



The Commonwealth of
Massachusetts
Department of Public Safety



Board of Building Regulations and Standards Construction Supervisor License Continuing Education Requirements

May 2013

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Any person with an **EXPIRATION** date of July 1, 2013 or later will need to affirm that the continuing education requirement has been satisfied.

Please refer to the [regulations](#) for detailed requirements and the DPS website for approved course coordinators and [COURSES](#) of instruction. (after clicking on the above link then click on 'CSL Continuing Education Courses')

How do I know what type of license I have and how many CEU's I need? My License reads:

CS-xxxxxx Unrestricted License- 12 CEU's

CSFA-xxxxxx Restricted License- 10 CEU's

CSSL-xxxxxx Specialty License- 6 CEU's - regardless of how many specialties

(Masonry; Roofing; Window/Siding; Demolition; Solid Fuel; Insulation)

When do I have to complete the CEU's by?

You will receive your renewal form approximately 60 days before your expiration date. It is recommended you complete the required CEU's by this time.

You will need to attach a copy of any certificates received showing you completed the required CEU's to your renewal form.

Where can I find a list of courses that have been approved by the BBRS?

On the DPS website. Or click on [COURSES](#) then click on 'CSL Continuing Education Courses'.

ALL COURSES LISTED ON THE DPS WEBSITE HAVE BEEN APPROVED

Are ON-LINE courses available?

Yes. On-line courses as well as classroom are available.

Check the DPS website by clicking on [COURSES](#) then click on 'CSL Continuing Education Courses'.

I already attended a course; How do I know if it has been approved?

You should have received a certificate of completion with course number listed on certificate.(All courses begin with a CS-xxxx)

Check the DPS website by clicking on [COURSES](#) then click on 'CSL Continuing Education Courses'.

I have the certificate of completion; Now What?

Keep the certificate and return a copy with your CSL renewal form.

I already sent my certificate in; do I have to submit another certificate with my renewal form?

YES, a copy of your certificate will need to be sent in with your renewal form.

I cannot find my certificate; what do I do now?

Contact the Coordinator or instructor and request another certificate.

My license does not expire until March 3, 2015 I already completed the required 12 CEU's. Do I have to take the course again?

No, this will be accepted when you renew in 2015 because this is the first time you are required to provide the required CEU's.

How often do I have to complete the required CEU's?

Every two years when you renew your license.

Any additional requirements besides the required CEU's?

Each license category requires at least 1 hour each of the following subjects to be covered during training:

Code Review

Workplace Safety

Business Practices / Workplace Safety

Energy (except Demolition Specialty License)

Lead Safe Practices (only first renewal cycle)

The **maximum** number of hours required for any given licensee is **12 hours**, regardless of how many categories appear on the license card. A person who is licensed in a specialty category, whether one, two or all six, needs only to achieve the requisite 6 hours of continuing education credit.

?s call 617-826-5236

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