

How to Request a Retired Professional Engineer or Professional Land Surveyor Title

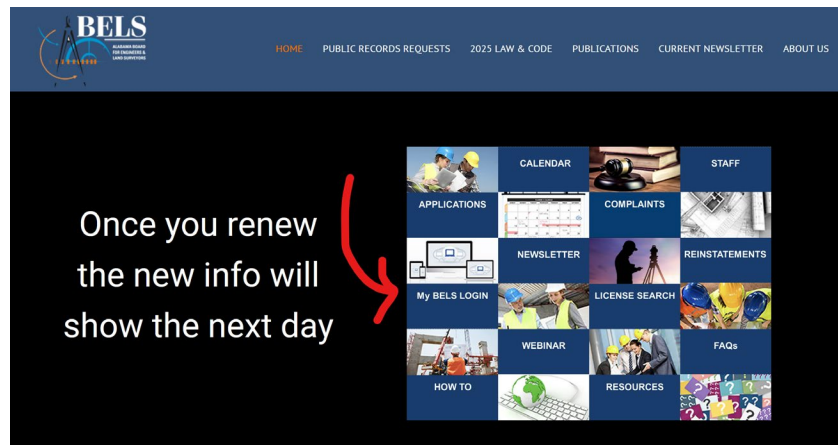
11/4/25

IMPORTANT: BE VERY CAREFUL WHEN SELECTING THIS OPTION. WHEN YOU REQUEST THE RETIRED PROFESSIONAL ENGINEER TITLE OR RETIRED PROFESSIONAL LAND SURVEYOR TITLE, **YOU NO LONGER HAVE A LICENSE. YOU CANNOT PRACTICE ENGINEERING OR SURVEYING. YOU ONLY HAVE A TITLE NOT A LICENSE.**

Once you request the title and it has been granted, if in the future you want to practice again, you would be required to file a new application and meet the requirements at the time of application. This could include retaking the exams if you are not currently licensed in some other state.

You will be asked to confirm your selection of this option.

- Go to the website (www.bels.alabama.gov) and Click My BELS Login

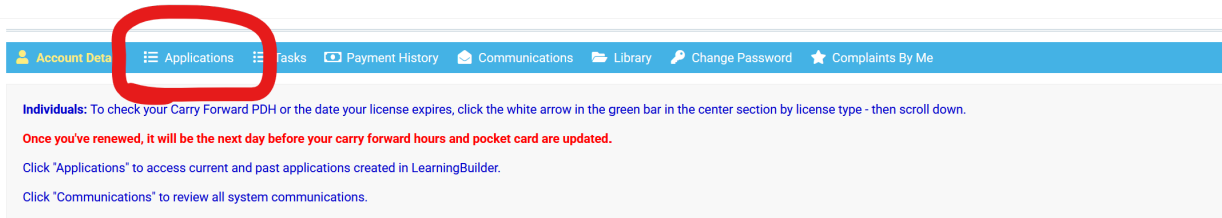


- Login to your account

A screenshot of the Alabama Board of Professional Engineers and Land Surveyors Licensing Portal. The page has a light blue header with the BELS logo and the text "ALABAMA BOARD OF PROFESSIONAL ENGINEERS AND LAND SURVEYORS". Below the header, there's a navigation bar with "License Search" and "File a Complaint". The main content area is divided into two columns. The left column is for "Individual Applicants" and "Companies", each with a list of actions and a "Register" button. The right column is for "Login", featuring a form with fields for "User ID or Email" and "Password", a "Remember me" checkbox, and a "Login" button. A red arrow points to the "Login" button. At the bottom of the login form, there's a warning: "PLEASE DO NOT CREATE A NEW ACCOUNT IF YOU ARE ALREADY LICENSED OR HAVE STARTED AN APPLICATION. Instead request a password to the new site by clicking here."

