice certificate for the whole period.	You worked before the certificate was issued, or while it was expired, inactive, or suspended.
Your employer held a current electrical contractor license.	The employer's license was expired, suspended, or revoked — or they were never licensed.
A certified electrician supervised you at the required ratio.	You worked unsupervised, out of ratio, or under someone whose own certificate had lapsed.
The work is within the electrical trade as your state defines it.	The day was spent on duties outside the trade — delivery driving, purely mechanical work, or office and administrative tasks.
The hours can be corroborated by payroll, employment records, or permit and inspection history.	Nothing outside your own book supports the claim.
You reported them by your program's deadline.	The paperwork was filed late. See the next page — this is the one that catches people.

Why this page is first: the most expensive mistake in an apprenticeship is not forgetting to write a day down. It is writing down years of days that were never creditable in the first place, and finding out at the end.

Important — verify with your state: The conditions above are common patterns, not a statement of your requirements. Supervision ratios, what counts as trade work, and how hours must be evidenced are set by your state licensing board or program. Confirm yours before you rely on any of it.

BEFORE YOU START

Deadlines — the mistake that costs hours

Most programs do not simply take your word at the end. They require you to **report hours periodically**, usually with a signed statement from each employer. Miss the reporting window and the hours can be lost even though you genuinely worked them and recorded them correctly.

A real example — Washington State

Rule	What it means in practice
Training certificate expires every 2 years	Each renewal is also a reporting checkpoint, not just a fee.
Employers have 20 days to supply an affidavit of experience on request	Ask early. You cannot control how fast they move.
The department must **receive** affidavits within **180 days** of each expiration date	Received, not postmarked. Late affidavits mean **the hours are not credited.**
An update fee applies after 30 days past expiration	Even on time, waiting costs money.

Washington publishes that warning in capital letters on its own guidance. Other states word it differently, and some are more forgiving — but almost every program has some version of a reporting window.

What to do about it

1. **Find your reporting deadline now**, not in year three. Write it on the next page.
2. **Request affidavits before you need them** — and always before leaving an employer.
3. **Keep a copy of everything you send**, and note the date you sent it.
4. **Use certified mail or tracked delivery** if your program requires paper, so you can prove the date it arrived.

Important — verify with your state: The Washington figures above are shown as an illustration of how these rules work, not as your requirement. Reporting windows, forms, and fees vary by state and program and they change. Confirm yours with your licensing board or training coordinator.

BEFORE YOU START

Signatures, supervision, and changing employers

A logbook is only worth what someone else will confirm. These are the details that make an entry hold up when a board, coordinator, or employer reviews it years later.

Making an entry verifiable

1. **Record the supervisor's license number, not just a name.** Names are common and people move on; a license number identifies one person and can be checked against a state register.
2. **Get initials on the row, on the day.** One signature at the back of the book covering a year is far weaker than an initial next to each entry, and much harder to defend if it is ever questioned.
3. **Write the permit number** where the job had one. It ties your day to an inspection record that exists independently of you.
4. **Describe the work specifically.** "Rough-in" tells a reviewer nothing. "EMT rough-in, suite 200, pulled branch circuits" can be matched to a real job.
5. **Note the setting** — residential, commercial, or industrial. Some programs require a minimum share of one type, and reconstructing that later is guesswork.

When you change employers

1. **Request your affidavit or hour verification before your last day.** A current employer has an obligation and a payroll system. A former employer has neither the same urgency nor, sometimes, your records.
2. **Close out the book cleanly** — total the pages, carry the categories forward, and note the last date worked under that employer.
3. **Start a fresh date range for the new employer.** If a certificate lapse or a licensing gap falls inside a date range, the whole range can be reduced or denied. Separate ranges keep one problem from contaminating the rest.
4. **Keep the paperwork even after it is accepted.** Records get lost on the other end more often than you would expect.

Important — verify with your state: This page describes general record-keeping practice, not a regulatory requirement. What your board will accept as evidence of supervised experience is set by your jurisdiction and your program. Confirm before you rely on it.

REFERENCE

Hour requirements — orientation

Most electrician apprenticeships require a set number of **on-the-job (OJT)** hours plus **classroom** hours (formally Related Technical Instruction, or **RTI**). The examples below show the general ballpark — they are **not** your requirement.

For example — common benchmarks

Program / benchmark	OJT hours	Classroom hrs	Notes
Inside Wireman (national benchmark)	~8,000	~1,000	≈5 years
Residential wireman (typical)	~4,000–4,800	~600–800	shorter track
New York (state work-process std.)	~8,200	~180/yr	24 work categories

Now fill in your own. Get the exact numbers for **your** program and state from your apprenticeship coordinator or state licensing board, and record them here so your targets are always in front of you.

Program / benchmark	OJT hours	Classroom hrs	Notes
My program: _____			
My state minimum: _____			

Verify before you rely on these. The example figures are widely-cited approximations and change over time. Your state licensing board or apprenticeship coordinator is the only authoritative source for the hours, categories, and documentation your license requires.

FILL THIS IN

Find your own numbers

The benchmarks on the previous page are examples. **These are the numbers that actually govern you.** Look them up once, write them here, and every total in this book has something to measure against.

What to find	Where it usually lives	Yours
Name of the board or agency that certifies electricians in your state	State labor department or licensing board	
Total **OJT hours** required for your level	Board rules, or your program standards	
Total **classroom hours** required	Program standards	
Any minimum share of **commercial or industrial** work	Board rules	
Supervision ratio you must work under	Board rules	
How often you must **report hours**	Certificate renewal cycle	
Deadline for reporting after each period ends	Board rules — see the deadlines page	
Form name or number for reporting experience	Board forms library	
Your certificate number and **expiration date**	Your card	
Training coordinator's name and phone	Your program	

My numbers — write them down once

Number	Where it comes from	Yours
RAPIDS ID (apprentice registration #)	Assigned when your sponsor registers you; appears on your registration paperwork and certificate of completion	
State training / apprentice certificate #	Your state licensing board — it is on your card	
NCCER card # (if your provider uses NCCER)	Issued by your training provider on completing modules	
School or program student ID	Whoever delivers your classroom instruction	

Do this in the first week. Every one of these is published, free, and takes an afternoon to gather. Apprentices who find them in year one finish on schedule; apprentices who find them in year four are usually reconstructing something. **The numbers to call are on page 8.**

Important — verify with your state: Requirements change, and program rules can be stricter than the state minimum. Check both, and re-check if you move states or change programs mid-apprenticeship. Not every program issues every number above — ask your coordinator which ones apply to you.

