

KANSAS STATE BOARD OF TECHNICAL PROFESSIONS

900 SW Jackson Street, Suite 507, Topeka, KS 66612 (785) 296-3053 | www.ksbtp.ks.gov

INSTRUCTIONS FOR **PROFESSIONAL ENGINEER EXAMINATION**

INSTRUCTIONS: Applicants should read all statutes, rules and regulations for specific details regarding requirements. All statutes, rules & regulations are available on our website.

- The application is to determine your eligibility to take the Professional Engineering Exam. **DO NOT** register with NCEES until you receive your approval letter from the KSBTP.
- Exam results are reported to the preferred mailing address provided and are reported as pass/fail.
- ♦ Review FAOs (Frequently Asked Ouestions) from the Engineers page on the KSBTP website.

A COMPLETE APPLICATION WILL INCLUDE THE FOLLOWING:

- 1. **COMPLETED APPLICATION FORM** Print completed form, sign and date, then send all information to KSBTP. Pending applications are kept on file for one year. Applications for a computer based exam are considered at all times.
- 2. TRANSCRIPTS Applicants must be a graduate of a baccalaureate engineering program accredited by the Engineering Accreditation Commission of ABET (EAC/ABET), or equivalent as determined by the Board. Technology degrees are not accepted by the Board. Official transcripts are required for all educational credit claimed. Send an "official," sealed transcript or have the school send a transcript directly to KSBTP. Do not send photocopies or unsealed transcripts. Foreign baccalaureate engineering degrees must be evaluated by NCEES. (See Special Instructions listed below.)
- 3. **VERIFICATION OF EXAM** If you passed the FE Exam in a state other than Kansas, you must request verification of the exam be sent to the Kansas Board using the NCEES electronic verification process. Visit https://account.ncees.org/login. Once the process has been completed and the Kansas Board has been sent your verification, you will receive an email notice. If the State Board you are requesting verification from is not listed on the NCEES form, contact them for specific instructions.

SPECIAL INSTRUCTIONS FOR APPLICANTS WITH FOREIGN BACCALAUREATE ENGINEERING DEGREES

Any applicant with a baccalaureate engineering degree from outside the United States must have that degree evaluated by NCEES before educational credit may be considered by the Board. Please contact NCEES directly to obtain an evaluation. All questions regarding the evaluation should be directed to NCEES.

NCEES CREDENTIALS EVALUATIONS www.ncees.org *Request the report be sent to KSBTP*

- The Board will make the final determination of the education requirement per K.A.R. 66-9-4.
- Send degree materials as soon as possible as a thorough evaluation of educational credentials may take several months.

Application is not complete until the application and supporting documentation have been received by the board office. Only complete applications will be submitted to the Board for evaluation. Applicant will be notified in writing of Board action.



KANSAS STATE BOARD OF TECHNICAL PROFESSIONS

900 SW Jackson Street, Suite 507, Topeka, KS 66612 (785) 296-3053 | www.ksbtp.ks.gov

APPLICATION FOR **PROFESSIONAL ENGINEER EXAMINATION**

1.GENERAL INF	ORMATION:								
Name:	(First/Middle/Last) Maiden Nar								
	•	•							
Social Security #:							Preferred Mailing	•	
Home Address:	(Stree	Address)		(Citv)		(State) (Zip)	_	
Cell:	Work	,	Email				• • •		
Business Name:		Rus	siness /	Address					
Business Name:		Bus	JIIIC55 1		(Stre	et Address)	(City)	(State)	(Zip)
2. CITIZENSHIE			Ye		No	AND	C 1:	٠,	
If NO , please attach a	a recent photograp	oh or other doc	ument	ation that ic	lentifies	you AND	a copy of your alie	n registra	atıon.
3. EDUCATION	: Official Trans	cripts are:	Er	nclosed	Scho	ol will sen	d Degree Ev	al Subm	itted
*We will NOT accept	_ '	•					C		
1	1	,		1 1		1			
Name & Location of Institution		Dates Atten	Dates Attended		Date Graduated		Degree Received (i.e. BS Civil Engine		
4. EXAM HISTO							A.R. 66-8-6, "any ap	oplicant t	for a li-
censewho fails an	examination on t	he first attemp	t may t	take the exa	minatio	n two addi	tional times"		
Type of Certificate or Exam	Original State	Date of Exam		NCEES Exam (Yes/No)		S or FAIL	License or Certificate Number	Date Lie Issued	cense
Fundamentals of Engineering Exam									
Other Professional Engineering Exam									
5. SIGNATURE:	1						1		
Have you ever been con Yes	nvicted of a felony, No	or had any disci		or administr lony	rative ac	tion taken aş Disciplii		another ji lmin Acti	
If YES, please attach a	letter of explanatio	n & supporting	docume	entation.					
I HEREBY CERT	IFY THAT AL	L STATEM	ENTS	S IN THIS	APPL	ICATIO	N ARE TRUE A	ND CO	RRECT.
	<u>~</u> :								
Signature					Date				