

## STATE REGISTRATION BOARD FOR PROFESSIONAL ENGINEERS,

## LAND SURVEYORS AND GEOLOGISTS

**Mailing Address:**

EES  
Attn: PA PE  
PO Box 198728  
Nashville, TN 37219

Tel: 877.364.3926 Fax: 615.846.4252  
E-Mail: pape@pcshq.com  
Web site: www.pcshq.com

**Courier Address:**

Please visit our  
web site at  
[www.pcshq.com](http://www.pcshq.com)

**PROFESSIONAL ENGINEER EXAMINATION****Follow Instructions Below and Submit All Required Documents****Applicant Checklist:**

Please refer to the enclosed chart regarding the qualifications under the previous (old) law and the current (new) law.

Applicants qualifying under the current (new) law must have the required 4 years of experience as an Engineer-in-Training PRIOR to the application deadline. SEE QUALIFICATIONS CHART ON PAGE iii of iii.

**NOTE:** If qualifying under the previous (old) law, you must have received your results for the Fundamentals of Engineering examination prior to applying for the Principles and Practice Examination.

If you qualify under the current (new) law for the Fundamentals of Engineering Examination, you must then qualify under the current (new) law for the Principles and Practice examination. A candidate cannot change from the path in which one originally qualified for the FE examination. The Registration Law may be viewed on the Board's website.

1. Application must be typed OR printed in blue or black ink.
2. DO NOT COMPLETE THIS APPLICATION IF YOU ARE ALREADY LICENSED TO PRACTICE ENGINEERING IN ANOTHER STATE. CONTACT THE BOARD OFFICE AT 717-783-7049 OR E-MAIL [st-engineer@state.pa.us](mailto:st-engineer@state.pa.us) REQUESTING AN "APPLICATION FOR RECIPROCITY".
3. Complete pages 1 - 4 of application along with the amplified record.
4. Verification of Examination / Registration must be completed by the Board of the state in which you passed the Fundamentals of Engineering Examination. If you passed the FE exam in Pennsylvania, you do not need to complete this form. This form must be forwarded directly to the EES office from that state and must be received in the EES office no later than December 1 for the April exam and no later than July 1 for October exam.
5. Education information indicated on Page 2, Section 4 must be verified by requesting a *Transcript* from your college/university. The college/university must mail the *Transcript* directly to the EES office and must be received in the EES office no later than December 1 for the April exam and no later than July 1 for October exam. If your bachelor's degree is from a school outside of the United States – see #9 on the following page of instructions.
6. Amplified Record of Experience must be completed as per instructions on form. The original completed amplified record must be included with your application when submitted to EES. You must attach a COPY of your completed amplified record to each of the reference forms for dissemination to each individual being used as a reference.
- NOTE: POST-BACCALAUREATE DEGREES (eff. 01.25.04):** The Board may grant 1 year of experience credit for each post-baccalaureate degree earned by applicants for licensure, not to exceed 2 years, for those candidates qualifying under the current law, provided that:
- 1) the degree is from an engineering program approved by the Board (must be from an institution that offers an ABET-accredited baccalaureate degree in the same discipline);
  - 2) the degree is in the same discipline as an earned undergraduate degree; and
  - 3) the academic time is not concurrent with earned experience.
7. References must be listed on Page 2, Section 5.
- a. References should have personal knowledge of your experience and collectively be able to attest to the entire amount of required experience. An applicant is encouraged to use an immediate supervisor as a reference.
  - b. Applicants must NOT be related to those listed as references.
  - c. A *copy* of your completed amplified record must be attached to a "Reference Information" form for dissemination to and completed by each of the five persons furnished as a reference.
  - d. Three (3) of your five references must be licensed engineers. The other two (2) may be registered land surveyors or geologists who can attest to your engineering experience OR similarly qualified individuals (with the proper biographies) who can attest to your character or qualifications.
  - e. Each reference must complete form and forward directly to the EES office. (Copy of amplified record is NOT to be returned.) Reference forms must be received in the EES office no later than December 1 for the April exam and no later than July 1 for the October exam.

