



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

FOR OFFICE USE ONLY
Date Received
AMOUNT PAID INITIALS

BOARD APPLICATION FOR ENGINEERING-IN-TRAINING (EIT) CERTIFICATION FORM

This form is to be used by a first-time applicant who has PASSED the Fundamentals of Engineering (FE) examination and is pursuing an Engineering-in-Training (EIT) certificate in Pennsylvania.

ALL application information is mandatory. DO NOT alter any of the information printed on this application. Application must be typed OR printed in black ink

- 1. NCEES ID NUMBER (7 DIGIT #)
2. SOCIAL SECURITY NUMBER
3. DATE OF BIRTH
4. LEGAL NAME: (This must be identical to the name on your government-issued ID that you will take to the exam.)

**If any application documents will be sent in a prior name you MUST submit one of the following: a copy of your marriage certificate, a copy of a divorce decree that indicates the retaking of your maiden name or other legal court document supporting a legal name change

Title (check one) Mr. Mrs. Ms. Miss

FIRST MIDDLE LAST
MAIDEN/PREVIOUS SUFFIX

5. CONTACT INFORMATION (mailing address):

Address lines

CITY STATE ZIP CODE + 4 FOREIGN POSTAL CODE

EMAIL (Do NOT provide unless you agree to be contacted by PCS and/or the Board by E-Mail)

Email address line

Daytime Telephone Number Evening Telephone Number Fax Number

APPLICATION AND CERTIFICATION FEE: \$110. Payment must be by certified check or money order made payable to Professional Credential Services (PCS). The Application and Certification fee is NOT REFUNDABLE.

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QUALIFICATIONS: You must have graduated with a BS Degree from an ABET Accredited program. Complete the table below and have your College or University mail a Final Official Transcript documenting the conferral of your degree DIRECTLY to PCS. Transcripts will not be accepted if sent by the student, even if it is in a sealed envelope. These transcripts are marked "Issued to Student" and will therefore not be accepted. Electronic copies are also NOT acceptable.

EDUCATION INFORMATION:

DEGREE	UNIVERSITY/COLLEGE NAME	CAMPUS ADDRESS (CITY, STATE)	MAJOR	CONFERRAL DATE
BS				

6. QUESTIONS: The following questions must be answered.

If any of the answers are "YES" you must attach an 8 1/2" x 11" sheet of paper bearing your signature that provides the Board with a full explanation of the matter. You must also submit **certified** copies of any and all court documents pertaining to any legal matter, (documents shall include all charging documents, final disposition, sentencing requirements and proof of completion of any sentence imposed). Certified Documents **cannot be accepted electronically** (fax or E-mail). Additionally, you should note that any "Yes" response will require Board review to determine if you qualify for EIT certification; however, answering "Yes" to any of the following questions will not result in the automatic denial of your application.

- 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; however, it is your responsibility to ensure you have received proof from the court that the matter has been expunged?
 Yes **No**

- B. Are there any felony or misdemeanor charges (other than for minor traffic offenses) now pending against you in Pennsylvania or any other state? **Yes** **No**

- C. Have you ever been disciplined (e.g., revocation, suspension, fine, reprimand) by an occupational licensing or certification board or commission in Pennsylvania or any other state? **Yes** **No**

- D. Have you ever withdrawn an application for a license, had an application for licensure denied or refused, or have you ever agreed not to reapply for a license, certification or registration in any state or jurisdiction?
 Yes **No**

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7. 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 geologists:

- a. 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.
- b. To attempt to injure falsely or maliciously, directly or indirectly, the professional reputation, prospects or business of anyone.
- c. To attempt to supplant another engineer, land surveyor, or geologist after definite steps have been taken toward his employment.
- d. To compete with another engineer, land surveyor or geologist for employment by the use of unethical practices.
- e. 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.
- f. 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.
- g. To advertise in self-laudatory language, or in any other manner, derogatory to the dignity of the profession.
- h. To attempt to practice in any field of engineering, land surveying or geology in which the registrant is not proficient.
- i. To use or permit the use of his professional seal on work over which he was not in responsible charge.
- j. To aid or abet any person in the practice of engineering, land surveying or geology not in accordance with the provision of this act or prior laws.

Signature: _____

Date: ____/____/____

8. **AFFIDAVIT:** Applicant must *read the following paragraph* and sign below, attesting to the following:

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 verify that this form and its attachments are in the original format as supplied Professional Credential Services and has not been altered or otherwise modified in any way.

I understand that any false statement made is subject to the penalties of 18 Pa. C.S. Section 4904 relating to unsworn falsification to authorities and may result in the suspension or revocation of my license or certificate. I



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understand that it is my responsibility to provide all of the required information and documentation to PCS. Failure to do so will make me ineligible for EIT certification.

I understand that fees are subject to change. I understand that the money that I have paid for EIT certification is non-refundable.

I further understand that submission of this form acknowledges that I understand and agree to all provisions contained in this form.

Signature: _____ Date: ____/____/____

9. SOCIAL SECURITY ACT CERTIFICATION (SIGNATURE MANDATORY):

In order to comply with federal law, the State Board of is obligated to inform each applicant or licensee from whom it requests a social security number that disclosing such number is mandatory in order for this 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), the licensing boards must provide to DPW information prescribed by DPW about the licensee, including the social security number.

Signature: _____ Date: ____/____/____

Application form, Official Final Transcripts and/or supporting application documents are not accepted electronically (i.e. via Fax or E-mail).

Mail completed application form, fee, and all supporting application documents to:

Regular Mail:

Professional Credential Services/PA ENG
P.O. Box 198728
Nashville TN 37219
Toll-free (877) ENG-EXAM

Currier Address

(Delivery Confirmation, FED EX, UPS, Return Receipt, signature required etc...)

Professional Credential Services /PA ENG
150 Fourth Avenue
North Suite 800
Nashville TN 37219

Credit Card Authorization

If paying by credit card, the following information must be supplied:

<input type="checkbox"/> Visa <input type="checkbox"/> MC	Card #:	
Amount:	Expiration Date:	3 Digit Sec. Code:
Print name appearing on card:		
Address:		
Email address:		
Authorized Signature:		