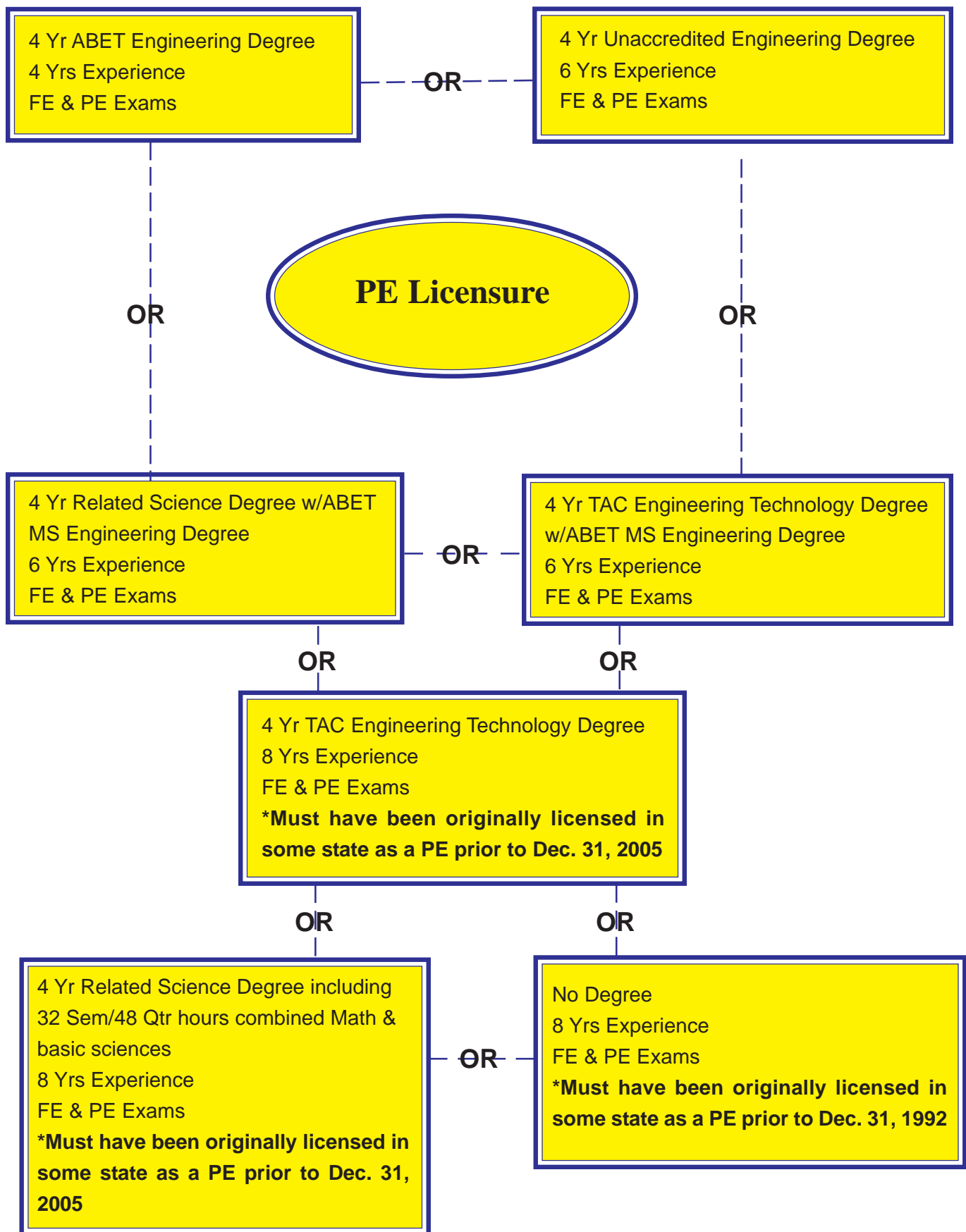


7 Paths to PE Licensure

Effective August 1, 2009



PE Requirements for Licensure

If you submit an application without prior submittal and approval of a pre-application form and you do not meet the licensing requirements of this State, your application will not be returned and your fees are non-refundable.

Education and Experience Requirements

[See Chart on Previous Page](#)

To qualify as a related science graduate, a minimum of 32 semester hours or 48 quarter hours of an appropriate combination of mathematics and basic science courses are required. If you are filing as a related science graduate, it will be necessary that you submit a Request for Board Evaluation Related Science form along with your application.

NOTE: Exam Applicants - If you only have an engineering technology or related science BS degree, we CANNOT accept an application for PE exam. You must have an ABET MS in engineering in addition to your BS degree.