8. In completing Section 8, Criminal and Disciplinary Information and you answer "YES" to any question, you must attach a full explanation on an 8-1/2" x 11" sheet of paper and submit a certified copy of all relevant court and/or legal documents. NOTE: Answering "YES" to any of the questions will not result in the automatic denial of your application.

9. Foreign Graduates: If your bachelor's degree is from a school outside of the United States, your educational credentials must be evaluated to determine the equivalency of your degree in engineering from an accredited U.S. school. This is required regardless of you having a graduate degree from a U.S. school.

1. Contact: CPEES - Website: [www.cpees.org](http://www.cpees.org), Tel: 800.464.7650, Email: [centersupport@ncees.org](mailto:centersupport@ncees.org).
2. The evaluation is to be submitted directly to EES from CPEES.

10. Social Security Act Certification: Sign and date SS Certification (Section 9) on page 3 of the application.

11. Sign and date the Certification Statement (Section 11) on page 4 of application.

12. Maintain for your records a copy of your completed application prior to submission.

13. Forward application, Amplified Record of Experience Form and fee of \$100 made payable to "EES" to address indicated on the previous instruction page.

**NOTE: Mail application "Certified-Return Receipt"** to be assured it reached its intended destination. EES staff tries to notify candidates within 8-10 weeks of the application deadline date if there is a problem with the application and within an additional 4 weeks if you've been approved to sit for the examination. It is the responsibility of the applicant to stay in touch with references and colleges/universities to insure that the appropriate paperwork is being forwarded to the EES by the application deadline date.

## APPLICATION DEADLINES

This application, the amplified record and all supporting documents must be submitted by the application deadline. However, this does not guarantee you will be approved for the upcoming examination. It is the goal of EES and the PA Board to approve all applications in time to register for the candidate's examination of preference, but not always obtainable.

Applications must be RECEIVED by the deadline indicated below:

December 1 for April Exams

July 1 for October Exams

## FUTURE EXAMINATION DATES

April 16, 2010

October 29, 2010

April 08, 2011

October 28, 2011

# THE LAW AND EXAMINATION QUALIFICATIONS ENGINEERING

## Qualifications for the Fundamentals of Engineering Examination:

<u>The Old Law (Section 14 of Act 367)</u>	<u>The Current Law (Section 4.2 of Act 367)</u>
Received degree before June 30, 1994, or began experience before February 19, 1991.	Received degree or plan to after June 30, 1994, or who began experience after Feb. 19, 1991.
a) <b>NO DEGREE:</b> Experience was started before Feb. 19, 1991 - needs 4 years of qualifying experience under supervision of PE or similarly qualified individual (Refer to Rules & Regulations).	a) <b>NO DEGREE:</b> Qualifying experience started after Feb. 19, 1991 - needs 8 years of progressive experience in engineering work equivalent to that attained through graduation from an approved engineering curriculum.
b) <b>WITH DEGREE:</b> ABET accredited 4 year B.S. degree in engineering or Engineering/Technology granted prior to June 30, 1994.	b) <b>WITH DEGREE:</b> ABET accredited B.S. degree in engineering or Engineering/Technology granted after June 30, 1994.
	c) <b>STUDENT:</b> An engineering student who has completed 2 years or more of an approved program in engineering may sit for the exam, but <u>cannot</u> receive the EIT certificate until proof of graduation is provided.

