

## Oklahoma Department of Labor



**Leslie Osborn  
COMMISSIONER OF LABOR**

### **WELDING FREQUENTLY ASKED QUESTIONS**

#### **1. How do I become licensed? Do I have to test for licensure?**

(A) **Welder** - You will need to pass a weld test exam administered by one of our qualified Weld Test Facilities to become licensed for Welding.

#### **(B) Weld Inspector – OAC 380:20-1-10. Welding inspector certification; procedure**

(a) Each welding inspector shall have as minimum qualifications:

- (1) A current American Welding Society Welding Inspectors Certification; or
- (2) A minimum of seven (7) years of the last ten (10) years of documented experience in the weld inspection field as required by Title 59 O.S. 59 Section 1628 of this Act; or
- (3) Have current employment documentation as an owner-user inspector.

#### **C) Weld Test Facility (Test Lab) – OAC 380:20-1-7. Welding test facility certification**

(a) Each weld test facility shall have as minimum qualifications:

- (1) Have in their employ, a weld inspector in possession of a current American Welding Society Welding Inspector Certification and be certified by the Commissioner of Labor
- (2) Have in their employ, a weld inspector with a minimum of seven (7) years of the last ten (10) years of experience in the weld inspection field and be certified by the Commissioner of Labor; or

(3) Be certified as an owner-user welding inspector.

#### **2. How do I renew my license?**

(A) **Welder**- You may renew your license up to 90 days prior to expiration by mailing the completed renewal application and copies of the required identification along with your \$25 fee. If you are renewing your license after expiration, you will need to submit an additional \$10. You are no longer eligible for renewal if your license is expired more than 1 year.

(B) **Weld Inspector & Weld Test Facility (Test Lab)** - Certificates for welders and testing facilities and welding inspectors shall be issued for a period of one (1) year, and shall be renewed by January 1 of each year for testing facility applicants and welding inspectors, and on the last day of the welder applicant's birth month; provided, however, that no welder applicant shall be required to renew his license more than once during any twelve-month period. Failure to renew the certificates within one year of expiration shall require recertification.

#### **3. Can I renew online?**

At this time, this option is not available.

#### **4. Can I renew over the phone?**

No, you will need to provide an application with the required documentation and fee either in person or by mail.

#### **5. What do I need to send with my application? (either renewal or new)**

(A) **Welder** - For new applicants, you will need to submit the application, original test results from the certified weld test facility, copies of the required personal Identification and \$25.00 fee. For renewal applicants, you need to submit the application, copies of the required personal Identification and \$25.00. If the renewal is past expiration, you will

need to include an additional \$10.00. If the certification is expired by more than 1 year, you will need to retest for certification.

(B) **Weld Inspector** - For new applicants, you will need to submit the application, copies of the required personal identification, and supporting documentation to show either 7 of the last 10 years as a welder, or AWS certification.

**6. What forms of payment do we accept?**

We accept check or money order for mail in applicants. For walk-in applicants, we accept check, money order, Visa and MasterCard. We do not accept cash.

**7. How long is my license valid?**

- **Welder** - Your license will be valid for 1 year. It will expire every year on the last day of your birth month.
- **Weld Inspector & Weld Test Facility (Test Lab)** – Your license will need to be renewed annually by January 1st.

**8. How often do I need to get my picture taken?**

- **Welder & Weld Inspector** - You will need to appear in person every 10 years for a new photo.
- **Weld Test Facility (Test Lab)** – You don't need to have a picture taken.

**9. What forms of Identification are acceptable?**

(A) For U.S. Citizens, A valid, unexpired Driver's license or Photo-Identification card from your state of residency; AND Birth Certificate or Social Security Card, a valid, unexpired passport or a W-2 form from your current employer.

(B) For Non-U.S. Citizens, State law requires the Oklahoma Department of Labor to verify immigration status (lawful presence) of all non-U.S. citizens upon license renewal. As long as the qualified alien presents the same unexpired immigration document that was presented previously, the renewal license may be approved by mailing an application, fee, and photocopy of the requested documentation listed above to the Oklahoma Department of Labor. Renewal applicants with new immigration documents are required to present, in person, documentation listed above to establish eligibility for renewal. Renewal applications for the tenth year and every tenth year thereafter must also be presented in person.

**10. Where do I need to go to have my picture taken?**

You can have a photo taken out our main office or find a complete list of the licensing sites from our website (<http://labor.ok.gov/>). Click on Licensing, and then click on "Processing Sites".

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