REFERENCE

Who to call

These are the national offices. Useful — but the people who decide whether **your** hours count are almost always at the state and local level, so fill in the second table as well.

National offices

Office	What it handles	Contact
Office of Apprenticeship (U.S. Dept. of Labor)	Finding a registered program, questions about registration and your RAPIDS record, and the directory of state offices	apprenticeship.gov 1-877-US-2JOBS (1-877-872-5627) TTY 1-877-TTY-5627 (1-877-889-5627)
U.S. Department of Labor	General questions, and referral to whichever agency actually handles your issue	dol.gov 1-866-4-USA-DOL (1-866-487-2365)
Wage and Hour Division	Unpaid wages, overtime, and apprentice pay rates	dol.gov/agencies/whd 1-866-4-USWAGE (1-866-487-9243)
OSHA	Job-site safety questions and complaints. About half the states run their own plan — see osha.gov/stateplans	osha.gov 1-800-321-OSHA (1-800-321-6742)
VA education benefits	Using GI Bill benefits for a registered apprenticeship or on-the-job training	va.gov/education 888-GIBILL-1 (888-442-4551)

Checked October 2026. Phone numbers change; the website beside each one is the authority if a number no longer works.

The contacts that matter most — fill these in

Who	Why you will need them	Name / phone
State apprenticeship agency or DOL state office	Registration, hour reporting, and your official record (apprenticeship.gov/about-us/state-office)	
State electrical licensing board	The hours, ratios and forms your license actually requires	
Training coordinator / JATC	Classroom scheduling, transcripts, and program paperwork	
Union hall or dispatch, if applicable	Referrals, and hours worked across several contractors	
School or program registrar	Transcripts proving classroom hours	
Employer payroll or HR	Affidavits, and the payroll records that corroborate your log	

Important — verify with your state: No national office can tell you what your state requires, and none of them issues your license. Treat the numbers above as a starting point for finding the right desk, not as a source of licensing requirements.

CODE KEY

OJT work categories

Use these **codes (A–I)** in the Category-hours column of the daily log. Each bucket covers the detailed work processes listed under it — together they span essentially any state or program.

A Layout & Planning

- Project layout & planning (blueprints, coordination, laying out feeders & branch circuits)

B Raceways

- Underground / direct burial
- Thinwall (EMT)
- Rigid conduit (bend & fabricate)
- Cable tray
- Floor duct

C Wire & Cable

- Install / splice / terminate wire & cable (temp power, feeders, branch & control)
- Fiber optic & tele/data cable

D Services & Distribution

- Services, switchboards & panels
- Transformers (install & terminate)

E Motors & Controls

- Motor installation
- Motor control centers
- Control systems
- PLCs (install + program)
- Instrumentation & process control

F Lighting

- Lighting systems (boxes, fixtures, controls)

G Low-Voltage & Systems

- Fire alarm & security
- Sound & communication

H Testing, Service & Troubleshooting

- Testing & troubleshooting (continuity, fault-to-ground, megger / hi-pot, certification)
- Service & troubleshooting

I Safety, Prefab, Green & Paperwork

- Welding / exothermic / mechanical fastening
- Material handling & pre-fabrication
- Safety, paperwork & specialized areas
- Green skills (energy efficiency, solar / wind / fuel cell)

ON-THE-JOB HOURS · MONTH 1 OF 12 · SHEET 1 OF 2

Daily work log

Month: _____ Job site: _____ Month starts at cumulative hr: _____

DATE	HRS	DESCRIPTION OF WORK	TYPE	CATEGORY-HOURS	PERMIT #	SUPERVISOR / LIC. #	INIT.
TOT		**Sheet total (hrs) _____**					

Verification: each initialed row confirms the hours were worked under the named licensed supervisor. Continue this month on the next page, then total the month there.

ON-THE-JOB HOURS · MONTH 1 OF 12 · SHEET 2 OF 2

Daily work log

Month: _____ Job site: _____ Sheet 1 total (hrs): _____

DATE	HRS	DESCRIPTION OF WORK	TYPE	CATEGORY-HOURS	PERMIT #	SUPERVISOR / LIC. #	INIT.
TOT		**Sheet total (hrs) _____**					

MONTH-END TOTAL & SIGN-OFF

SHEET 1 TOTAL	SHEET 2 TOTAL	MONTH TOTAL (HRS)	CUMULATIVE OJT TO DATE

Category-hour tally for the month → A___ B___ C___ D___ E___ F___ G___ H___ I___

SUPERVISING ELECTRICIAN (PRINT NAME)	LICENSE #	SIGNATURE	DATE

Carry forward: take the month total and the category tally to the Category Summary (p.34) and the Monthly Roll-up (p.35).

Daily work log

Month: _____ Job site: _____ Month starts at cumulative hr: _____

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Verification: each initialed row confirms the hours were worked under the named licensed supervisor. Continue this month on the next page, then total the month there.

ON-THE-JOB HOURS · MONTH 2 OF 12 · SHEET 2 OF 2

Daily work log

Month: _____ Job site: _____ Sheet 1 total (hrs): _____

DATE	HRS	DESCRIPTION OF WORK	TYPE	CATEGORY-HOURS	PERMIT #	SUPERVISOR / LIC. #	INIT.
TOT		**Sheet total (hrs) _____**					

MONTH-END TOTAL & SIGN-OFF

SHEET 1 TOTAL	SHEET 2 TOTAL	MONTH TOTAL (HRS)	CUMULATIVE OJT TO DATE

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TOT		**Sheet total (hrs) _____**					

Verification: each initialed row confirms the hours were worked under the named licensed supervisor. Continue this month on the next page, then total the month there.