## Qualifications for the Principles and Practice of Engineering Examination:

<u>The Old Law (Section 14 of Act 367)</u>	<u>The Current Law (Section 4.2 of Act 367)</u>
Received degree before June 30, 1994, or began experience before February 19, 1991.	Received degree or plan to after June 30, 1994, or who began experience after Feb. 19, 1991.
a) <b>WITH DEGREE:</b> Must have EIT certificate and 4 years of progressive experience or teaching experience in an approved engineering curriculum (under the supervision of a PE or similarly qualified individual). Refer to Rules & Regulations. Amplified record must show at least 4 years of qualifying experience.	a) <b>WITH DEGREE:</b> Must have EIT certificate and 4 or more years of progressive experience in engineering work earned <b>after</b> the issuance of the EIT certificate and under the supervision of a PE. or similarly qualified individual (Refer to Rules & Regulations).
b) <b>NO DEGREE:</b> Must have passed the Fundamentals of Engineering examination prior to applying for the PE examination. Must have 8 years of qualifying experience under the supervision of a PE (beginning prior to Feb. 19, 1991) or similarly qualified individual. Refer to Rules & Regulations. Amplified record of experience must show at least 12 years of qualifying experience (4 of which qualified one to sit for the Fundamentals of Engineering examination).	b) <b>WITH DEGREE:</b> Must have EIT certificate and 4 or more years of progressive teaching experience earned <b>after</b> the issuance of the EIT certificate in an approved curriculum, and under the supervision of a PE or similarly qualified individual (Refer to Rules & Regulations).
	c) <b>NO DEGREE:</b> Must have EIT certificate and the candidate's amplified record of experience must show at least 12 years of experience (8 of which qualified one to sit for the FE exam) and an additional 4 years gained <b>after</b> the issuance of the EIT certificate, under the supervision of a PE or similarly qualified individual (Refer to Rules & Regulations).
	<p><b>NOTE: POST-BACCALAUREATE DEGREES (eff. 01.25.04):</b> The Board may grant 1 year of experience credit for each post-baccalaureate degree earned by applicants for licensure, not to exceed 2 years, provided that:</p> <ol style="list-style-type: none"> <li>1) the MS/PhD degree is from an institution with an engineering program approved by the Board (must be an ABET-accredited or equivalent [as determined by CPEES] baccalaureate degree in the <u>same discipline</u>);</li> <li>2) the MS/PhD degree is in the same discipline as an earned undergraduate degree; and</li> <li>3) the academic time is not concurrent with earned experience.</li> </ol> <p><b>Also, be aware that:</b> The MS/PhD degrees must have been granted AFTER the issuance of an EIT certificate – the same requirement as the experience.</p>

**PENNSYLVANIA EXAMINATION APPLICATION**

**STATE REGISTRATION BOARD FOR PROFESSIONAL ENGINEERS,  
LAND SURVEYORS AND GEOLOGISTS**

**Mailing Address:**  
EES  
Attn: PA PE  
P.O. Box 198728  
Nashville, TN 37219

Tel: 877.364.3926 Fax: 615.846.4282  
E-Mail: pape@pcshq.com  
Website: www.pcshq.com

**Courier Address:**  
  
Please visit our web  
site at [www.pcshq.com](http://www.pcshq.com)

**APPLICATION FOR EXAMINATION**

**PROFESSIONAL ENGINEER**

Follow Attached Instructions and Submit All Required Documents

**Section 1 Applicant Information. (Must be typed or completed in blue or black ink.)**

Show name as you wish it to appear on license and wall certificate:

a) Last Name:																										
b) First Name:													c) Middle:													
d) Social Security #													e) Date of Birth:													
f) Street Address:																										
(Continued)																										
g) City:													State:			Zip:										
h) Daytime Phone #:													Extension:													
i) Internet E-Mail Address:																										
j) Would you like us to communicate with you regarding this application via e-mail?:													Yes:			No:										
k) Maiden Name (If applicable):																										

**Section 2 Board Application Fee - \$100.00**

Submit check or money order in the amount of **\$100.00** payable to the "EES".  
Fees are non-transferable and non-refundable.

NOTE: A \$25.00 processing fee will be assessed for any payment returned by your bank, regardless of the reason for non-payment.

**Section 3 Examination Information**

I am applying for the following Principles and Practice of Engineering exam date (check one):

April (Yr) \_\_\_\_\_  October (Yr) \_\_\_\_\_ Discipline: \_\_\_\_\_

Date in which the Fundamentals of Engineering exam was passed:	State: <input type="text" value=""/> <input type="text" value=""/>	Date Passed: MO <input type="text" value=""/> <input type="text" value=""/> YR <input type="text" value=""/> <input type="text" value=""/> <input type="text" value=""/> <input type="text" value=""/>	None <input type="checkbox"/>
Date in which the Engineer-in-Training certificate was issued:	MO <input type="text" value=""/> <input type="text" value=""/>	Year <input type="text" value=""/> <input type="text" value=""/> <input type="text" value=""/> <input type="text" value=""/>	

Name of Applicant (Print):

**Section 4** **Education** (If additional space is required, submit on a 8 1/2" x 11" sheet of paper)  
*Transcripts must be mailed directly from college/university to EES.*

College, University or Professional School and Address	Dates Attended	Major Course of Study and Degree Awarded	Graduation Date
1.			
2.			
3.			
4.			

