## DEPARTMENT OF LABOR AND INDUSTRY

## Upload Instructions for the Building Official, Building Official Limited & Accessibility Specialist Exam Application

- 1. Go to the Department of Labor & Industry website <u>https://www.dli.mn.gov/</u>.
- 2. Near the top right of the page, click "For Workers".



3. Click "Building Officials". (As an aside, this page provides many helpful links and resources relating to building officials.)



4. Near the upper center of the page, click "Apply for or Renew a License".



- 5. Select the first option from the list: "New license, exam, reciprocity, or registration application".
  - New license, exam, reciprocity, or registration application
- 6. Select "Building Officials".



7. Select the license type for which you are applying.



8. Read and follow the instructions.

The DLI will review the submittal. You will be informed by email if the submittal is incomplete, if your points are insufficient, or when your application is approved.