

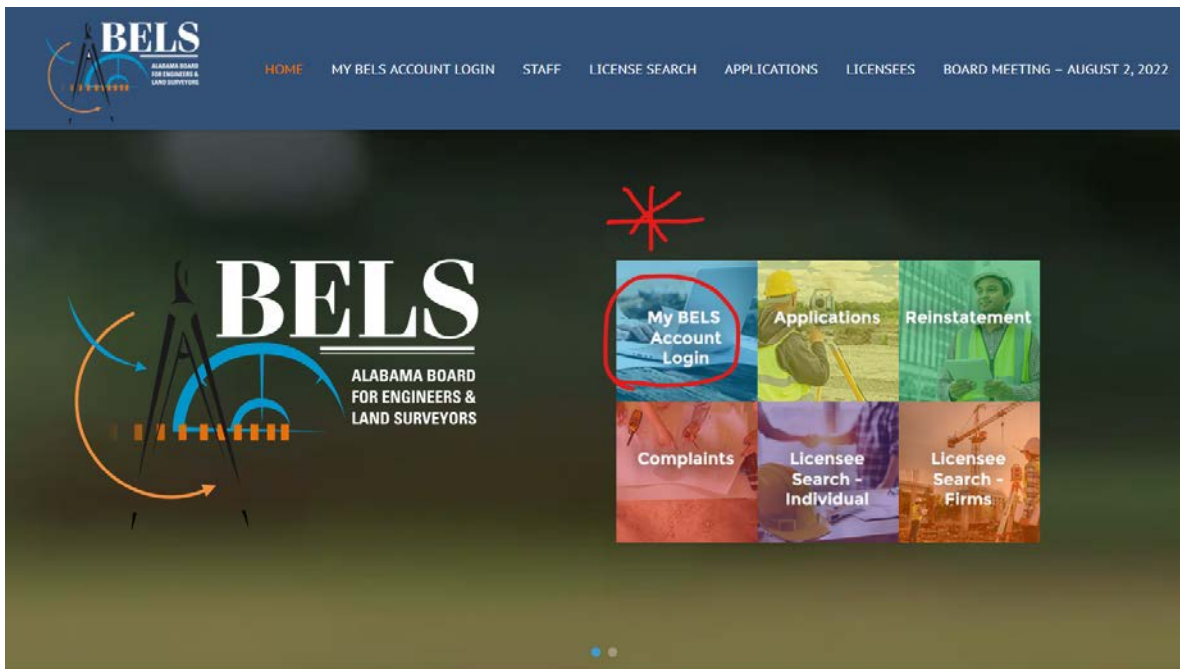
# ALSS Exam Requirements

The ALSS Exam is a computer based exam. It allows for the exam candidate to sit at their computer and be monitored behind the scenes. The exam is a 2 hour **closed book** exam. You must be approved by the Board prior to sitting for the exam. Currently the exam is given year round. Once you submit the exam fee, you will contact the office about an exam date and time. Below is a list of what is needed to take the ALSS Exam:

- Computer with added Webcam or a Laptop with a built in camera (**cell phones will not be acceptable**)
- Broadband Internet access
- Built in speaker and microphone on computer or external speaker and microphone (**no headphones**)
- A quiet room where you will not be interrupted during the test

## Step 1

Login to your My BELS Account



HOW TO



NEWS



CALENDAR



BOARD  
MEETINGS



WEBINARS



FAQS



RESOURCES

## Step 2

Pay the exam fee

Application for Professional Land Surveyor Licensure

[Return to: Applications](#)

Pay for Exam

Requirements

You must demonstrate 6 years (72 months) of Professional Land Surveying experience. YOU ARE REQUIRED TO COMPLETE THE FOLLOWING SECTIONS EVEN IF YOU HAVE AN NCEES RECORD - Proof of Citizenship, Exam Verification, Academic Degree, Licenses, Affidavit Questions and NCEES Record. The sections will be updated when BELS receives and reviews your NCEES record. If supplemental experience is required, you may have to add additional experience to demonstrate that you meet the requirements for licensure. Once the experience has been verified, the progress bar will reflect completion of the requirements.