**Section 5** **References** (See "Reference Information" on Instruction Page)

List five references - Name, State, Professional License Number and Telephone number

Name and Address	State In Which Licensed	License #	Telephone #
1.			
2.			
3.			
4.			
5.			

**Section 6** **Applications previously submitted to this Board.**

Engineer-In- Training	Professional Engineer	Surveyor-In- Training	Professional Land Surveyor	Professional Geologist	None
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

**Section 7** Do You Read  Yes  No  
Write  Yes  No  
 and Speak  Yes  No the English Language?

Name of Applicant (Print):

**Section 8 Criminal and Disciplinary Information**

The following must be answered. If any of the answers is "YES", attach a full explanation on an 8-1/2" x 11" sheet of paper and submit a certified copy of all relevant court and/or legal documents. Answering "YES" to any of the following questions will not result in the automatic denial of your application.

		YES	NO
A. Have you been convicted, found guilty or pleaded nolo contendere, or received probation without verdict or accelerated rehabilitative disposition (ARD) as to any felony or misdemeanor, including any drug law violations, or do you have any criminal charges pending and unresolved in any state or jurisdiction? You are not required to disclose any ARD or other criminal matter that has been expunged by order of a court.			
B. Are there felony or misdemeanor charges (other than for minor traffic offenses) now pending against you in Pennsylvania or any other state?			
C. Have you had disciplinary action instituted or taken against your license in any state or jurisdiction?	<input type="checkbox"/> Check here if action was taken in PA – Certified copies NOT required.		
D. Have you withdrawn an application for a license, had an application for a license denied or refused, or agreed not to reapply for a license in any state or jurisdiction?			

**Section 9 Social Security Act Certification**

This licensing board is obligated to inform each applicant or licensee from whom it requests a Social Security number on any application or form that disclosing such number is mandatory in order for this licensing board to comply with the requirements of the federal Social Security Act pertaining to child support enforcement, as implemented in the Commonwealth of Pennsylvania at 23 Pa. C.S. § 4304.1(a). In order to enforce domestic support orders, at the request of the Commonwealth's Department of Public Welfare (DPW), this licensing board must provide DPW information prescribed by DPW about the licensee, including the Social Security number.

In the event that this licensing Board takes disciplinary action against an applicant or licensee, this board may disclose their Social Security number if applicant or licensee voluntarily agrees to the disclosure of this information to the appropriate professional association. This organization compiles information about individual applicants and licensees and transmits that information to other licensing boards in order to coordinate licensure and disciplinary activities between the individual states. If you do not voluntarily provide your Social Security number for this purpose, information about you will still be transmitted to this organization should this licensing board discipline you, but that information will not include your Social Security number.

I certify that I have read the above statement, understand the full intent and I do give this licensing board permission to report my Social Security number to the appropriate professional association or licensing board.

Signature of Applicant:	Date:
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Name of Applicant (Print):

## Section 10 Code of Ethics

I hereby subscribe to and agree to abide by the following Code of Ethics: (your signature below indicates affirmation of this code).

It shall be considered unprofessional and inconsistent with honorable and dignified bearing for any professional engineer, professional land surveyor or professional geologist:

