

HOW TO APPLY FOR A SPECIAL INSPECTORS REGISTRATION

General Information

- Registrations are issued on a biennial (two year) cycle
- Each registration cycle starts on July 1 of each odd numbered year
- All registrations expire on June 30 of the next odd numbered year
- No person may practice as a special inspector without a current registration
- There is no grace period for practice if not reregistered by June 30
- Unregistered practice carries a maximum fine of \$10,000
- Similar licenses or registrations from other states will be evaluated for equivalency
- Registration fees are not prorated
- Limited and Provisional Registration Classifications are not available for special inspector registrants

Initial License

- Submit a completed Special Inspector Registration Application
- Submit copies of all special inspectors certifications
- \$50.00 application fee payable to the SC Building Codes Council

License Renewal

- Submit a completed Special Inspector Registration Application
- Submit proof of continuing education
- \$50.00 application fee payable to the SC Building Codes Council

Continuing Education Requirements for Code Enforcement Officers

- 24 hours of continuing education per license cycle
- Reporting period is from July 1st to June 30th of each odd numbered year
- Continuing education can not be carried over to a new license cycle

SPECIAL INSPECTORS REGISTRATION CLASSIFICATIONS

Reinforced Concrete (RC)

Welding (SW)

High Strength Bolting (HSB)

Steel Frame (SF)

Non-destructive Testing (NDT)

Structural Masonry (SM)

Earth Work (EW) Which includes

Excavation and Filling, and,
Verification of Soils

Modular Retaining Walls (MRW)

Deep Foundations (DF)

Post-tension Cables (PTC)

Sprayed Fire Resistive Material (FP)

Exterior Insulation and Finish System (EIFS)

Smoke Control (SC)

Pre-cast Fabrication (PCF)

Seismic Resistance (SR)

Retention Basins (RB)



South Carolina Department of Labor, Licensing and Regulation
PO Box 12517 Columbia, SC 29211-2517

AFFIDAVIT OF ELIGIBILITY

Pursuant to Section 8-29-10 SC Code of Law, **ALL** applicants for a South Carolina license after July 1, 2008 are required to complete and sign this Affidavit of Eligibility.

Section A: LAWFUL PRESENCE in the United States.

I, (please print your full name) _____, swear or affirm under penalty of perjury under the laws of the State of South Carolina that (check 1, 2 or 3 below):

1. I am a United States citizen or legal permanent resident eighteen years of age or older; or
2. I am not a US citizen but am lawfully present in the US as evidenced by one of the following
 - a. I am a qualified alien as defined in 8 U.S.C. sec 1641, eighteen years of age or older.
 - b. I am a nonimmigrant under the "Immigration and Nationality Act," Federal Public Law 82-414 as amended, eighteen years of age or older.
2. I am not physically present in the US under 8 U.S.C. sec 1621 (c) (2) (c) or employed in the US pursuant to 8 U.S.C. 1621 (c) (s) (c) (check either a or b below):
 - a. I am a US Citizen, not physically present or employed in the United States.
 - b. I am a Foreign National, Not physically present or employed in the United States.

If you selected either 3.a. of 3.b., you do not need to complete Section B. Skip to Section C.

Section B: Secure and Verifiable Document.

This section must be completed if you checked number 1 or 2 in Section A.

1. Please check one of the following acceptable secure and verifiable documents. Complete documentation must be provided **upon request only.**
 - Any South Carolina Driver License, South Carolina Driver Permit or South Carolina Identification Card, expired less than one year,
 - Out-of-state issued photo Driver's License or photo identification card, photo driver's permit expired less than one year. **State:** _____ Valid Temporary Resident Card
 - Valid Temporary Resident Card
 - Certificate of Naturalization with intact photo
 - Certificate of (US) Citizenship with intact photo
 - Other: (Name of verifiable document)

2. Social Security Number _____

3. Enter the state or the federal agency name where this secure and verifiable document was issued. (If issued by a state agency, include both the state and agency name). _____

4. What is the secure and verifiable document number? _____

5. What is the expiration date of your secure and verifiable document? _____ (month/day/year)

(If you hold a document without an expiration date, such as a military ID or naturalization certificate, write N/A.)

Section C: Attestation.

- I understand that this sworn statement is required by law because I have applied for or hold a professional or commercial license regulated by 8 U.S.C. sec. 1621. I understand that state law requires me to provide proof that I am lawfully present in the United States. I may also be required to provide proof of lawful presence.
- I understand that in accordance with section 8-29-10 false statements made herein are punishable by law. I state under penalty of perjury that the above statements are true and correct.
- I am the person identified above and the information contained herein is true and correct to the best of my knowledge. I understand that under South Carolina law, providing false information is grounds for denial, suspension or revocation of a license, certificate, registration or permit.
- I understand that the above information must be disclosed to the Department of Labor, Licensing and Regulation upon request and is subject to verification.

Signature

Date

Please print your name as shown on your secure and verifiable document.

Professional License Type: _____

License Number (if already licensed): _____

The South Carolina Code of Laws requires that every individual who applies for an occupational or professional license provide a social security or alien identification number for use in the establishment, enforcement and collection of child support obligations and for reporting to certain databanks established by law. Failure to provide your social security number for these mandatory purposes will result in the denial of your licensure application. Social security numbers may also be disclosed to other governmental regulatory agencies and for identification purposes to testing providers and organizations involved in professional regulation. Your social security number will not be released for any other purpose not provided for by law.