ON-THE-JOB HOURS · MONTH 3 OF 12 · SHEET 2 OF 2

Daily work log

Month: _____ Job site: _____ Sheet 1 total (hrs): _____

DATE	HRS	DESCRIPTION OF WORK	TYPE	CATEGORY-HOURS	PERMIT #	SUPERVISOR / LIC. #	INIT.
TOT		**Sheet total (hrs) _____**					

MONTH-END TOTAL & SIGN-OFF

SHEET 1 TOTAL	SHEET 2 TOTAL	MONTH TOTAL (HRS)	CUMULATIVE OJT TO DATE

Category-hour tally for the month → A___ B___ C___ D___ E___ F___ G___ H___ I___

SUPERVISING ELECTRICIAN (PRINT NAME)	LICENSE #	SIGNATURE	DATE

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Verification: each initialed row confirms the hours were worked under the named licensed supervisor. Continue this month on the next page, then total the month there.

ON-THE-JOB HOURS · MONTH 5 OF 12 · SHEET 2 OF 2

Daily work log

Month: _____ Job site: _____ Sheet 1 total (hrs): _____

DATE	HRS	DESCRIPTION OF WORK	TYPE	CATEGORY-HOURS	PERMIT #	SUPERVISOR / LIC. #	INIT.
TOT		**Sheet total (hrs) _____**					

MONTH-END TOTAL & SIGN-OFF

SHEET 1 TOTAL	SHEET 2 TOTAL	MONTH TOTAL (HRS)	CUMULATIVE OJT TO DATE

Category-hour tally for the month → A___ B___ C___ D___ E___ F___ G___ H___ I___

SUPERVISING ELECTRICIAN (PRINT NAME)	LICENSE #	SIGNATURE	DATE

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Daily work log

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TOT		**Sheet total (hrs) _____**					

Verification: each initialed row confirms the hours were worked under the named licensed supervisor. Continue this month on the next page, then total the month there.

ON-THE-JOB HOURS · MONTH 6 OF 12 · SHEET 2 OF 2

Daily work log

Month: _____ Job site: _____ Sheet 1 total (hrs): _____

DATE	HRS	DESCRIPTION OF WORK	TYPE	CATEGORY-HOURS	PERMIT #	SUPERVISOR / LIC. #	INIT.
TOT		**Sheet total (hrs) _____**					

MONTH-END TOTAL & SIGN-OFF

SHEET 1 TOTAL	SHEET 2 TOTAL	MONTH TOTAL (HRS)	CUMULATIVE OJT TO DATE

Category-hour tally for the month → A___ B___ C___ D___ E___ F___ G___ H___ I___

SUPERVISING ELECTRICIAN (PRINT NAME)	LICENSE #	SIGNATURE	DATE

Carry forward: take the month total and the category tally to the Category Summary (p.34) and the Monthly Roll-up (p.35).

Daily work log

Month: _____ Job site: _____ Month starts at cumulative hr: _____

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SUPERVISING ELECTRICIAN (PRINT NAME)	LICENSE #	SIGNATURE	DATE

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MONTH-END TOTAL & SIGN-OFF

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Category-hour tally for the month → A___ B___ C___ D___ E___ F___ G___ H___ I___

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TOT		**Sheet total (hrs) _____**					

MONTH-END TOTAL & SIGN-OFF

SHEET 1 TOTAL	SHEET 2 TOTAL	MONTH TOTAL (HRS)	CUMULATIVE OJT TO DATE

Category-hour tally for the month → A___ B___ C___ D___ E___ F___ G___ H___ I___

SUPERVISING ELECTRICIAN (PRINT NAME)	LICENSE #	SIGNATURE	DATE

Carry forward: take the month total and the category tally to the Category Summary (p.34) and the Monthly Roll-up (p.35).

ON-THE-JOB HOURS · MONTH 10 OF 12 · SHEET 1 OF 2

Daily work log

Month: _____ Job site: _____ Month starts at cumulative hr: _____

DATE	HRS	DESCRIPTION OF WORK	TYPE	CATEGORY-HOURS	PERMIT #	SUPERVISOR / LIC. #	INIT.
TOT		**Sheet total (hrs) _____**					

Verification: each initialed row confirms the hours were worked under the named licensed supervisor. Continue this month on the next page, then total the month there.

Daily work log

Month: _____ Job site: _____ Sheet 1 total (hrs): _____

DATE	HRS	DESCRIPTION OF WORK	TYPE	CATEGORY-HOURS	PERMIT #	SUPERVISOR / LIC. #	INIT.
TOT		**Sheet total (hrs) _____**					

MONTH-END TOTAL & SIGN-OFF

SHEET 1 TOTAL	SHEET 2 TOTAL	MONTH TOTAL (HRS)	CUMULATIVE OJT TO DATE

Category-hour tally for the month → A___ B___ C___ D___ E___ F___ G___ H___ I___

SUPERVISING ELECTRICIAN (PRINT NAME)	LICENSE #	SIGNATURE	DATE

Carry forward: take the month total and the category tally to the Category Summary (p.34) and the Monthly Roll-up (p.35).

ON-THE-JOB HOURS · MONTH 11 OF 12 · SHEET 1 OF 2

Daily work log

Month: _____ Job site: _____ Month starts at cumulative hr: _____

DATE	HRS	DESCRIPTION OF WORK	TYPE	CATEGORY-HOURS	PERMIT #	SUPERVISOR / LIC. #	INIT.
TOT		**Sheet total (hrs) _____**					

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Daily work log

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TOT		**Sheet total (hrs) _____**					

MONTH-END TOTAL & SIGN-OFF

SHEET 1 TOTAL	SHEET 2 TOTAL	MONTH TOTAL (HRS)	CUMULATIVE OJT TO DATE

Category-hour tally for the month → A___ B___ C___ D___ E___ F___ G___ H___ I___

SUPERVISING ELECTRICIAN (PRINT NAME)	LICENSE #	SIGNATURE	DATE

Carry forward: take the month total and the category tally to the Category Summary (p.34) and the Monthly Roll-up (p.35).

