



**SECTION II: EDUCATION**

- Enter the name and location of the college or university, date of graduation, and type of degree received
- A copy of your official transcripts or other documents issued directly by the granting institution of higher education, or its authorized agent verifying your graduation from an EAC/ABET-accredited engineering program is required to be sent directly to the Board. Electronic transcripts may be sent to the above email.
- Applicants with non-EAC/ABET-accredited degrees must have their education evaluated by NCEES Credentials Evaluations to determine if it meets the NCEES Education Standard. Please visit <http://ncees.org/credentials-evaluations/> for more information. The evaluation must be transmitted directly to the Nebraska Board from NCEES.
- NCEES record holders do not need to complete this section or submit proof of graduation.

Name of Institution, Location (City, State, Country)	Date Graduated		Degree Received (BS, MS, etc.)	Major
	Mo.	Yr.		

**SECTION III: LICENSURE INFORMATION**

- You must have your exams and current state of licensure verifications forwarded to the Nebraska Board directly through your "My NCEES" account or use the verification form at the end of this application. NCEES recordholders do not need to complete this section.
- Some jurisdictions may require a fee for this service and processing times may vary. You will need to contact the verifying jurisdiction to confirm whether a fee is required and instructions for submitting the request.

**1. Fundamentals of Engineering (FE) Exam**

State: \_\_\_\_\_ Date Passed: \_\_\_\_\_

**2. Principles and Practice of Engineering (PE) Exam**

State: \_\_\_\_\_ Date Passed: \_\_\_\_\_ Test Discipline: \_\_\_\_\_

**3. First License**

State: \_\_\_\_\_ License #: \_\_\_\_\_ Date Issued: \_\_\_\_\_ Expiration Date: \_\_\_\_\_

**4. Current License (If different from Question 3)**

State: \_\_\_\_\_ License #: \_\_\_\_\_ Date Issued: \_\_\_\_\_ Expiration Date: \_\_\_\_\_

**SECTION IV: REFERENCES**

- List the names and contact information of three professional engineers unrelated to you with whom you have been professionally associated, whom have personal knowledge of your engineering experience, and can attest to your good reputation and ethical character.
- Current members of the Nebraska Board will not be accepted as a reference.
- All references must complete an "Engineer Reference" form and submit it directly to the Nebraska Board.
- NCEES record holders do not need to complete this section, nor have reference forms submitted to the Nebraska Board.

1. \_\_\_\_\_  
Name

\_\_\_\_\_ Phone \_\_\_\_\_ Email

\_\_\_\_\_ License number and State of Licensure

3. \_\_\_\_\_  
Name

\_\_\_\_\_ Phone \_\_\_\_\_ Email

\_\_\_\_\_ License number and State of Licensure

2. \_\_\_\_\_  
Name

\_\_\_\_\_ Phone \_\_\_\_\_ Email

\_\_\_\_\_ License number and State of Licensure

**SECTION V: PROFESSIONAL EXPERIENCE**

- If you are submitting an NCEES Record, you only need to provide your current employer.
- If you are not submitting an NCEES Record, but have earned an EAC/ABET-accredited degree and passed both the FE & PE exams, you will need to provide all work experience post-graduation.
- All others need to document a minimum of 15 years of licensed experience.
- Attach additional copies of this section, if needed.

Employment Dates Month/Day/Year	Title of position held, name and address of employer and a brief summary of the engineering work performed. Make statement brief and concise.	Name, telephone number, address, and e-mail of someone familiar with each work period, preferably the person to whom applicant reported.
From 10/1/2010	<i>Mechanical Engineer, Smith White &amp; Associates</i> <b>EXAMPLE</b> 1620 Midtown Place Omaha, NE 68105	<b>EXAMPLE</b>  <i>John Doe</i> 2309 Coley Forest Pl Omaha, NE 68105 402-555-3746 jdoe@smithwhite.org
To 7/1/2015	<i>Lead mechanical engineer and engineer of record in all projects involved in. Project manager on many jobs as well as mechanical lead. Systems included chiller, cooling tower, and boiler replacements. Projects also included state university projects and North Carolina State Construction Projects.</i>	
From		
To		
From		
To		
From		
To		
From		
To		

**SECTION VI: AFFIDAVIT**

For the purpose of complying with Neb. Rev. Stat. §§ 4-108 through 4-114, I attest as follows:

- I am a citizen of the United States, **OR**
- I am a qualified alien under the federal Immigration and Nationality Act, my immigration status and alien number are \_\_\_\_\_, and I have enclosed a copy of my USCIS documentation.

**Note: Provide an explanation and official documentation for each “YES” answer below.  
Licensure approval or renewal will remain pending until after review.**

**Professional**

1. Have you ever been denied a license to practice engineering or architecture in this or any other jurisdiction?  YES  NO
2. Has a complaint ever been filed or has formal disciplinary action ever been taken against you by a regulatory body for professional engineering or architecture in this or any other jurisdiction?  YES  NO
3. Have you ever voluntarily surrendered your professional engineer or architect license or entered into a negotiated settlement in order to avoid disciplinary action by a professional regulatory body in this or any other jurisdiction?  YES  NO

**Criminal**

4. During the past 10 years, have you been convicted of a crime, other than a minor traffic violation, in this or any other jurisdiction?  YES  NO
5. During the past 10 years, have you entered into a pretrial diversion program or similar pretrial procedure to avoid prosecution for a crime, other than a minor traffic violation, in this or any other jurisdiction?  YES  NO
6. Are there now any criminal charges, other than a minor traffic violation, pending against you in this or in any other jurisdiction?  YES  NO

