



APPLICATION FOR EXAMINATION: Principles & Practice of Engineering

- This application applies to those seeking initial licensure or an additional license discipline through the Principles and Practice of Engineering Exam.
- **Retake applications** requesting the same exam discipline need to complete Sections I and VI only.
- **If requesting a new discipline**, a complete new application is required, including new reference forms.
- **Do not substitute a resume** or other synopsis for any part of this application form.
- **It is the responsibility of the applicant** to ensure all verifications, references, and supporting documents are completed and received by the Nebraska Board before the posted deadline.
- **Make checks payable to** the Nebraska Board of Engineers and Architects or NBEA.
- **Filing Fees** are nonrefundable once deposited by the Nebraska Board.
- **In the event that your check is returned unpaid** for insufficient or uncollected funds, we may re-present your check electronically. In the ordinary course of business, your check will not be provided to you with your statement.

SECTION I: GENERAL INFORMATION

1. _____
Full Legal Name (including full middle name)

2. _____
Social Security Number (last 4 digits)

3. _____
Engineering Examination Discipline Requested

4. Mailing Address:

Firm Name (if applicable)

Street Address

City, State, Zip Code

Email Address

Telephone ext _____

Alternate Telephone ext _____

Fax

SECTION II: FUNDAMENTALS OF ENGINEERING EXAM

- **If you passed the FE exam in another state**, you must have your exam verification forwarded to the Nebraska Board directly through your "My NCEES" account or using the verification form at the end of this application.
- **If you have applied for Engineer Intern Enrollment within the last ten years**, you do not need to resubmit this verification.
- **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.

I passed the FE Exam in:

State

Date passed



SECTION II: EDUCATION

- Enter the name and location of the college or university, date of graduation, and type of degree received. Do not anticipate dates of graduation.
- 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.
- If you have become licensed as an Engineer Intern within the last ten years, you do not need to have your transcripts re-submitted unless you are wanting to use a graduate degree toward your experience requirement.
- 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.

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

SECTION IV: REFERENCES

- List the names and contact information of five people unrelated to you, who can attest to your good reputation and good ethical character. Three must be professional engineers having personal knowledge of your engineering experience.
- Current members of the Nebraska Board will not be accepted as a reference.
- If you are applying to be enrolled as an Engineer Intern and approval to sit for the PE exam at the same time, only the PE exam references need to be submitted.
- If you have applied for Engineer Intern Enrollment within the last twelve months, only the references from the three professional engineers need to be submitted.
- All references must complete an "Engineer Reference" form and submit it directly to the Nebraska Board.

1. _____
Name

Phone

Email

License number and State of Licensure, if PE

4. _____
Name

Phone

Email

License number and State of Licensure, if PE

2. _____
Name

Phone

Email

License number and State of Licensure, if PE

5. _____
Name

Phone

Email

License number and State of Licensure, if PE

3. _____
Name

Phone

Email

License number and State of Licensure, if PE



SECTION V: PROFESSIONAL EXPERIENCE

- Record your complete work history, beginning after college graduation and concluding with your present employment. **You must account for the entire time period from graduation until now**, including periods of unemployment, volunteer work, non-engineering work, and military experience. If you have an NCEES record, provide all work history not included in your record, and **your current at a minimum**.
- 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 10/1/2011	<i>Technician II, NE Dept of Roads 302 Superior St, PO Box 94759 Lincoln, NE 68521</i>	
To 10/15/2015	<i>Designed plans and estimates for 2 & 4 lane State highway projects. Responsible for analysis and design of drainage structures, geometrics, super elevations, and horizontal & vertical alignments. Calculated quantities and cost estimates. Coordinated and reviewed work and specifications for bridges, utilities, traffic engineering, and mitigation.</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



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: _____

If applicable
State of Licensure: _____ License No. _____ Year Licensed: _____

Signature: _____ Date: _____



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Name of Firm, Address: _____

If applicable

State of Licensure: _____ License No. _____ Year Licensed: _____

Signature: _____ Date: _____



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Reference Name: _____ Position: _____
Name of Firm, Address: _____

If applicable
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.	
SECTION I: APPLICANT INFORMATION			
NAME		LAST 4 DIGITS OF SSN	
ADDRESS (STREET, CITY, STATE, ZIP)			
SECTION II: VERIFICATION OF LICENSURE OR EXAMINATION			
1. THE ABOVE-NAMED PERSON IS OR WAS REGISTERED AS:		Certificate or License Number	Valid Until
<input type="checkbox"/> ENGINEER INTERN (EI)			
<input type="checkbox"/> PROFESSIONAL ENGINEER (PE)			
2. BASIS OF REGISTRATION			
A. <input type="checkbox"/> WRITTEN EXAMINATION		Hours	Exam Date
F.E.			
P.E.			
B. <input type="checkbox"/> ENGINEER INTERN ACCEPTED FROM:			
C. <input type="checkbox"/> PROFESSIONAL ENGINEER ACCEPTED FROM:			
D. <input type="checkbox"/> OTHER:			
3. P.E. EXAMINATION OPTION (REQUIRED FOR NEBRASKA LICENSURE)			
A. EXAM DISCIPLINE:			
4. DENIAL, INVESTIGATIONS AND/OR COMPLAINTS:			
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
5. REMARKS:			
6. VERIFIED BY:			
BY		BOARD SEAL	
TITLE	DATE		