1. To act for his client or employer in professional matters otherwise than as a faithful agent or trustee, or to accept any remuneration other than his stated recompense for services rendered.
2. To attempt to injure falsely or maliciously, directly or indirectly, the professional reputation, prospects or business of anyone.
3. To attempt to supplant another engineer, land surveyor, or geologist after definite steps have been taken toward his employment.
4. To compete with another engineer, land surveyor or geologist for employment by the use of unethical practices.
5. To review the work of another engineer, land surveyor or geologist for the same client, except with the knowledge of such engineer, land surveyor or geologist, or unless the connection of such engineer, land surveyor or geologist with the work has terminated.
6. To attempt to obtain or render technical services or assistance without fair and just compensation commensurate with the services rendered: Provided, however, the donation of such services to a civic, charitable, religious or eleemosynary organization shall not be deemed a violation.
7. To advertise in self-laudatory language, or in any other manner, derogatory to the dignity of the profession.
8. To attempt to practice in any field of engineering, land surveying or geology in which the registrant is not proficient.
9. To use or permit the use of his professional seal on work over which he was not in responsible charge.
10. To aid or abet any person in the practice of engineering, land surveying or geology not in accordance with the provisions of this act or prior laws.

## Section 11 Certification Statement

By signing below, I verify that this form is in the original format as supplied by the Department of State and has not been altered or otherwise modified in any way. I am aware of the criminal penalties for tampering with public records or information pursuant to 18 Pa. C.S. §4911.

Additionally, I certify that the statements in this application are true and correct to the best of my knowledge, information and belief, and that I am of good moral character. I understand that any false statement made is subject to the penalties of 18 Pa. C.S. §4904 relating to unsworn falsification to authorities and may result in the suspension or revocation of my license or certificate.

Signature of Applicant:

Date:

# AMPLIFIED RECORD OF ENGINEERING OR SURVEYING EXPERIENCE

(Duplicate this blank page to provide sufficient extra pages to adequately document your experience. **Only** information presented on this form will be considered.)

Employment Number (1,2,3, etc.)	List Name & Address of Supervising Official thoroughly familiar with each employment. (If licensed, indicate "PE" or "PLS" after name.)	<u>Dates of Engineering or Surveying Employment</u>		<p><b>PREPARATION INSTRUCTIONS</b></p> <ol style="list-style-type: none"> <li>1. Applicants applying for the PE or PLS examination under the current law must show at least 4 years of PROGRESSIVE experience gained AFTER the issuance of the EIT or SIT certificate; engineering exp. must emphasize <b>design</b> work. Refer to the chart on "The Law and Examination Qualifications" for additional information.</li> <li>2. List employers in chronological order with the oldest shown as No. 1. Double space between each employment description.</li> <li>3. Show name and address of <u>each employer</u> and the title of your position.</li> <li>4. For each employer, <b>describe in detail the work you performed</b>. Applications with insufficient information will be disapproved.</li> <li>5. DO NOT LIST PRE-GRADUATION EXPERIENCE. DO NOT LIST ANTICIPATED EXPERIENCE. (The required amount of experience must have been completed prior to the application deadline.)</li> <li>6. <b>EACH page of record must include PRINTED NAME and DATE. Signature required on LAST page along with the experience totalled.</b></li> </ol> <p><b>List in the following format:</b></p> <ol style="list-style-type: none"> <li>(1) (a) Title of Position</li> <li>      (b) Name and Address of Employer</li> <li>      (c) <b>Description of Work – accurate and all-inclusive – indicating character of work and degree of responsibility. The Board generally prefers <u>one page per one year</u> of experience.</b></li> </ol>	<b>Time Employed (# of Years - Months)</b>						
		<b>DATE</b> <b>Month &amp; Year</b>			In Design		In Other Eng. Or Surv. Work				
		From Mo/Yr	To Mo/Yr		Yrs	Mos	Yrs	Mos			
Print Name:		Signature (Last Page ONLY):			Date:		<b>TOTAL EXPERIENCE WITH WHICH YOU ARE APPLYING (Total on Final Page ONLY) →</b>				



## REFERENCE INFORMATION FORM

### A. Applicant Check List:

- 1. Please note all requirements on instruction page of application. Applicants for the **PE exam** must have 3 PE's as references; the other 2 references may be similarly qualified (must attach a resume to completed reference form); OR registered land surveyors or geologists who can verify engineering experience. Applicants for the **surveying exam** must have at least 3 licensed surveyors as references; the other 2 may be professional engineers. Geologist applicants must provide references from 3 licensed geologists (Exception: See #4 under Section B).  
  
