

CANDIDATE INFORMATION BULLETIN

CONNECTICUT BOARD APPLICATION DEADLINES

Candidates will not be eligible for the examination without first applying to, and receiving approval from the CT Board. Please visit their web site at www.ct.gov/dcp

DEADLINE DATES FOR CONNECTICUT BOARD APPLICATION:

December 1 (April examinations)
 July 1 (October examinations)

2012 EXAMINATION DATES

PE/PS/State: April 13 - October 26
 PE Vertical (Friday only) April 13 - October 26
 FE/FS: April 14 - October 27
 PE Lateral (Saturday only) April 14 - October 27

SCHEDULING DEADLINES

2012

April 2012 examination: February 23rd
 October 2012 examination: September 6th

CALCULATORS

Please visit the NCEES web site, www.ncees.org, for the most up-to-date information regarding calculators. Only the models on the [NCEES-approved list](#) may be used on the examination. All other models are prohibited in the exam room. The NCEES website also has information regarding examination content.

INTRODUCTION

The Connecticut Department of Consumer Protection has contracted with Professional Credential Services (PCS) for examination scheduling, administration, and score reporting for the engineering and surveyor examinations. Please read the following information carefully before continuing with on-line scheduling. All inquiries regarding examination administration must be directed to the PCS Connecticut Coordinator at 1-877-ENG-EXAM (1-877-364-3926) or via email at cteng@pcshq.com.

REGISTRATION & SCHEDULING INFORMATION:

First-Time Candidates: Applicants who have NEVER APPLIED TO OR RECEIVED APPROVAL FROM the Connecticut Board

1. APPLY WITH THE CT BOARD.

All applicants must be approved by the Connecticut Board. First-time applicants must contact the CT Board for application information and deadlines for applications to be received. Candidates will not be eligible for the examination without first applying to and receiving approval from the Board. All applicants who have already applied to and received approval from the Board may proceed to Step 2.

Candidates who wish to re-schedule for an examination for which they have already been deemed eligible by the Board may proceed directly to Step 2.

2. CREATE AN NCEES ACCOUNT.

All Board-approved applicants must create an account with NCEES at www.ncees.org. If you have not already done so, you may create an account 365 days a year at the NCEES website. If

you have already created an account with NCEES, proceed to step 3.

3. REGISTER WITH NCEES.

After creating an NCEES account and receiving a confirmation email, log back into your NCEES account to register for an exam(s). Registration is only possible during NCEES registration windows; visit www.ncees.org to see if the registration window is open. You will select your exam discipline/module and location during NCEES registration. Your exam discipline/module and location can be changed up until the NCEES registration deadline. No exceptions can be made after the deadline.

4. SCHEDULE AND PAY WITH PCS.

Within 2 business days of registering with NCEES, applicants will receive an email from PCS with a link to schedule and pay for an exam. If you do not see the email in your Inbox, please check your Spam or Junk folder before emailing your PCS coordinator for the link; see the Contact Information page for your coordinator's email address. Exams must be scheduled and paid for by the scheduling deadline. If you are unable to schedule and pay for an exam online, you may schedule by telephone (877-364-3926) to pay with Discover, Visa or MasterCard only.

Re-examination Candidates: Applicants who have already received approval from the Connecticut Board for the examination type they are requesting.

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ENGINEERING AND SURVEYING EXAMINATION FEES

Payment must be by Visa or Master Card with the applicants name on the form. If you prefer to submit a certified check or U.S. money order (NO personal checks), please make it payable to *PCS/CT ENG*. The applicant's name is required on the payment document.

ENGINEER EXAMINATION FEES:

Fundamentals of Engineering	\$140
Principles & Practice of Engineering	\$250
PE-New 16 Hour Structure	
Vertical (Friday Only)	\$495
Lateral (Saturday Only)	\$495

SURVEYOR EXAMINATION FEES:

Fundamentals of Surveying	\$185
Principles & Practice of Surveying	\$250
CT 2-hr State Surveyor	\$115

EXAMINATION SCHEDULE

Friday

Principles & Practice of Engineering (PE)

7:40 a.m. – 5:45 p.m. (with 1.5 hour break from 12:00 p.m. – 1:30 p.m.)
(8-hour open-book examination)

Principles & Practice of Engineering- 8 hour Vertical
examination (part of the 16 hour Structural examination)

Principles & Practice of Surveying (PS)

7:40 a.m. – 3:45 p.m. (with 1.5 hour break from 12:00 p.m. – 1:30 p.m.)
(6-hour open-book examination)

State Jurisprudence Examination (JP)

3:45 p.m. – 5:45 p.m.
(2-hour open-book examination)

CONTACT INFORMATION:

Board of Engineering /Dept. of Consumer Protect
165 Capitol Avenue
Hartford, CT 06106
860.713.6145
www.ct.gov/dcp

EXAMINATION SCHEDULE

Friday

Principles & Practice of Engineering (PE)
7:40 a.m. – 5:45 p.m. (with 1.5 hour break from 12:00 p.m. – 1:30 p.m.)
(8-hour open-book examination)