ON-THE-JOB HOURS · MONTH 12 OF 12 · SHEET 1 OF 2

Daily work log

Month: _____ Job site: _____ Month starts at cumulative hr: _____

DATE	HRS	DESCRIPTION OF WORK	TYPE	CATEGORY-HOURS	PERMIT #	SUPERVISOR / LIC. #	INIT.
TOT		**Sheet total (hrs) _____**					

Verification: each initialed row confirms the hours were worked under the named licensed supervisor. Continue this month on the next page, then total the month there.

ON-THE-JOB HOURS · MONTH 12 OF 12 · SHEET 2 OF 2

Daily work log

Month: _____ Job site: _____ Sheet 1 total (hrs): _____

DATE	HRS	DESCRIPTION OF WORK	TYPE	CATEGORY-HOURS	PERMIT #	SUPERVISOR / LIC. #	INIT.
TOT		**Sheet total (hrs) _____**					

MONTH-END TOTAL & SIGN-OFF

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SUPERVISING ELECTRICIAN (PRINT NAME)	LICENSE #	SIGNATURE	DATE

Carry forward: take the month total and the category tally to the Category Summary (p.34) and the Monthly Roll-up (p.35).

RUNNING TOTALS

OJT category summary

Update periodically from your log-page tallies. This is the page a coordinator or state board will want to see — your hours broken out **by category**.

Code	Category	Hrs to date	Target	Remaining
A	Layout & Planning			
B	Raceways			
C	Wire & Cable			
D	Services & Distribution			
E	Motors & Controls			
F	Lighting			
G	Low-Voltage & Systems			
H	Testing, Service & Troubleshooting			
I	Safety, Prefab, Green & Paperwork			
	TOTAL OJT HOURS →			

Tip: fill the **Target** column from your own program's requirements (orientation table, p.6) so **Remaining** shows exactly where you stand.

YEAR AT A GLANCE

Monthly hour roll-up

One line per month — a quick cumulative picture of your year.

Month	OJT hrs	Class hrs	Cumulative OJT
Month 1: _____			
Month 2: _____			
Month 3: _____			
Month 4: _____			
Month 5: _____			
Month 6: _____			
Month 7: _____			
Month 8: _____			
Month 9: _____			
Month 10: _____			
Month 11: _____			
Month 12: _____			
YEAR TOTAL →			

Classroom Hours

Classroom hours — formally **Related Technical Instruction (RTI)**, the term your program and state board use — are tracked **separately from OJT**, and most programs require both. Log each class session on the following pages and note the topic(s) covered using this reference list.

Common instruction topics

1. Electrical theory (DC/AC)
2. Trade math
3. NEC / code
4. Grounding & bonding
5. Wiring methods & materials
6. Raceway & conduit bending
7. Services & distribution
8. Motors & motor controls
9. Transformers
10. Blueprint reading
11. Low-voltage systems
12. Fire alarm
13. Sound / comm / data
14. Instrumentation & PLCs
15. Lighting & controls
16. Test equipment & troubleshooting
17. OSHA / job-site safety
18. First aid / CPR
19. Grounding electrode systems
20. Load calculations
21. Conductor sizing
22. Overcurrent protection
23. Renewable / green energy
24. Codeology / plan review
25. Rigging & material handling
26. Fundamentals of electricity
27. Hazardous locations
28. Emergency & standby systems
29. Communications & fiber
30. Professionalism & workplace skills

Two ways to log, both included: record each class **session** in the rows, and summarize each **term / semester** in the box at the bottom of each classroom-log page — use whichever your program asks for.

CLASSROOM HOURS · MONTH 1 OF 12

Classroom hours log

Month: _____ School / provider: _____ Month starts at cumulative hr: _____

DATE	HRS	COURSE / TOPIC (SEE KEY P.36)	INSTRUCTOR / SCHOOL	SIGNATURE	CUM. HRS
TOT		**Month total (hrs) _____ Cumulative classroom hours to date _____**			

TOPICS COVERED THIS MONTH — TICK ALL THAT APPLY

- ☐ Electrical theory (DC/AC)
- ☐ Trade math
- ☐ NEC / code
- ☐ Grounding & bonding
- ☐ Wiring methods & materials
- ☐ Raceway & conduit bending
- ☐ Services & distribution
- ☐ Motors & motor controls
- ☐ Transformers
- ☐ Blueprint reading
- ☐ Low-voltage systems
- ☐ Fire alarm
- ☐ Sound / comm / data
- ☐ Instrumentation & PLCs
- ☐ Lighting & controls
- ☐ Test equipment & troubleshooting
- ☐ OSHA / job-site safety
- ☐ First aid / CPR
- ☐ Grounding electrode systems
- ☐ Load calculations
- ☐ Conductor sizing
- ☐ Overcurrent protection
- ☐ Renewable / green energy
- ☐ Codeology / plan review
- ☐ Rigging & material handling
- ☐ Fundamentals of electricity
- ☐ Hazardous locations
- ☐ Emergency & standby systems
- ☐ Communications & fiber
- ☐ Professionalism & workplace skills

INSTRUCTOR / COORDINATOR (PRINT NAME)	SCHOOL OR LOCAL	SIGNATURE	DATE

CLASSROOM HOURS · MONTH 2 OF 12

Classroom hours log

Month: _____ School / provider: _____ Month starts at cumulative hr: _____

DATE	HRS	COURSE / TOPIC (SEE KEY P.36)	INSTRUCTOR / SCHOOL	SIGNATURE	CUM. HRS
TOT		**Month total (hrs) _____ Cumulative classroom hours to date _____**			