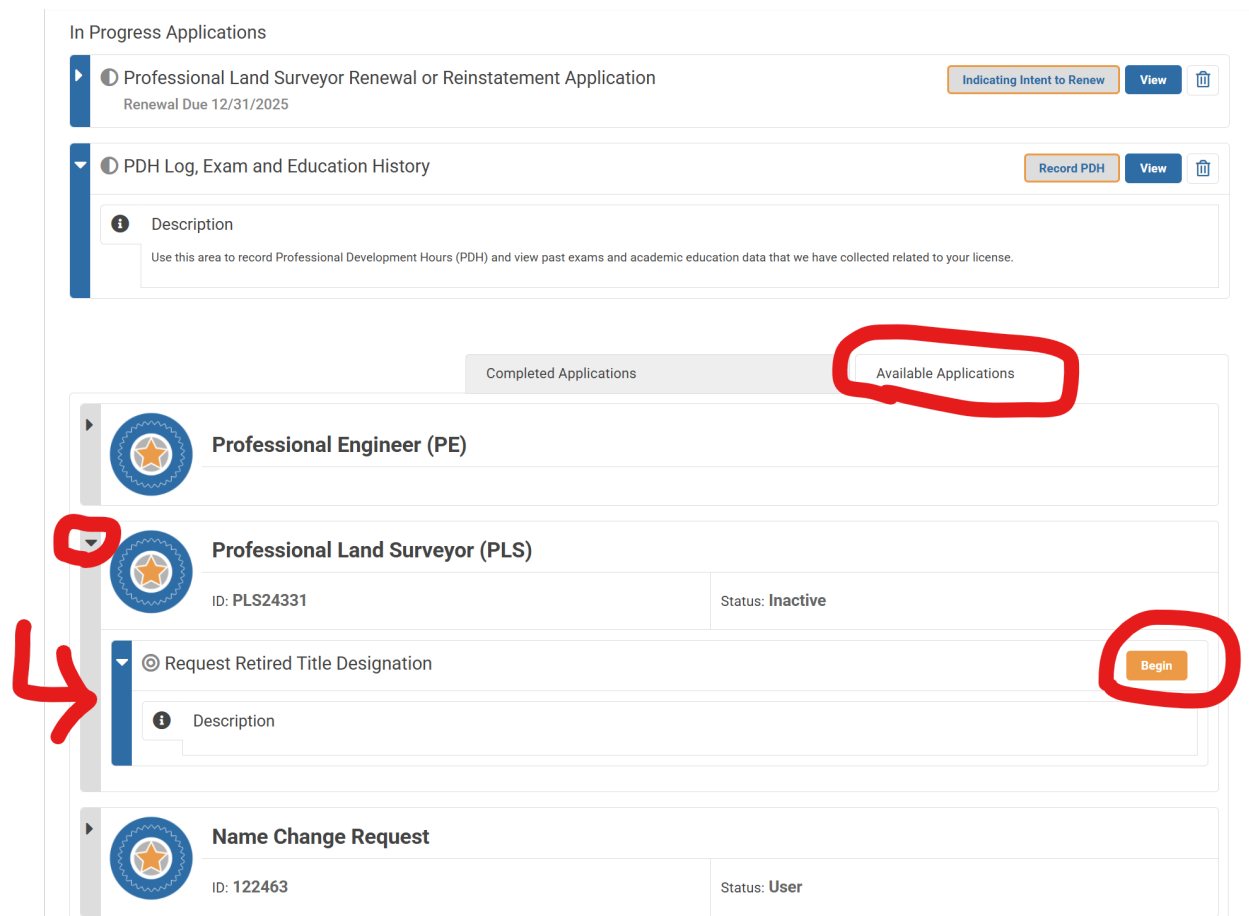
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- Go to Applications



The Request for Retired Title Application is under the Available Applications

- Under Available Applications, Click the arrow next to the license you have. You should see the Request Retired Title Application.
- Click Begin



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- Type your Name and Select the Date
- Click Continue

Request Retired Title Designation: Request Retired Title



- I understand that I am requesting to be allowed to use the title "Professional Engineer, Retired" or "Professional Land Surveyor, Retired" as applicable.
- I understand that once this title designation is granted, I no longer hold a license to practice in the state of Alabama.
- I understand if I wish to be licensed at a future date I must submit an application that meets the current licensure requirements.

Signature*:

Signature Date*:

MM/DD/YYYY

Cancel Retired Title Designation Request

Finish Later

Continue

- If you are sure you no longer want a license, Click Ok. **(Once you click ok, it CANNOT be undone. You will be required to file a new application as if you have never been licensed)**

Are you sure?



Are you sure you want to request the Retired Title?

You will not longer have a license and cannot practice.

If you want to practice in the future, you will be required to file a new application as if you have never been licensed (verifications, references, etc.) and meet the current requirements.

Cancel

OK

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- You will see under Completed Applications that the Request for Retired Title Designation is complete.

Completed Applications		Available Applications
✓ Professional Engineer Renewal or Reinstatement Application Renewal Due 12/31/2023	Approved	View
✓ Professional Land Surveyor Renewal or Reinstatement Application Renewal Due 12/31/2023	Approved	View
✓ Professional Engineer Renewal or Reinstatement Application Renewal Due 12/31/2021	Approved	View
✓ Professional Land Surveyor Renewal or Reinstatement Application Renewal Due 12/31/2021	Approved	View
✓ Request Retired Title Designation	Complete	View

- Under your MyBELS profile, you will see the Retired Title Designation.

▶ Professional Engineer	Retired Title	Edit
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