Applicants applying for the FE or FLS examination based on experience would follow the same reference guidelines listed above for the relevant profession.
- 2. Fill in your name and address (Top of Page 2) and that of the reference.
- 3. Check (✓) the appropriate category (Top of Page 2) in which you are seeking registration/certification.
- 4. Applicant **MUST NOT** be related to any reference. References should have personal knowledge of your experience and collectively be able to attest to the entire amount of required experience.
- 5. Attach a copy of your completed AMPLIFIED RECORD to each Reference Form provided to your references.
- 6. The completed Reference Information Form **MUST** be returned directly to the appropriate office directly **from the reference**. Copy of amplified record should not be returned.
- 7. Reference Information Forms submitted by the applicant with the application will be **REJECTED**.

### B. Reference Check List:

The applicant is required to furnish evidence of qualification for registration for the category checked below. You are asked to attest to the applicant's character, ability, reputation and professional skills and attainments. Be assured that the Board will hold all information strictly confidential.

- 1. Please answer questions on Page 2 of this application.
- 2. Sign and date at the bottom of Page 2.
- 3. **DO NOT RETURN THE AMPLIFIED RECORD.**
- 4. **References** without a professional license (Eng/Surv) must attach a copy of their resume to this form before mailing. **For Geologists:** If verifying a candidate's work performed prior to February 16, 1993, a similarly qualified geologist who was not licensed (with the proper biography) may be submitted.
- 5. Return completed Reference Information Form as instructed below to the appropriate location:

For PE/EIT Applicants: Mail directly to ↓

Engineering Examination Services  
Attn: PA PE  
P.O. Box 198728  
Nashville, TN 37219

For All OTHER Applicants: Mail directly to ↓

Engineer Board  
P. O. Box 2649  
Harrisburg, PA 17105-2649

**REFERENCE INFORMATION FORM**  
 (To be completed by Reference and due by exam deadline  
 dates of July 1 or December 1)

<b>Applicant's Name:</b>	<b>Applying for:</b> EIT PE SIT PLS PG (Circle One)
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<b>Address:</b>	<b>City:</b>	<b>State:</b>	<b>Zip:</b>
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**THE FOLLOWING TO BE COMPLETED BY REFERENCE:**  
 Must be typed or completed in blue or black ink

<b>1. Name of Reference:</b>	LAST	FIRST	MI
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<b>1a. Reference Address:</b>	
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<b>2. Business Phone (8 AM - 5 PM) :</b>	-	-	<b>Ext.:</b>
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<b>3. Internet E-Mail Address:</b>	
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<b>4. What is your present business or profession:</b>	
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<b>5. If in individual practice, please indicate nature of such practice.</b>	
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<b>6. Are you a Licensed</b> <input type="checkbox"/> Engineer <input type="checkbox"/> Surveyor <input type="checkbox"/> Geologist? <input type="checkbox"/> None If "none," see B-4 on page 1.	<b>License #</b> <input style="width: 100%;" type="text"/>
	<b>State:</b> <input style="width: 20px;" type="text"/> <input style="width: 20px;" type="text"/> <b>Exp. Date</b> <input style="width: 100%;" type="text"/>

<b>7. How long have you known the applicant?</b>	<b>From</b>	<b>to</b>	<b>inclusive.</b>
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<b>8. What has been your business connection with applicant?</b>	
--	--

<b>9. Are you in any way related to applicant?</b>	<input type="checkbox"/> Yes <input type="checkbox"/> No
--	--

<b>10. Do you know of anything reflecting adversely on the integrity or general good character of the applicant?</b> <input type="checkbox"/> No <input type="checkbox"/> Yes If "Yes", please explain:	

<b>11. Does the applicant read, write, and speak the English language intelligently?</b>	<input type="checkbox"/> Yes <input type="checkbox"/> No
--	--

<b>12. Briefly describe the applicant's qualifications:</b>	

<b>13. Is applicant's experience of a grade or character to allow applicant to assume responsible charge of the work involved in the practice of the profession?</b> <input type="checkbox"/> Yes <input type="checkbox"/> No If "No", please explain:	

<b>14. Which employment numbers/engagement numbers/time periods shown on the applicant's amplified record of experience can you verify?</b>	
---	--