175 of 72

You must demonstrate that you have completed a BS Related Science Degree

1 of 1

5 References are Required

5 of 5

3 of your 5 references must be licensed and have personal knowledge of your land surveying experience

3 of 3

You have indicated that you possess a current license in another jurisdiction. Please add information about this license in the Current License section below.

3 of 1

Legend

- Units Added
- Remaining
- Completed

ALSS Exam

	Exam Date	Exam Eligibility End Date	
Required			
ALSS Exam		2/10/2023	<a href="#">Pay for ALSS Exam</a>

### ALSS Exam: Pay for ALSS Exam

ALSS Exam Fee\*: **Title:** ALSS Exam Fee  
**Amount:** \$ 100.00

[Pay Fees](#)

[Finish Later](#)

[Cancel](#)

[Continue](#)

## Step 3

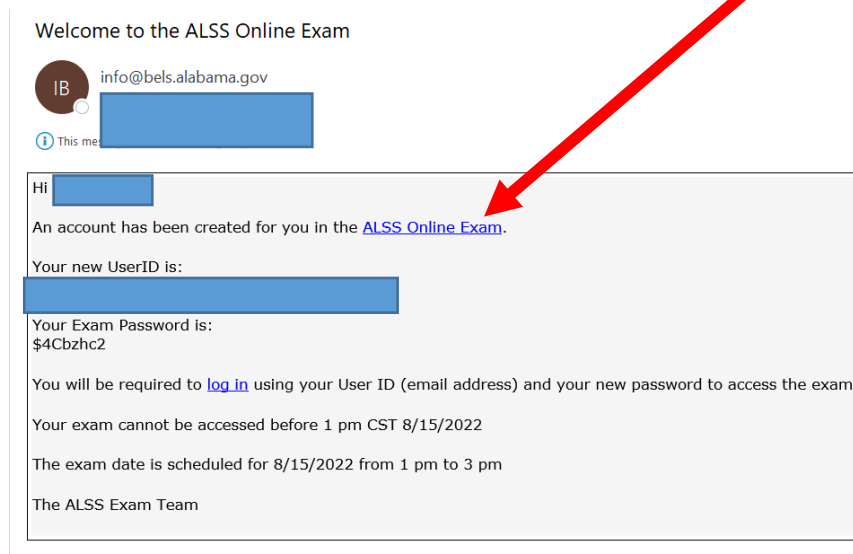
Email [bonnie.kelly@bels.alabama.gov](mailto:bonnie.kelly@bels.alabama.gov) to set up an exam date and time. Pick Monday – Friday and 8:00, 9:00, 10:00, 11:00, 12:00, 1:00, 2:00 or 3:00 CST.

## Step 4

You will be sent an email with the link to the BELS website for the exam. The link that will not be active until the exam date and time.

In the same email will also be the UserID and Password. You will click the ALSS Online Exam link to login.

You should receive an email that looks like this. **Before you hit the ALSS Online Exam link, it's best to copy and paste the password instead of typing it.**



## Step 5

Enter Login and Password from the email. **(It's best to copy and paste the password from the email)**



User ID:

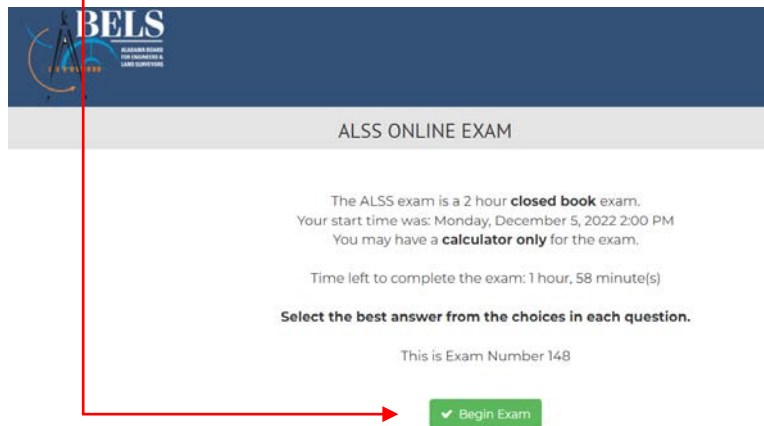
Password:

[Forgot password?](#)

## Step 6

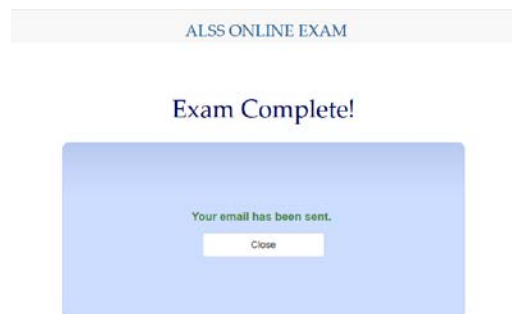
The exam is a closed book exam. You have 2 hours to take the exam. Select the best answer of the choices. There is no previous or back button to go back to questions. The system will not allow you to skip an answer.

Hit Begin Exam. You should see the exam questions.



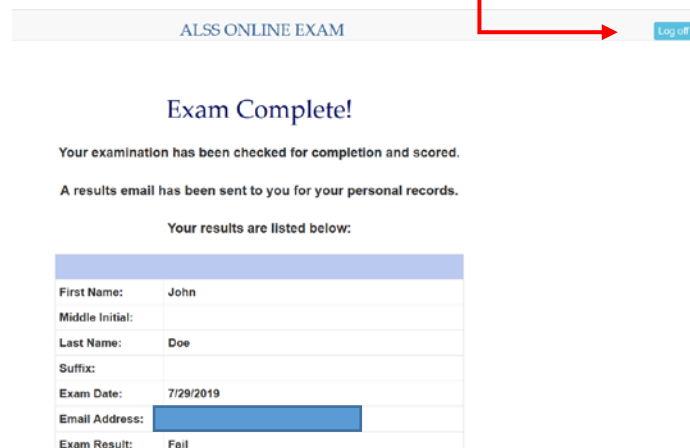
## Step 7

Once you've answered all the questions, you should see this screen. Hit Close.



## Step 8

Once you hit close, you should see this screen. Hit Log off



## After the Exam/Results



You should receive an email of your results like below.




If you failed, you will be required to submit the exam fee and set up another exam date. **You cannot take another exam for 72 hours.**

If you pass, you will be sent your license information within a few days and your certificate within a 2 weeks after that.

## Fail Results

Your ALSS Exam Score

 info@bels.alabama.gov  
To [Redacted]  
Cc [Redacted]  
Retention Policy  
 This message was sent with High importance.

 Reply  Reply All  Forward 

Expires 11/4/2022

Wed 8/3/2022 3:09 PM

Hi [Redacted]

This is your ALSS Exam Score for the exam you took on 8/3/2022.




Your Overall Exam Result was:  
Fail

In order to schedule your next exam attempt, you must (1) Login to your My BELS account (2) Pay the exam fee and (3) Follow the instructions in your Ready to Schedule ALSS Re-test confirmation email to schedule your exam date. You must wait at least 72 hours before retaking the exam.

The ALSS Exam Team

## Pass Results

Your ALSS Exam Score

 info@bels.alabama.gov  
To [Redacted]  
Cc [Redacted]   
 This message was sent with High importance.

Hi [Redacted]

This is your ALSS Exam Score for the exam you took on 8/11/2022.

Your Overall Exam Result was:  
Pass

You will receive your license number and certificate within 2 weeks.

The ALSS Exam Team