TOPICS COVERED THIS MONTH — TICK ALL THAT APPLY

- ☐ Electrical theory (DC/AC)
- ☐ Trade math
- ☐ NEC / code
- ☐ Grounding & bonding
- ☐ Wiring methods & materials
- ☐ Raceway & conduit bending
- ☐ Services & distribution
- ☐ Motors & motor controls
- ☐ Transformers
- ☐ Blueprint reading
- ☐ Low-voltage systems
- ☐ Fire alarm
- ☐ Sound / comm / data
- ☐ Instrumentation & PLCs
- ☐ Lighting & controls
- ☐ Test equipment & troubleshooting
- ☐ OSHA / job-site safety
- ☐ First aid / CPR
- ☐ Grounding electrode systems
- ☐ Load calculations
- ☐ Conductor sizing
- ☐ Overcurrent protection
- ☐ Renewable / green energy
- ☐ Codeology / plan review
- ☐ Rigging & material handling
- ☐ Fundamentals of electricity
- ☐ Hazardous locations
- ☐ Emergency & standby systems
- ☐ Communications & fiber
- ☐ Professionalism & workplace skills

INSTRUCTOR / COORDINATOR (PRINT NAME)	SCHOOL OR LOCAL	SIGNATURE	DATE

CLASSROOM HOURS · MONTH 3 OF 12

Classroom hours log

Month: _____ School / provider: _____ Month starts at cumulative hr: _____

DATE	HRS	COURSE / TOPIC (SEE KEY P.36)	INSTRUCTOR / SCHOOL	SIGNATURE	CUM. HRS
TOT		**Month total (hrs) _____ Cumulative classroom hours to date _____**			

TOPICS COVERED THIS MONTH — TICK ALL THAT APPLY

- ☐ Electrical theory (DC/AC)
- ☐ Trade math
- ☐ NEC / code
- ☐ Grounding & bonding
- ☐ Wiring methods & materials
- ☐ Raceway & conduit bending
- ☐ Services & distribution
- ☐ Motors & motor controls
- ☐ Transformers
- ☐ Blueprint reading
- ☐ Low-voltage systems
- ☐ Fire alarm
- ☐ Sound / comm / data
- ☐ Instrumentation & PLCs
- ☐ Lighting & controls
- ☐ Test equipment & troubleshooting
- ☐ OSHA / job-site safety
- ☐ First aid / CPR
- ☐ Grounding electrode systems
- ☐ Load calculations
- ☐ Conductor sizing
- ☐ Overcurrent protection
- ☐ Renewable / green energy
- ☐ Codeology / plan review
- ☐ Rigging & material handling
- ☐ Fundamentals of electricity
- ☐ Hazardous locations
- ☐ Emergency & standby systems
- ☐ Communications & fiber
- ☐ Professionalism & workplace skills

INSTRUCTOR / COORDINATOR (PRINT NAME)	SCHOOL OR LOCAL	SIGNATURE	DATE

CLASSROOM HOURS · MONTH 4 OF 12

Classroom hours log

Month: _____ School / provider: _____ Month starts at cumulative hr: _____

DATE	HRS	COURSE / TOPIC (SEE KEY P.36)	INSTRUCTOR / SCHOOL	SIGNATURE	CUM. HRS
TOT		**Month total (hrs) _____ Cumulative classroom hours to date _____**			

TOPICS COVERED THIS MONTH — TICK ALL THAT APPLY

- ☐ Electrical theory (DC/AC)
- ☐ Trade math
- ☐ NEC / code
- ☐ Grounding & bonding
- ☐ Wiring methods & materials
- ☐ Raceway & conduit bending
- ☐ Services & distribution
- ☐ Motors & motor controls
- ☐ Transformers
- ☐ Blueprint reading
- ☐ Low-voltage systems
- ☐ Fire alarm
- ☐ Sound / comm / data
- ☐ Instrumentation & PLCs
- ☐ Lighting & controls
- ☐ Test equipment & troubleshooting
- ☐ OSHA / job-site safety
- ☐ First aid / CPR
- ☐ Grounding electrode systems
- ☐ Load calculations
- ☐ Conductor sizing
- ☐ Overcurrent protection
- ☐ Renewable / green energy
- ☐ Codeology / plan review
- ☐ Rigging & material handling
- ☐ Fundamentals of electricity
- ☐ Hazardous locations
- ☐ Emergency & standby systems
- ☐ Communications & fiber
- ☐ Professionalism & workplace skills

INSTRUCTOR / COORDINATOR (PRINT NAME)	SCHOOL OR LOCAL	SIGNATURE	DATE

CLASSROOM HOURS · MONTH 5 OF 12

Classroom hours log

Month: _____ School / provider: _____ Month starts at cumulative hr: _____

DATE	HRS	COURSE / TOPIC (SEE KEY P.36)	INSTRUCTOR / SCHOOL	SIGNATURE	CUM. HRS
TOT		**Month total (hrs) _____ Cumulative classroom hours to date _____**			

TOPICS COVERED THIS MONTH — TICK ALL THAT APPLY

- ☐ Electrical theory (DC/AC)
- ☐ Trade math
- ☐ NEC / code
- ☐ Grounding & bonding
- ☐ Wiring methods & materials
- ☐ Raceway & conduit bending
- ☐ Services & distribution
- ☐ Motors & motor controls
- ☐ Transformers
- ☐ Blueprint reading
- ☐ Low-voltage systems
- ☐ Fire alarm
- ☐ Sound / comm / data
- ☐ Instrumentation & PLCs
- ☐ Lighting & controls
- ☐ Test equipment & troubleshooting
- ☐ OSHA / job-site safety
- ☐ First aid / CPR
- ☐ Grounding electrode systems
- ☐ Load calculations
- ☐ Conductor sizing
- ☐ Overcurrent protection
- ☐ Renewable / green energy
- ☐ Codeology / plan review
- ☐ Rigging & material handling
- ☐ Fundamentals of electricity
- ☐ Hazardous locations
- ☐ Emergency & standby systems
- ☐ Communications & fiber
- ☐ Professionalism & workplace skills

INSTRUCTOR / COORDINATOR (PRINT NAME)	SCHOOL OR LOCAL	SIGNATURE	DATE

CLASSROOM HOURS · MONTH 6 OF 12

Classroom hours log

Month: _____ School / provider: _____ Month starts at cumulative hr: _____

DATE	HRS	COURSE / TOPIC (SEE KEY P.36)	INSTRUCTOR / SCHOOL	SIGNATURE	CUM. HRS
TOT		**Month total (hrs) _____ Cumulative classroom hours to date _____**			