**Civil**

7. During the past 10 years, has a judgment been entered against you in a civil proceeding in this or any other jurisdiction involving fraud, misrepresentation, or professional malpractice?  YES  NO
8. Is there any action or proceeding presently pending against you in any court or other tribunal in this or any other jurisdiction alleging that you committed fraud, misrepresentation, or professional malpractice?  YES  NO

*I hereby attest that my response and the information provided on this form and any related application for public benefits are true, complete, and accurate and I understand that this information may be used to verify my lawful presence in the United States.*

*I will not represent myself as an engineer or offer to perform engineering services in the State of Nebraska until this application is approved and a professional engineer’s license has been granted by the Nebraska Board of Engineers and Architects.*

*Unless my firm holds a current Certificate of Authorization it is not authorized to offer or contract to perform engineering services in Nebraska until the application process is completed and a professional engineer’s license has been granted by the Board.*

*I have read the Nebraska Engineers and Architects Regulation Act.*

\_\_\_\_\_  
*Signature of Applicant*

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

**A short law examination covering the Engineers and Architects Regulation Act must be passed before licensure. The examination will be sent to you upon receipt of the completed application.**



## ENGINEER REFERENCE

- Section I is to be completed by the applicant.
- Section II is to be completed by your reference. If additional space is needed, please use the back of this form or a separate sheet of paper.
- All references must return this form directly to the Board of Engineers and Architects emailed, faxed, or at the address listed above. If the form is emailed or faxed, an original hard copy is not required.
- Reference forms received from applicants will not be accepted

### SECTION I: TO BE COMPLETED BY APPLICANT

1. \_\_\_\_\_  
Name (First, M.I., Last) \_\_\_\_\_ Date \_\_\_\_\_
2. \_\_\_\_\_  
Phone Number \_\_\_\_\_ Email \_\_\_\_\_
3. Application for licensure as a Professional \_\_\_\_\_ Engineer by:  PE Exam  Engineer License  
Discipline \_\_\_\_\_
4. Name of Reference: \_\_\_\_\_
5. Relationship to reference: \_\_\_\_\_

### SECTION II: TO BE COMPLETED BY REFERENCE

1. Is the information in Section I correct as stated?  Yes  No  
If No, please explain: \_\_\_\_\_
  2. How long have you known the applicant? \_\_\_\_\_
  3. Explain how the applicant demonstrates good reputation and good ethical character? \_\_\_\_\_  
\_\_\_\_\_
  4. Explain how the applicant demonstrates adequate technical knowledge and skill? \_\_\_\_\_  
\_\_\_\_\_
  5. Has the applicant's experience been in the discipline in which the applicant is seeking licensure? \_\_\_\_\_
  6. If the applicant were licensed, would you employ him/her? \_\_\_\_\_  
\_\_\_\_\_
- Reference Name: \_\_\_\_\_ Position: \_\_\_\_\_
- Name of Firm, Address: \_\_\_\_\_
- State of Licensure: \_\_\_\_\_ License No. \_\_\_\_\_ Year Licensed: \_\_\_\_\_
- Signature: \_\_\_\_\_ Date: \_\_\_\_\_



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Phone Number Email
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\_\_\_\_\_
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- Name of Firm, Address: \_\_\_\_\_
- State of Licensure: \_\_\_\_\_ License No. \_\_\_\_\_ Year Licensed: \_\_\_\_\_
- Signature: \_\_\_\_\_ Date: \_\_\_\_\_



## VERIFICATION OF LICENSURE AND EXAMINATION OF AN ENGINEER

- Section I is to be completed by the applicant.
- Forward this form to the appropriate state board who will complete and return directly to the Nebraska Board.
- Some jurisdictions charge a verification fee and processing times may vary. You will need to contact the verifying jurisdiction to confirm whether a fee is required and instructions for submitting a request.

FROM (STATE BOARD NAME)		DATE	
ADDRESS		FILE NO.	
<b>SECTION I: APPLICANT INFORMATION</b>			
NAME		LAST 4 DIGITS OF SSN	
ADDRESS (STREET, CITY, STATE, ZIP)			
<b>SECTION II: VERIFICATION OF LICENSURE OR EXAMINATION</b>			
<b>1. THE ABOVE-NAMED PERSON IS OR WAS REGISTERED AS:</b>		Certificate or License Number	Valid Until
<input type="checkbox"/> ENGINEER INTERN (EI)			
<input type="checkbox"/> PROFESSIONAL ENGINEER (PE)			
<b>2. BASIS OF REGISTRATION</b>			
<b>A. <input type="checkbox"/> WRITTEN EXAMINATION</b>		Hours	Results
F.E.			
P.E.			
NCEES Exam? (Yes / No)			
Exam Date			
B. <input type="checkbox"/> ENGINEER INTERN ACCEPTED FROM:			
C. <input type="checkbox"/> PROFESSIONAL ENGINEER ACCEPTED FROM:			
D. <input type="checkbox"/> OTHER:			
<b>3. P.E. EXAMINATION OPTION (REQUIRED FOR NEBRASKA LICENSURE)</b>			
A. EXAM DISCIPLINE:			
<b>4. DENIAL, INVESTIGATIONS AND/OR COMPLAINTS:</b>			
A. Has the above-named individual ever been denied registration in your state? (if yes, please give details on reverse side.)		<input type="checkbox"/> Yes	<input type="checkbox"/> No
B. Has a complaint been filed or has formal disciplinary action ever been taken against the above-named individual? (If yes, please give details in REMARKS or on reverse)		<input type="checkbox"/> Yes	<input type="checkbox"/> No
<b>5. REMARKS:</b>			
<b>6. VERIFIED BY:</b>			
BY		BOARD SEAL	
TITLE	DATE		