<b>15. Do you recommend the applicant for registration as requested in application?</b> If "No", please explain:	<input type="checkbox"/> Yes <input type="checkbox"/> No

<b>The undersigned certifies to the accuracy of the above statements.</b>	
<b>Signature:</b> <input style="width: 95%;" type="text"/>	<b>Date:</b> <input style="width: 20px;" type="text"/> <input style="width: 20px;" type="text"/> <input style="width: 20px;" type="text"/> <input style="width: 20px;" type="text"/> <input style="width: 20px;" type="text"/> <input style="width: 20px;" type="text"/> MO DAY YR

# VERIFICATION OF EXAMINATION / REGISTRATION

PENNSYLVANIA

## State Registration Board for Professional Engineers, Land Surveyors and Geologists

Mailing Address:

EES-Attn: PA PE  
P. O. Box 198728  
Nashville, TN 37219

Courier Address:

Please visit our web site at  
[www.pcshq.com](http://www.pcshq.com)

877.364.3926 • Fax 615.846.4282

E-Mail: [pape@pcshq.com](mailto:pape@pcshq.com) Website: [www.pcshq.com](http://www.pcshq.com)

## INSTRUCTIONS

It is the responsibility of the applicant to request the necessary verification(s). After completion, this form must be sent directly to the PA Board.

1. **Applicants for Examinations:** This form must be completed by the State Board where you passed the EIT/FE examination. This does not apply to those who passed the EIT/FE examination in PA.
2. **Applicants for Reciprocity OR Temporary Permit:** This form must be completed by the State Board that granted your license by exam. If the 2 parts of the exam were passed in different states, a separate verification must be obtained from each state.

### *THIS PORTION TO BE COMPLETED BY APPLICANT*

TO: (State Board Completing Form)

\_\_\_\_\_ (Name of Applicant)

\_\_\_\_\_ (Street Address)

\_\_\_\_\_ (City) \_\_\_\_\_ (State) \_\_\_\_\_ (Zip)

\_\_\_\_\_ (Social Security Number) \_\_\_\_\_ (Date of Birth)

### *THIS PORTION TO BE COMPLETED BY STATE BOARD*

**I. The above named person was certified or registered as:**

	<u>Certificate Number</u>	<u>Date Issued</u>	<u>Valid Until</u>
<input type="checkbox"/> Engineer-in-Training (Or accepted from: _____)	_____	_____	_____
<input type="checkbox"/> Professional Engineer (Or accepted from: _____)	_____	_____	_____
<input type="checkbox"/> Surveyor-in-Training (Or accepted from: _____)	_____	_____	_____
<input type="checkbox"/> Prof. Land Surveyor (Or accepted from: _____)	_____	_____	_____

**II. Disciplinary Actions:**  Yes  No **If "Yes", please provide certified copies of action**

**III. Basis of Registration:**

<u>Written Examination</u>	<u># of Hrs.</u>	<u>Results (P/F/Score)</u>	<u>NCEES Exam (Yes/No)</u>	<u>Exam Date</u>
<input type="checkbox"/> Fund. Of Engineering (EIT) _____	_____	_____	_____	_____
<input type="checkbox"/> Princ. & Pract. of Engineering (PE) _____	_____	_____	_____	_____
<input type="checkbox"/> Fund. Of Land Surveying (SIT) _____	_____	_____	_____	_____
<input type="checkbox"/> Princ. & Pract. Of Land Surveying (PLS) _____	_____	_____	_____	_____
<input type="checkbox"/> Other Specify: _____	_____	_____	_____	_____

**IV. Oral Examination** \_\_\_\_\_ hrs. PE \_\_\_\_\_ hrs. LS Date: \_\_\_\_\_

**V. Comity with:** (1) \_\_\_\_\_ (2) \_\_\_\_\_

**VI. Education and Experience:** If less than 8 years of experience including graduation from ABET engineering curriculum, please check here \_\_\_\_\_ and give details on other side or attach details.

**Signature and Title:** \_\_\_\_\_

(Board Seal)

**Board:** \_\_\_\_\_ **Date:** \_\_\_\_\_