TOPICS COVERED THIS MONTH — TICK ALL THAT APPLY

- ☐ Electrical theory (DC/AC)
- ☐ Trade math
- ☐ NEC / code
- ☐ Grounding & bonding
- ☐ Wiring methods & materials
- ☐ Raceway & conduit bending
- ☐ Services & distribution
- ☐ Motors & motor controls
- ☐ Transformers
- ☐ Blueprint reading
- ☐ Low-voltage systems
- ☐ Fire alarm
- ☐ Sound / comm / data
- ☐ Instrumentation & PLCs
- ☐ Lighting & controls
- ☐ Test equipment & troubleshooting
- ☐ OSHA / job-site safety
- ☐ First aid / CPR
- ☐ Grounding electrode systems
- ☐ Load calculations
- ☐ Conductor sizing
- ☐ Overcurrent protection
- ☐ Renewable / green energy
- ☐ Codeology / plan review
- ☐ Rigging & material handling
- ☐ Fundamentals of electricity
- ☐ Hazardous locations
- ☐ Emergency & standby systems
- ☐ Communications & fiber
- ☐ Professionalism & workplace skills

INSTRUCTOR / COORDINATOR (PRINT NAME)	SCHOOL OR LOCAL	SIGNATURE	DATE

CLASSROOM HOURS · MONTH 7 OF 12

Classroom hours log

Month: _____ School / provider: _____ Month starts at cumulative hr: _____

DATE	HRS	COURSE / TOPIC (SEE KEY P.36)	INSTRUCTOR / SCHOOL	SIGNATURE	CUM. HRS
TOT		**Month total (hrs) _____ Cumulative classroom hours to date _____**			

TOPICS COVERED THIS MONTH — TICK ALL THAT APPLY

- ☐ Electrical theory (DC/AC)
- ☐ Trade math
- ☐ NEC / code
- ☐ Grounding & bonding
- ☐ Wiring methods & materials
- ☐ Raceway & conduit bending
- ☐ Services & distribution
- ☐ Motors & motor controls
- ☐ Transformers
- ☐ Blueprint reading
- ☐ Low-voltage systems
- ☐ Fire alarm
- ☐ Sound / comm / data
- ☐ Instrumentation & PLCs
- ☐ Lighting & controls
- ☐ Test equipment & troubleshooting
- ☐ OSHA / job-site safety
- ☐ First aid / CPR
- ☐ Grounding electrode systems
- ☐ Load calculations
- ☐ Conductor sizing
- ☐ Overcurrent protection
- ☐ Renewable / green energy
- ☐ Codeology / plan review
- ☐ Rigging & material handling
- ☐ Fundamentals of electricity
- ☐ Hazardous locations
- ☐ Emergency & standby systems
- ☐ Communications & fiber
- ☐ Professionalism & workplace skills

INSTRUCTOR / COORDINATOR (PRINT NAME)	SCHOOL OR LOCAL	SIGNATURE	DATE

CLASSROOM HOURS · MONTH 8 OF 12

Classroom hours log

Month: _____ School / provider: _____ Month starts at cumulative hr: _____

DATE	HRS	COURSE / TOPIC (SEE KEY P.36)	INSTRUCTOR / SCHOOL	SIGNATURE	CUM. HRS
TOT		**Month total (hrs) _____ Cumulative classroom hours to date _____**			

TOPICS COVERED THIS MONTH — TICK ALL THAT APPLY

- ☐ Electrical theory (DC/AC)
- ☐ Trade math
- ☐ NEC / code
- ☐ Grounding & bonding
- ☐ Wiring methods & materials
- ☐ Raceway & conduit bending
- ☐ Services & distribution
- ☐ Motors & motor controls
- ☐ Transformers
- ☐ Blueprint reading
- ☐ Low-voltage systems
- ☐ Fire alarm
- ☐ Sound / comm / data
- ☐ Instrumentation & PLCs
- ☐ Lighting & controls
- ☐ Test equipment & troubleshooting
- ☐ OSHA / job-site safety
- ☐ First aid / CPR
- ☐ Grounding electrode systems
- ☐ Load calculations
- ☐ Conductor sizing
- ☐ Overcurrent protection
- ☐ Renewable / green energy
- ☐ Codeology / plan review
- ☐ Rigging & material handling
- ☐ Fundamentals of electricity
- ☐ Hazardous locations
- ☐ Emergency & standby systems
- ☐ Communications & fiber
- ☐ Professionalism & workplace skills

INSTRUCTOR / COORDINATOR (PRINT NAME)	SCHOOL OR LOCAL	SIGNATURE	DATE

CLASSROOM HOURS · MONTH 9 OF 12

Classroom hours log

Month: _____ School / provider: _____ Month starts at cumulative hr: _____

DATE	HRS	COURSE / TOPIC (SEE KEY P.36)	INSTRUCTOR / SCHOOL	SIGNATURE	CUM. HRS
TOT		**Month total (hrs) _____ Cumulative classroom hours to date _____**			

TOPICS COVERED THIS MONTH — TICK ALL THAT APPLY

- ☐ Electrical theory (DC/AC)
- ☐ Trade math
- ☐ NEC / code
- ☐ Grounding & bonding
- ☐ Wiring methods & materials
- ☐ Raceway & conduit bending
- ☐ Services & distribution
- ☐ Motors & motor controls
- ☐ Transformers
- ☐ Blueprint reading
- ☐ Low-voltage systems
- ☐ Fire alarm
- ☐ Sound / comm / data
- ☐ Instrumentation & PLCs
- ☐ Lighting & controls
- ☐ Test equipment & troubleshooting
- ☐ OSHA / job-site safety
- ☐ First aid / CPR
- ☐ Grounding electrode systems
- ☐ Load calculations
- ☐ Conductor sizing
- ☐ Overcurrent protection
- ☐ Renewable / green energy
- ☐ Codeology / plan review
- ☐ Rigging & material handling
- ☐ Fundamentals of electricity
- ☐ Hazardous locations
- ☐ Emergency & standby systems
- ☐ Communications & fiber
- ☐ Professionalism & workplace skills