Principles & Practice of Engineering- 8 hour Vertical
examination (part of the 16 hour Structural examination)

Principles & Practice of Surveying (PS)
7:40 a.m. – 3:45 p.m. (with 1.5 hour break from 12:00 p.m. – 1:30 p.m.)
(6-hour open-book examination)

State Jurisprudence Examination (JP)
3:45 p.m. – 5:45 p.m.
(2-hour open-book examination)

Saturday

Principles & Practice of Engineering- 8 hour Lateral
examination (part of the 16 hour Structural examination)

Fundamentals of Engineering (FE)
7:40 a.m. – 5:45 p.m. (with 1.5 hour break from 12:00 p.m. – 1:30 p.m.)
(8-hour closed book examination)

Fundamentals of Surveying (FS)
7:40 a.m. – 5:45 p.m. (with 1.5 hour break from 12:00 p.m. – 1:30 p.m.)
(8-hour closed book examination)

WITHDRAWALS

Candidates who wish to cancel their examination must notify PCS, **no later than the scheduling deadline**. This request may be via email at cteng@pcshq.com or fax at 615-880-4282. Any requests after this time are denied unless it is under extenuating circumstances (hospitalization, death in the family, military orders, etc.) Candidates who have scheduled and paid with PCS but are not approved by the Connecticut Board will automatically be withdrawn. The refunds given to candidates will be less a processing fee of \$50.00 and will not be processed until 30 to 45 days after the examination.

SPECIAL ACCOMMODATIONS

ALL REQUESTS AND DOCUMENTATION ARE DUE BY THE SCHEDULING DEADLINE.

In accordance with the provisions of the Americans with Disabilities Act (ADA), examination administration modifications are available for candidates who qualify. Also, candidates who are members of religious faiths that cannot take the examination on the designated date are permitted to take the examination on the Monday, following the national examination date. Please go to the NCEES website (www.ncees.org) to read complete information regarding procedures for special accommodations (SPACC).

FUNDAMENTALS OF ENGINEERING

CHM	Chemical
CSS	Civil
ELE	Electrical
ENV	Environmental
IND	Industrial
MEC	Mechanical
Other Disciplines	

PE DISCIPLINES AVAILABLE FOR SPRING AND FALL

CHM	Chemical Engineering
CSS	Civil: Construction Civil: Geotechnical Civil: Structural Civil: Transportation Civil: Water Resources/Environmental
ELE	Electrical and Computer Examination Electrical and Electronics Examination Electrical and Power Examination
MEC	Mechanical: HVAC/Refrigeration Mechanical: Systems/Materials Mechanical: Thermal/Fluids Systems
ENV	Environmental Engineering
STR	New 16 hour vertical and lateral examinations

PE DISCIPLINE AVAILABLE FOR FALL ADMINISTRATION ONLY

A/A	Aeronautical/Aerospace
AGR	Agricultural
CON	Control Systems
FPR	Fire Protection
IND	Industrial Engineering
MET	Metallurgical
M/M	Mining/Mineral Processing
NUC	Nuclear
PET	Petroleum

PE DISCIPLINES AVAILABLE FOR SPRING ADMINISTRATION ONLY

ARC	Architectural Engineering
NAM	Naval Architecture/Marine Engineering

NOTIFICATION OF EXAMINATION ADMISSION & REFUNDS

Approximately two weeks prior to the examination, NCEES will email admission materials to eligible candidates with the date, time, and location of the examination. Candidates who are deemed ineligible for the examination will receive a refund less a \$50.00 processing fee approximately 45 days after the examination.

MECHANICAL PENCILS

All examinees must use the mechanical pencils provided by NCEES at the examination site.

NCEES

Candidates are encouraged to visit the National Council of Examiners for Engineering and Surveying web site (www.ncees.org) for information regarding the examination content, scoring system, and the latest regarding the calculator policy, and any future changes. FE candidates may request a copy of the Reference Handbook or download the materials from the NCEES web site.

NAME OR ADDRESS CHANGES

Prior to the release of results, any name or address change must be submitted via Fax (615-880-4282), or via E-Mail CTENG@pcshq.com to PCS.

RESULTS

The candidate will be notified via email when their results are ready to be viewed. The results will be available via the candidate's NCEES account at www.ncees.org. State Specific examination results will be mailed US Postal Service.

If you were not successful at the examination(s) taken, your results will include information on how to re-apply. A score verification form is also available on-line at www.pcshq.com if you wish to have your scores verified by hand.

CONTACT INFORMATION

Regular mailing address:

PCS Attn: CT Eng/LS
PO Box 198728
Nashville, TN 37219

Courier mailing address:

PCS Attn: CT Eng/LS
150 Fourth Avenue North, Suite 800
Nashville, TN 37219

Toll-free: 877-ENG-EXAM (877-364-3926)

Fax: 615-880-4282

Email: cteng@pcshq.com