

APA-2

ALABAMA STATE BOARD OF LICENSURE FOR  
PROFESSIONAL ENGINEERS AND LAND SURVEYORS

**NOTICE OF INTENDED ACTION**

**AGENCY NAME:** Alabama Board for Professional Engineers and Land Surveyors

**RULE NO. & TITLE:** 330-X-3-.01, Form of Application for Certification and Licensure

**INTENDED ACTION:** Add Rule regarding Military Family Jobs Opportunity Act Applicants

**SUBSTANCE OF PROPOSED ACTION:** To establish criteria for approval of applications for licensure as a professional engineer or a professional land surveyor when the applicant is an "eligible individual" under Act 2018-540, as codified at Code of Alabama 1975 § 31-1-6.

**TIME, PLACE, MANNER OF PRESENTING VIEWS:** A public hearing will be held at the Board office located in the RSA Union Building, 100 North Union Street, Suite 382, Montgomery, Alabama beginning at 8 am on November 6, 2019. Interested persons may also present their views via email to [rick.huett@bels.alabama.gov](mailto:rick.huett@bels.alabama.gov), in writing to the Alabama Board of Licensure for Professional Engineers and Land Surveyors, Post Office Box 304451, Montgomery, Alabama 36130-4451; or by telephone at 334-242-5568.

**FINAL DATE FOR COMMENT AND COMPLETION OF NOTICE:**

Written comments concerning these changes must be received by the Alabama Board of Licensure for Professional Engineers and Land Surveyors no later than November 5, 2019.

**CONTACT PERSON AT AGENCY:**

William R. Huett, Executive Director; 334-242-5568; or [rick.huett@bels.alabama.gov](mailto:rick.huett@bels.alabama.gov)

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William R. Huett, Executive Director  
Alabama State Board of Licensure for  
Professional Engineers and Land Surveyors

**ALABAMA BOARD OF LICENSURE FOR  
PROFESSIONAL ENGINEERS AND LAND SURVEYORS**

**330-X-3-.01 Form of Application  
for Certification and Licensure.**

**330-X-3-.01 Form of Application for Certification and Licensure.**

(1) All applications for licensure shall be made on a printed form or in the format provided by the Board and no applications made otherwise will be accepted. Applications must be clearly typewritten or computer printed and all questions must be accurately and thoroughly answered. An application not properly completed, containing all the information required, or accompanied by the required fee will be returned with a statement of the reason for return. As per Section 34-11-5(e), Code of Ala. 1975, application fees will not be refunded.

(2) Applications for licensure as a professional engineer or as a professional land surveyor or for certification as an engineer intern or a land surveyor intern shall contain a declaration made under penalty of perjury.

(3) The signature of the applicant on the application form certifies that all information on the application is true and correct; and the subscription to and the conformance with this Administrative Code of the Board including the Rules of Professional Conduct. Applicants found in violation of the Law, Administrative Code or Rules of Professional Conduct will be subject to disciplinary action.

(4) All applications, application fees, and supporting documents must be received by the below listed deadlines. Applications and any information pertaining to the application received after the deadline will be deferred for review for the next regularly scheduled Board meeting. It is the responsibility of the applicant to assure that all submissions are on file in the Board office prior to the deadlines that follow:

(a) Engineer intern - Board meeting agenda deadline – application, application fee, educational transcripts, experience verification forms (if necessary) and verification of exam.

(b) Land surveyor intern - Board meeting agenda deadline – application, application fee, educational transcripts, experience verification forms (if necessary) and verification of exam.

(c) Professional engineer – Board meeting agenda deadline - application, reference forms, experience verification forms, educational transcripts, verifications of examinations, application and licensure fee.

(d) Professional land surveyor - Board meeting agenda deadline - application, reference forms, experience verification forms, educational transcripts, verifications of examinations and application and licensure fee.

(5) Withholding information, providing statements which are untrue or misrepresenting the facts may be cause for denial of an application or revocation of license. If the infraction is identified after the board has approved the applicant for examination, the board may temporarily suspend its previous approval and examination results will not be released until such time as a hearing can be conducted.

(6) Licensure as a professional engineer or professional land surveyor by comity is granted provided the applicant's qualifications meet the requirements of Chapter 11, Title 34, Code of Ala. 1975, as amended, effective at the time of initial licensure and the applicant is currently licensed as a

professional engineer or professional land surveyor, respectively, and in good standing within another jurisdiction.

(7) Licensure as a professional engineer or professional land surveyor is granted in accordance with the Military Family Jobs Act #2018-540 as codified at Code of Alabama 1975 § 31-1-6, provided the "eligible individual" possesses a valid license or certificate in another, state, district, or territory of the United States, or in any branch of the United States Armed Forces, including the National Guard, with licensing and certification requirements greater than or substantially similar to the licensing requirements of the board, and he shall be approved to work in his or her profession upon relocation to the State of Alabama for such time as normally allotted with receipt of a licensure from the board.

(8) A Temporary Permit as a professional engineer or professional land surveyor is granted in accordance with the Military Family Jobs Act#2018-540 as codified at Code of Alabama 1975 31-1-6, to an "eligible individual" that possesses a license in another state, district, or territory of the United States, or in any branch of the United States Armed Forces, including the National Guard" for a period of 180 days, to allow the eligible individual to meet the specific requirements to obtain a license or certificate in this state that were not required in the original issuing state.