INSTRUCTOR / COORDINATOR (PRINT NAME)	SCHOOL OR LOCAL	SIGNATURE	DATE

CLASSROOM HOURS · MONTH 10 OF 12

Classroom hours log

Month: _____ School / provider: _____ Month starts at cumulative hr: _____

DATE	HRS	COURSE / TOPIC (SEE KEY P.36)	INSTRUCTOR / SCHOOL	SIGNATURE	CUM. HRS
TOT		**Month total (hrs) _____ Cumulative classroom hours to date _____**			

TOPICS COVERED THIS MONTH — TICK ALL THAT APPLY

- ☐ Electrical theory (DC/AC)
- ☐ Trade math
- ☐ NEC / code
- ☐ Grounding & bonding
- ☐ Wiring methods & materials
- ☐ Raceway & conduit bending
- ☐ Services & distribution
- ☐ Motors & motor controls
- ☐ Transformers
- ☐ Blueprint reading
- ☐ Low-voltage systems
- ☐ Fire alarm
- ☐ Sound / comm / data
- ☐ Instrumentation & PLCs
- ☐ Lighting & controls
- ☐ Test equipment & troubleshooting
- ☐ OSHA / job-site safety
- ☐ First aid / CPR
- ☐ Grounding electrode systems
- ☐ Load calculations
- ☐ Conductor sizing
- ☐ Overcurrent protection
- ☐ Renewable / green energy
- ☐ Codeology / plan review
- ☐ Rigging & material handling
- ☐ Fundamentals of electricity
- ☐ Hazardous locations
- ☐ Emergency & standby systems
- ☐ Communications & fiber
- ☐ Professionalism & workplace skills

INSTRUCTOR / COORDINATOR (PRINT NAME)	SCHOOL OR LOCAL	SIGNATURE	DATE

CLASSROOM HOURS · MONTH 11 OF 12

Classroom hours log

Month: _____ School / provider: _____ Month starts at cumulative hr: _____

DATE	HRS	COURSE / TOPIC (SEE KEY P.36)	INSTRUCTOR / SCHOOL	SIGNATURE	CUM. HRS
TOT		**Month total (hrs) _____ Cumulative classroom hours to date _____**			

TOPICS COVERED THIS MONTH — TICK ALL THAT APPLY

- ☐ Electrical theory (DC/AC)
- ☐ Trade math
- ☐ NEC / code
- ☐ Grounding & bonding
- ☐ Wiring methods & materials
- ☐ Raceway & conduit bending
- ☐ Services & distribution
- ☐ Motors & motor controls
- ☐ Transformers
- ☐ Blueprint reading
- ☐ Low-voltage systems
- ☐ Fire alarm
- ☐ Sound / comm / data
- ☐ Instrumentation & PLCs
- ☐ Lighting & controls
- ☐ Test equipment & troubleshooting
- ☐ OSHA / job-site safety
- ☐ First aid / CPR
- ☐ Grounding electrode systems
- ☐ Load calculations
- ☐ Conductor sizing
- ☐ Overcurrent protection
- ☐ Renewable / green energy
- ☐ Codeology / plan review
- ☐ Rigging & material handling
- ☐ Fundamentals of electricity
- ☐ Hazardous locations
- ☐ Emergency & standby systems
- ☐ Communications & fiber
- ☐ Professionalism & workplace skills

INSTRUCTOR / COORDINATOR (PRINT NAME)	SCHOOL OR LOCAL	SIGNATURE	DATE

CLASSROOM HOURS · MONTH 12 OF 12

Classroom hours log

Month: _____ School / provider: _____ Month starts at cumulative hr: _____

DATE	HRS	COURSE / TOPIC (SEE KEY P.36)	INSTRUCTOR / SCHOOL	SIGNATURE	CUM. HRS
TOT		**Month total (hrs) _____ Cumulative classroom hours to date _____**			

TOPICS COVERED THIS MONTH — TICK ALL THAT APPLY

- ☐ Electrical theory (DC/AC)
- ☐ Trade math
- ☐ NEC / code
- ☐ Grounding & bonding
- ☐ Wiring methods & materials
- ☐ Raceway & conduit bending
- ☐ Services & distribution
- ☐ Motors & motor controls
- ☐ Transformers
- ☐ Blueprint reading
- ☐ Low-voltage systems
- ☐ Fire alarm
- ☐ Sound / comm / data
- ☐ Instrumentation & PLCs
- ☐ Lighting & controls
- ☐ Test equipment & troubleshooting
- ☐ OSHA / job-site safety
- ☐ First aid / CPR
- ☐ Grounding electrode systems
- ☐ Load calculations
- ☐ Conductor sizing
- ☐ Overcurrent protection
- ☐ Renewable / green energy
- ☐ Codeology / plan review
- ☐ Rigging & material handling
- ☐ Fundamentals of electricity
- ☐ Hazardous locations
- ☐ Emergency & standby systems
- ☐ Communications & fiber
- ☐ Professionalism & workplace skills

INSTRUCTOR / COORDINATOR (PRINT NAME)	SCHOOL OR LOCAL	SIGNATURE	DATE

RUNNING TOTALS

Classroom hours summary

Year / term	Class hrs	Cumulative	Verified by
TOTAL CLASSROOM HOURS →			

TERM / SEMESTER SUMMARY

TERM	COURSE	HRS	RESULT / GRADE	VERIFIED BY

Use whichever your program asks for. Some programs count classroom time by the session, others by the completed term or course. Both are recorded here — the monthly pages carry the sessions, this page carries the terms.

SIGN-OFF · AFFIDAVIT 1 OF 4

Certification of experience

One affidavit per employer or reporting period. Complete it **before you leave an employer**, while the people who can sign it still work with you.

