

# REQUEST FOR FLS, PLS AND ALLS EXAM

Alabama State Board of Licensure for  
Professional Engineers and Land Surveyors  
PO Box 304451  
Montgomery, AL 36130-4451 **(Mailing Address)**  
www.bels.alabama.gov (overnight address on website)

## Board Use Only

Rec'd: \_\_\_\_\_

Receipt No. \_\_\_\_\_

### **This form is for Approved Applicants Only**

The exam fee made payable to PE & LS Fund must be received by:

**Jan. 15 for the April exam or July 1 for the October exam**

**Exam fee is non-refundable and non-transferable**

**New Applicants who have not been approved by the Board: We will let you know when to send in the exam request form and exam fee - it will be after a board meeting and after the deadline**

I wish to be notified of the below exam given on \_\_\_\_\_ (dates on website)

\_\_\_\_\_ Exam I - Fundamentals of Land Surveying - FLS (\$115 exam fee)

\_\_\_\_\_ Exam II - Principles and Practice of Land Surveying - PLS (\$250 exam fee)

\_\_\_\_\_ Exam III - Alabama History and Law - ALLS (\$100 exam fee)

(Exams II and III cannot be taken until Exam I has been passed)

### **Print name and current mailing address:**

Name \_\_\_\_\_ Date: \_\_\_\_\_

Street \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ ZIP \_\_\_\_\_

Daytime Telephone Number \_\_\_\_\_

Current Company Name \_\_\_\_\_

Email Address \_\_\_\_\_

### **IMPORTANT: The exam registration process has changed**

There are 2 steps in the exam registration process. **Step 1** - To start the exam registration process, you must send this exam request form and exam fee to the Board Office by the deadline listed above. **Step 2** - After your exam fee has been received and processed, you will receive an email confirmation that the fee has been received and the instructions for continuing the exam registration process with ELSESES, an affiliate of the National Council of Examiners for Engineering and Surveying (NCEES). No additional fee will be required. You will reserve your seat, select your exam discipline and location when you register with ELSESES.

If you do not provide an email address, the notification with the instructions will be mailed to you.

**If you do not complete the final step of the registration process with ELSESES, you will not be able to sit for the exam even though you have paid the exam fee.**

If you do not wish to be notified of this exam, you may use this form for later exams. It is your responsibility to contact this office regarding future exams.

If you fail to pass this exam, you will be required to file a re-exam request form and pay the re-exam fee in order to be notified of future exams.

Rule 330-X-8-.07 of the Administrative Code provides that an application will be closed after four attempts or five years, whichever occurs first. For further consideration after closing, a new application must be filed.

After the exam fee has been paid and the exams have been ordered, you may not be excused from the scheduled exam.

A financial obligation for the exam is incurred by the Board on your behalf, therefore, any unexcused absence from the scheduled exam will result in commitment of the exam fee which you have paid.

### **RE-EXAM**

If you fail to appear for the exam, it is your responsibility to contact the Board office in writing regarding the next exam you wish to take.

If you fail to pass the exam, a re-exam form will be mailed with your results and you may apply for the next scheduled exam and pay the required exam fee as set by the Board.

If you fail to take and pass the exam within five years or four attempts, whichever occurs first, your application will be closed and you will be required to file a new application and meet the current requirements of the law.

### **IMPORTANT**

NCEES/ELSES is now administering all exams for the Alabama Board. If you have questions concerning a specific testing location, information that can be brought to the exam, or questions concerning your admission notice, contact NCEES/ELSES at (877) 536-7729, [www.els-examreg.org](http://www.els-examreg.org) or [www.ncees.org](http://www.ncees.org).

### **EXAM DATES**

**These dates are National exam dates and can not be changed**

#### **PE, PLS & ALLS**

April 24, 2009  
October 23, 2009  
April 16, 2010  
October 29, 2010  
April 8, 2011  
October 28, 2011  
April 13, 2012  
October 26, 2012  
April 12, 2013  
October 25, 2013

#### **FE & FLS**

April 25, 2009  
October 24, 2009  
April 17, 2010  
October 30, 2010  
April 9, 2011  
October 29, 2011  
April 14, 2012  
October 27, 2012  
April 13, 2013  
October 26, 2013