(9) ~~(7)~~ If a current, complete, properly executed NCEES Record is provided the professional engineer or professional land surveyor applicant will be required to complete only the sections of the Alabama application form dealing with general information and licensure in other jurisdictions.

(10) ~~(8)~~ For all applicants, other than those holding an NCEES Record, when there is a degree required, the Board requires an official transcript to be sent directly from each school where the applicant received an engineering, engineering technology, land surveying, land surveying technology or related science degree. The transcript(s) must show degree(s) issued and date of issuance. It is the responsibility of the applicant to see that the transcript is sent directly from the institution to the Board office, and no action will be taken by the Board until such information is received. In the event it is impossible to have a transcript sent directly from the institution to the Board, the Board reserves the authority to evaluate and accept a transcript received from a different source.

(11) ~~(9)~~ If an applicant for examination or comity has been convicted of a felony and has had his or her civil rights revoked, the application cannot be approved for examination, licensure, or certification until the civil rights of the person have been restored and approval of the board has been granted.

(12) ~~(10)~~ A graduate of a foreign institution will be required to have his or her transcript evaluated by an agency specified by the Board and shall be done at the expense of the applicant.

(13) ~~(11)~~ A graduate of a related science degree will be required to have his or her transcript evaluated by an agency specified by the Board and shall be done at the expense of the applicant.

APA-2

ALABAMA STATE BOARD OF LICENSURE FOR  
PROFESSIONAL ENGINEERS AND LAND SURVEYORS

**NOTICE OF INTENDED ACTION**

**AGENCY NAME:** Alabama Board for Professional Engineers and Land Surveyors

**RULE NO. & TITLE:** Appendix A Chapter 330-X-4, Fees

**INTENDED ACTION:** Fee Waiver regarding Military Family Jobs Opportunity Act Applicants

**SUBSTANCE OF PROPOSED ACTION:** To waive the initial licensing fee for licensure as a professional engineer or a professional land surveyor when the applicant is an “eligible individual” under Act 2018-540, as codified at Code of Alabama 1975 § 31-1-6.

**TIME, PLACE, MANNER OF PRESENTING VIEWS:** A public hearing will be held at the Board office located in the RSA Union Building, 100 North Union Street, Suite 382, Montgomery, Alabama beginning at 8 am on November 6, 2019. Interested persons may also present their views via email to [rick.huett@bels.alabama.gov](mailto:rick.huett@bels.alabama.gov), in writing to the Alabama Board of Licensure for Professional Engineers and Land Surveyors, Post Office Box 304451, Montgomery, Alabama 36130-4451; or by telephone at 334-242-5568.

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**ALABAMA BOARD OF LICENSURE FOR  
PROFESSIONAL ENGINEERS AND LAND SURVEYORS**

**CHAPTER 330-X-4-.02  
APPLICATION, CERTIFICATION and LICENSURE FEES**

**330-X-4-.02 Application, Certification and Licensure Fees.**

(1) The application, licensure, reinstatement, and renewal fees for professional engineers, professional land surveyors, engineer interns, and land surveyor interns shall be set by the Board, as provided by Section 34-11-5, Code of Ala. 1975.

(2) The application, reinstatement, and renewal fees for certificates of authorization for a corporation, partnership, or firm shall be set by the Board, as provided by Section 34-11-5, Code of Ala. 1975.

(3) The fees that are set by the board are contained in Appendix A to Chapter 4.

(4) The fee for initial licensure is waived for an "eligible individual" under Act 2018-540, as codified at Code of Alabama 1975 § 31-1-6

AUTHORS: Rick Huett (Executive Director), Bonnie Kelly and Griffin Pritchard  
Statutory Authority: Code of Ala. 1975 Section 34-11-5 & Section 34-11-35  
History: Amended August 26, 2019

**ALABAMA BOARD OF LICENSURE FOR  
PROFESSIONAL ENGINEERS AND LAND SURVEYORS**

**APPENDIX A  
CHAPTER 330-X-4  
FEES**

**Application Fees**

Engineer Intern/Land Surveyor Intern	\$25
Professional Engineer/Professional Land Surveyor	\$50
<u>Act 2018-540 Eligible Individuals</u>	<u>No fee</u>
Certificate of Authorization	\$100

**Licensure Fees**

Professional Engineer/Professional Land Surveyor	\$75
<u>Act 2018-540 Eligible Individuals</u>	<u>No fee</u>

**Renewal Fees**

Professional Engineer/Professional Land Surveyor & <u>Act 2018-540 Eligible Individuals</u>	\$100
Certificate of Authorization	\$100

**Reinstatement Fees for Expired License**

Professional Engineer/Professional Land Surveyor (0-2 years)	\$250 + \$100
CA Reinstatement (0-2 years)	\$250 + 100

**Exam & Re-Exam Fees**

Alabama Land Surveying Standards, History and Law	\$100
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**Other Fees**

Roster	\$15
Copy charges per sheet	\$.25
Certificate replacement	\$25
Bad Check	\$30

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