Apprentice	Registration numbers	Period covered
Name	RAPIDS ID	From
Employer / contractor	Contractor license #	To

Hours certified by category

Code	Category	Hrs	Code	Category	Hrs
A	Layout & Planning		**F**	Lighting	
B	Raceways		**G**	Low-Voltage & Systems	
C	Wire & Cable		**H**	Testing, Service & Troubleshooting	
D	Services & Distribution		**I**	Safety, Prefab, Green & Paperwork	
E	Motors & Controls			**TOTAL HOURS CERTIFIED →**	

OJT hours this period	Classroom hours this period	Res / Com / Ind split	Cumulative hours, all books
		___ / ___ / ___	

Certified by ☐ Supervising journeyman ☐ Master electrician ☐ Qualifying individual for the contractor

Print name	License #	Signature	Date
Apprentice signature			

Notary — if your state requires it

State of _____ County of _____

Subscribed and sworn to before me on _____

Notary signature _____

Printed name _____ Commission expires _____

Notary seal

Notaries whose state prescribes particular wording may line this through and attach their own certificate.

This is your record, not a filing. Most boards require experience on **their own form**, completed by your supervising contractor — and several states require that form to be notarized. Use this page to capture the hours and signatures while you can get them, then transcribe or attach it to whatever your board asks for.

SIGN-OFF · AFFIDAVIT 2 OF 4

Certification of experience

One affidavit per employer or reporting period. Complete it **before you leave an employer**, while the people who can sign it still work with you.

Apprentice	Registration numbers	Period covered
Name	RAPIDS ID	From
Employer / contractor	Contractor license #	To

Hours certified by category

Code	Category	Hrs	Code	Category	Hrs
A	Layout & Planning		**F**	Lighting	
B	Raceways		**G**	Low-Voltage & Systems	
C	Wire & Cable		**H**	Testing, Service & Troubleshooting	
D	Services & Distribution		**I**	Safety, Prefab, Green & Paperwork	
E	Motors & Controls			**TOTAL HOURS CERTIFIED →**	

OJT hours this period	Classroom hours this period	Res / Com / Ind split	Cumulative hours, all books
		___ / ___ / ___	

Certified by ☐ Supervising journeyman ☐ Master electrician ☐ Qualifying individual for the contractor

Print name	License #	Signature	Date
Apprentice signature			

Notary — if your state requires it

State of _____ County of _____

Subscribed and sworn to before me on _____

Notary signature _____

Printed name _____ Commission expires _____

Notary seal

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SIGN-OFF · AFFIDAVIT 3 OF 4

Certification of experience

One affidavit per employer or reporting period. Complete it **before you leave an employer**, while the people who can sign it still work with you.

Apprentice	Registration numbers	Period covered
Name	RAPIDS ID	From
Employer / contractor	Contractor license #	To

Hours certified by category

Code	Category	Hrs	Code	Category	Hrs
A	Layout & Planning		**F**	Lighting	
B	Raceways		**G**	Low-Voltage & Systems	
C	Wire & Cable		**H**	Testing, Service & Troubleshooting	
D	Services & Distribution		**I**	Safety, Prefab, Green & Paperwork	
E	Motors & Controls			**TOTAL HOURS CERTIFIED →**	

OJT hours this period	Classroom hours this period	Res / Com / Ind split	Cumulative hours, all books
		___ / ___ / ___	

Certified by ☐ Supervising journeyman ☐ Master electrician ☐ Qualifying individual for the contractor

Print name	License #	Signature	Date
Apprentice signature			

Notary — if your state requires it

State of _____ County of _____

Subscribed and sworn to before me on _____

Notary signature _____

Printed name _____ Commission expires _____

Notary seal

Notaries whose state prescribes particular wording may line this through and attach their own certificate.

This is your record, not a filing. Most boards require experience on **their own form**, completed by your supervising contractor — and several states require that form to be notarized. Use this page to capture the hours and signatures while you can get them, then transcribe or attach it to whatever your board asks for.

SIGN-OFF · AFFIDAVIT 4 OF 4

Certification of experience

One affidavit per employer or reporting period. Complete it **before you leave an employer**, while the people who can sign it still work with you.

Apprentice	Registration numbers	Period covered
Name	RAPIDS ID	From
Employer / contractor	Contractor license #	To

Hours certified by category

Code	Category	Hrs	Code	Category	Hrs
A	Layout & Planning		**F**	Lighting	
B	Raceways		**G**	Low-Voltage & Systems	
C	Wire & Cable		**H**	Testing, Service & Troubleshooting	
D	Services & Distribution		**I**	Safety, Prefab, Green & Paperwork	
E	Motors & Controls			**TOTAL HOURS CERTIFIED →**	

OJT hours this period	Classroom hours this period	Res / Com / Ind split	Cumulative hours, all books
		___ / ___ / ___	

Certified by ☐ Supervising journeyman ☐ Master electrician ☐ Qualifying individual for the contractor

Print name	License #	Signature	Date
Apprentice signature			

Notary — if your state requires it

State of _____ County of _____

Subscribed and sworn to before me on _____

Notary signature _____

Printed name _____ Commission expires _____

Notary seal

Notaries whose state prescribes particular wording may line this through and attach their own certificate.

This is your record, not a filing. Most boards require experience on **their own form**, completed by your supervising contractor — and several states require that form to be notarized. Use this page to capture the hours and signatures while you can get them, then transcribe or attach it to whatever your board asks for.

NOTES

Notes & job references

NOTES

Notes & job references

ONE REQUEST

Did this logbook help?

If this logbook has kept your hours organized, the most useful thing you can do is help the next apprentice find it.

- **Bought the paperback?** An honest review on Amazon, positive or negative, helps other apprentices decide whether it fits their program. The listing is at **amazon.com/dp/B0HL82LJ35**.
- **Using the free PDF?** The same logbook is available as a paperback, 8.5 × 11 inches, at the same address.
- **Something missing or wrong?** Tell us at **electricianauthority.com/contact-us/**. Corrections go into the next edition.

No review is ever required for anything, and every honest review is welcome.