



STATE OF TENNESSEE
DEPARTMENT OF COMMERCE AND INSURANCE
BOARD FOR LICENSING CONTRACTORS
500 JAMES ROBERTSON PARKWAY; NASHVILLE, TENNESSEE 37243-1150
TELEPHONE: (615) 741-8307 OR FAX (615) 532-2868

Website: <http://www.tn.gov/regboards/contractors/> Email: Contractors.Home-Improvement@tn.gov

Approved Pre-Licensed Exam Course Providers

Course Provider Name	License #
@Home Prep Education, Inc. Toll Free: (800) 952-0910 http://www.contractor-licensing.com/	1
American Contractors Exam Services, Inc. Toll Free: (800) 955-7277 http://www.examprep.org/	2
Builders License Training Institute Toll Free: (800) 727-7104 https://www.licensetobuild.com/	3

Verify Status of Pre-Licensed Provider

You may verify the current status and expiration dates of all exam prep schools from the website at: <http://verify.tn.gov/> For best results, search by one of the following criteria:

- Firm Name; or
- License #; or
- Profession (Pre-License Providers)

Requirements to offer Courses

Pursuant, T.C.A. § 62-6-138, all preclicensing exam courses designed to assist an applicant in taking an examination to obtain a license with the Board for Licensing Contractors, and the provider must first be approved. This includes online classes.

Providers may apply as a course provider by completing the application process. This requires a nonrefundable fee of \$1,500 and \$50,000 bond. The application may be printed from our website's "Forms and Downloads" at:

http://tn.gov/commerce/boards/contractors/documents/PrelicensingSchoolAppFinal_000.pdf

Please note, the Board does not require applicants to take any of these courses to aid in passing the exams. An applicant may take the license exams without taking a prep/cram course. The actual license exams are offered by [PSI Exam Services, LLC](#). In addition, continuing education is not required to obtain or renew a license.

Consumer Complaints – To report a complaint against a course provider, forms may be obtained from the website at: <http://tn.gov/commerce/boards/contractors/complaint.shtml> or you may contact us by email at: Contractors.Home-Improvement@tn.gov

If you find courses being offered that have not been approved, we would appreciate reporting to our office and you may do so anonymously.

Law Violations

It is considered a violation of law for course providers to perform the following:

- Disseminate false or misleading information concerning any course, classification or law;
- Claim to possess, reveal or distribute any questions utilized in the examination given by the Board's examination vendor;
- Entice applicant to apply for unnecessary classes or purchase unnecessary course materials;
- Advertise or promote or guarantee fees charged for the course will be waived if the student fails exam (promoting "no pass, no pay");
- Advertise or promote they are recommended or endorsed by the Board; or
- Advise, offer or recommend accountants to prepare financial statements or to utilize certain insurance brokers to complete any license application requirements; and
- To offer exam prep courses for Tennessee exams without first being approved by the Board.

NOTE: Only [PSI Exam Services, LLC](#) offer actual contractor licensing exams!!

(Rev. 7/2013)