

Alabama State Board of Licensure for  
Professional Engineers and Land Surveyors  
PO Box 304451  
Montgomery, Alabama 36130-4451  
(334) 242-5568 Toll Free: (866) 461-7640  
www.bels.alabama.gov



Board Use Only		
<input type="text"/>	<input type="text"/>	
Receipt Number	Master File Number	
<input type="text"/>	<input type="text"/>	<input type="text"/>
Date Renewed	Amount	Status

License Type (Professional Engineer or Professional Land Surveyor)	License No.
<input type="text"/>	<input type="text"/>

Name & Preferred Mailing Address

Company Name

In order to renew your license, you must complete Parts I, II, III & IV of this form and return it with the appropriate fee. The form with your **original** signature should be postmarked **no later** than December 31, 2013. Failure to complete Parts I, II, III & IV will result in the form being returned to you.

**If you do not renew your license by December 31, 2013 it will lapse and you cannot practice or offer to practice as a Professional Engineer or Professional Land Surveyor in Alabama.**

**Change of Preferred Mailing Address**  
indicate if ( ) home or ( ) business

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**Indicate Change of Company Name (limit to 25 spaces)**

\_\_\_\_\_

Fee Schedule	Status	If Paid	Amount
	Active, Inactive	Before 12/31/13	\$45
Active, Inactive	After 12/31/13	\$295	
Retired under 65	Before 12/31/13	\$45	
*Retired under 65	After 12/31/13	\$105	
Retired over 65	Before 12/31/13	\$10	
*Retired over 65	After 12/31/13	\$70	

Make Checks Payable to: **PE & LS Fund**

\*Must have been in retired status in 2013. If not, the reinstatement fee is **\$295** for retired under 65 and **\$260** for retired over 65

**Part I - Must check the appropriate box.**

1  I have met the continuing professional competency requirement by completing 15 hours of professional development.  
(Complete form on reverse side) or

2  I am exempt from the continuing professional competency requirement for this renewal for the below reason:

Retired Status       Inactive Status       Newly Licensed in FY 2013

\*\*Resided outside of the U.S. 120 days consecutively       \*\*Noncareer military serving on active duty       \*\*Medical

**\*\*Requires documentation to be sent with the renewal**

**Part II - Must answer questions.** A "Yes" response requires documentation relative to the action be forwarded to the Board office with renewal.

Yes No

Have you been convicted of a felony or misdemeanor or entered a nolo contendere plea to any crime under the laws of the United States **since your last renewal?**

Yes No

Have you been subject to disciplinary action by this or any other licensing board **since your last renewal?**

**Part III - Citizenship Declaration. Must Check Appropriate Box. \***

I am a United States citizen.

I am not a United States citizen. (I have a Permanent Resident Card)

I am not a United States citizen. (I have a Temporary Status Document) (You must submit current Temporary Status Document)

**Part IV - Certification and Payment. I hereby enclose payment for the renewal fee and certify:** I have met all requirements for licensure renewal set forth by the Code of Alabama, 1975, § 34-11-8 and the Board's Administrative Code. I understand I may be audited by the Board and if audited I will be required to submit documentation supporting my eligibility for license renewal. I agree to abide by the Code of Ethics contained in Chapter 330-X-14 of the Administrative Code and certify the information contained herein is true and correct.

Signature \_\_\_\_\_ Date \_\_\_\_\_

E-Mail Address \_\_\_\_\_ Daytime Phone No (\_\_\_\_\_) \_\_\_\_\_

\*Code of Alabama 31-13-7 requires all individuals applying for licensure or renewal of licensure to provide a signed declaration identifying their United States citizenship or alien status. By signing this application you have provided that declaration.

**Detailed Listing of Activities - Professional Development Hours (PDH) earned (Must be completed in order to renew license) If necessary attach a continuation sheet in the format shown below.**

Dates of Activity Month/Day/Year	(A) Sponsoring Organization's Name (B) Location (City & State)	(A) Title/Description (B) Instructor's/Speaker's Name	Activity Indicate A, B, Etc (See Chart Below)	PDH
	(A)			
	(B)			
	(A)			
	(B)			
	(A)			
	(B)			
	(A)			
	(B)			
	(A)			
	(B)			
	(A)			
	(B)			
	(A)			
	(B)			
	(A)			
	(B)			
	(A)			
	(B)			

Activities - Type and Description	PDH Units
A.1 Successfully completing college or university sponsored courses	1 Semester hr = 45 PDH 1 Qtr hr = 30 PDH
A.2 Successfully auditing qualifying college or university sponsored courses	1 Sem hr = 15 PDH 1 Qtr hr = 10 PDH
B. Successfully completing qualifying courses which are awarded Continuing Educational Units (CEU)	10 PDH for each CEU
C. Successfully completing tutorials, short courses, correspondence courses, televised courses, internet courses or video-taped courses	1 PDH for each contact hour
D. Attending seminars, in-house programs, workshops, or professional or technical presentations made at meetings, conventions or conferences	1 PDH for each contact hour
E. Teaching, presenting, or instructing as described in (a) through (d)	2 PDH earned in teaching or instructing in activities A- D
F. Authoring published papers articles, books, or accepted licensing exam items	Cannot be claimed until published. Cannot exceed 10 PDH
G. Receiving a United States patent	Cannot be claimed until awarded. Cannot exceed 10 PDH
H. Actively participating in professional or technical societies as defined in 330-X-13-.02(8)(f)	2 PDH per organization. Cannot exceed 6 PDH

Totals
a. Total PDH claimed since last renewal period
b. PDH's carried forward from last renewal period
c. Total available for credit this year (Line a + Line b) Must have a minimum of 15 PDH
d. Total to be carried forward to next year (Line c minus 15) - <b>Cannot exceed 15 PDH</b>

**PROFESSIONAL LAND SURVEYORS**  
 Must take an Alabama Standards of Practice course within 2 years of initial licensure and every four years thereafter.  
 Year Alabama Standards of Practice Course must be taken \_\_\_\_\_

**NOTE:**  
 This information must be provided in order to process your 2014 renewal. All activities must be relevant to the practice of engineering or land surveying and may include technical, ethical or managerial content. **Do not send documentation of the activities.**

License No. \_\_\_\_\_