



**License  
Status Change  
Request**

Board Use Only	
<input style="width: 90%;" type="text"/> Date Received	<input style="width: 90%;" type="text"/> Master File Number
<input style="width: 90%;" type="text"/> Date Changed	<input style="width: 90%;" type="text"/> Status
<input style="width: 90%;" type="text"/>	Receipt Number

Professional Engineer  
Professional Land Surveyor

License #

State of Alabama Board of Licensure for Professional Engineers and Land Surveyors  
PO Box 304451  
Montgomery AL 36130-4451  
Phone: 334-242-5568  
[www.bels.alabama.gov](http://www.bels.alabama.gov)

Name & Preferred Mailing Address

**A \$100 fee** is required to go from Retired Status to Active or Inactive Status.  
**No fee** is required to go from Active to Inactive or Inactive to Active Status.

**Inactive Status:** I request the status of my license be changed to **inactive**. I understand that if I later decide to return to active status, that I must meet the continuing education requirements.

**Active Status:** I request the status of my license be changed to **active**. I have included documentation supporting the required continuing education credits

I certify I have met all requirements for license status change set forth by the Code of Alabama, 1975, 34-11-8 and the Board's Administrative Code, and I agree to abide by the Code of Ethics as contained in Chapter 330-X-14 of the Administrative Code.

I attest that all information contained herein is true and correct.

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

**Email Address** \_\_\_\_\_ **Daytime Phone No.** \_\_\_\_\_

**Page 2 - Active Status - Requires Completion of Professional Development Activity (PDH) Log**

All activities must be relevant to the practice of engineering or land surveying and may include technical, ethical, or managerial content. Please read the instructions before completing. This part may be duplicated if necessary. **You are required to send documentation of these activities and PDH must have been completed after the date of last renewal.**

Activity Dates mm/dd/yy	(A) Sponsoring Organization's Name (B) Location (City & State)	(A) Title/Description & (B) Instructor's/Speaker's Name	Activity (see chart below)	PDH
	(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 minimum of 30 pdh must be reported for <b>Active</b> status.	
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 videotaped 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		
		<b>Total PDH available for credit this year</b> Must have a minimum of 30 PDH	
		If reporting over 30 PDH - Only 15 pdh may be carried forward to the next renewal cycle	
		<b>Total PDH to be carried forward to next renewal cycle.</b> Cannot exceed 15 PDH	