Experience Verification

All experience must be verified by PE Supervisors or Associates who were licensed prior to the time being verified. If no PE supervisors or associates were inside or outside the company that you worked with that has personal knowledge of your experience, if there was a graduate engineer in the company, that individual can file an experience verification form and background information form for the board's review. If the board determines they are substantially equivalent to a PE at the time you worked with them, you will get credit for the experience. If not, no credit will be given.

The Board's policy on experience prior to graduation is that you must have been in a formal co-op program through the school or it took you 6 years or longer to receive your degree and you were working gaining engineering experience under a PE. The maximum credit the Board will consider is 6 months. Experience must be verified by a PE in order for the Board to review.

You will receive one years credit for a MS or PhD in engineering in a program whose undergraduate or graduate degree is accredited by ABET or 2 years for a MS and PhD in engineering. If you were working and going to school at the same time, you cannot receive credit for your degree and the experience. You will receive credit for one but not both.

Agenda and Filing Deadlines

In order to provide sufficient time for receiving, processing and presenting an application to the Board for review, certain deadlines must be met. It is the responsibility of the applicant to assure that the required information is received prior to the deadlines. This office cannot be responsible for the delays in the receipt of applications, in any information pertaining to the application caused by the mail service, or by your respondents. **We are having difficulties receiving the mail from the Post Office and the State Mail Room in a timely manner.**

The Board meets approximately every two months. The Board Meeting dates and filing

deadlines are tentatively set and subject to change.

Applications are added to the agenda for Board review as the processing is completed; i.e. all references, experience verification forms, transcripts and verifications of the Fundamentals of Engineering and/or Principles and Practice examinations in another jurisdiction have been received. The agenda is closed on the agenda deadline and applications received and completed after that date are added to the next Board Meeting agenda.

There are two ways to apply for PE licensure in Alabama, by exam or by comity.

PE Exam

To apply for the PE exam for the 1st time, you must complete and submit the following items:

- pre-application (submit for approval prior to downloading application forms)
- application
- transcripts directly from the college/university to the Board office (only if you are not certified as an engineer intern in Alabama or you have received an additional engineering degree since certification)
- verification of FE exam (only if taken in another jurisdiction)
- experience verification (you will need 1 for each engagement)
- references (you will need 5)
- transcript evaluation (if BS degree is from foreign university) or Board evaluation of transcript form (if BS degree is related science)
- application fee

To re-apply for the PE exam if you have taken the exam 4 times or 5 years has passed since your initial application, you must complete and submit the following items: (you must have the Board's approval before sitting for the exam)

- application - **only** complete questions 1-15, 17 (list all experience since previous application), 20 and 23
- fee
- No additional verification is required

PE by Comity

To apply for PE licensure by comity without a NCEES Record, you must complete and submit the following items:

- pre-application (submit for approval prior to downloading application forms)
- application
- transcripts directly from the college/university to the Board office

- verification of FE & PE exams and current licensure
- experience verification (you will need 1 for each engagement)
- references (you will need 5)
- transcript evaluation (if BS degree is from foreign university) or Board evaluation of transcript form (if BS degree is related science)
- fee

To apply for PE licensure by comity with a NCEES Record, you must complete and submit the following items:

- pre-application (submit for approval prior to downloading application forms)
- application – **only** complete questions 1-15, 20 and 23
- NCEES Record (contact NCEES and have them send your record to the board office)
- transcript evaluation (if BS degree is from foreign university) or Board evaluation of transcript form (if BS degree is related science)
- fee

Comity Applicants Only:

If you are applying for licensure by comity and you need to seal documents prior to Board review of your application for permanent licensure at the next scheduled board meeting, an interim permit to practice as a professional engineer is granted to a person who is legally qualified to practice engineering in another jurisdiction, who meets Alabama's professional engineering licensure requirements, who has never had a license revoked or invalidated and who has never been convicted of a felony and there are no anomalies on your application. A lapsed license is not considered invalidated. Alabama Law provides for the issuance of an interim permit and not a temporary (one time job) permit.

In order for an Interim Permit to be issued, all information pertaining to your application must be received in the Board Office prior to the Interim Permit being issued.

Interim Permits are issued upon the following conditions:

- Application for licensure has been filed
- Application and licensure fee has been filed
- Applicant meets the educational, experience and exam requirements of the Alabama Law
- Applicant has passed both the FE and PE Exams in another State and is currently licensed
- Applicant has never had a license revoked, invalidated or been convicted of a felony

- All information for pertaining to your application (i.e. all references, experience verification forms, transcripts and verifications of the Fundamentals of Engineering and Principles and Practice examinations in another jurisdiction or an NCEES Record) have been received and your application is ready for Board review without any anomalies.

Interim Permits are normally issued within 2 weeks of the application being completed. Once issued, the Interim Permit is effective until the Board reviews your application at a scheduled Board Meeting and permanent licensure will be granted or deferred pending additional information.