

September/2016

TO INITIAL PE APPLICANTS - PLEASE READ CAREFULLY

IMPORTANT DEADLINES - All applications that require examinations shall be filed with the Board by **December 15** for the April examination and by **June 15** for the October examination; **no waivers will be granted**. Applications received after these dates will be processed for the next scheduled examination. The Board office staff does not have authority to waive these deadlines.

Furthermore, to allow sufficient time for Board review, all required documentation, that is, references, transcripts, and FE exam verifications from other states, must be received by **January 15** to be considered for an April examination citation and by **July 15** to be considered for an October examination citation. Applications that are not fully documented by these dates will be considered for later examinations.

Please restrict phone calls about your application status to between 2:00 & 4:00 PM; call 601-359-6165. (This allows us sufficient time to file all the mail received that day, so that you can get the most current status.) You can also email questions about the status of your application to:

barbaram@pepls.state.ms.us

Please do not email questions about the status of your application to the Board's general information email address. This address is for the purposes of general information only.

For privacy reasons, the staff will discuss the status of your application with you only, or with your assistant whom you have designated in a letter or email to us.

The current requirements for PE licensure are:

- an ABET accredited BS engineering degree (**or** an acceptable equivalent) (**or** a graduate degree in an engineering curriculum that is ABET accredited at the undergraduate level **COUPLED WITH** either a non-ABET BS degree in engineering, a BS degree in engineering technology, or a BS degree in a related science)
- + the FE exam & EI enrollment
- + 4 years of qualifying engineering experience
- + the PPE exam

If your only degree is an engineering technology degree, you are not eligible for PE licensure in Mississippi and you should not submit an application. This is a state law which neither the Board staff nor Board members may waive. We do not issue refunds of application fees.

September/2016

To apply for the PE Exam, you must complete and submit the following items:

- Application, completed, notarized, with fee and passport quality photo attached
- Transcripts directly from the college/university to the Board office
- Verification of FE exam – this is done electronically and securely between *most* state licensing boards. You submit your FE exam verification request by clicking on <https://verify.ncees.org> . Be aware that some states charge a verification fee; you'll see the charges during the verification process.

But what if the other state is not in the list (does not participate in electronic board-to-board verifications) ? Then use the Licensure/Exam Verification form, which is the last form in this packet and be sure to follow the instructions at the top of the page.

If you passed the FE exam in Mississippi, no verification is necessary. Just disclose your Mississippi FE exam on the application form at the bottom of page 1 and the Board staff will gather the appropriate documentation for your application.

- Experience Verification Form(s) in a sealed envelope bearing the verifier's signature across the envelope seal (You will need a minimum of one; you are required to submit *as many as are necessary* to verify the required amount of qualifying engineering experience (4 years). Only supervising Professional Engineers are to complete this form.)
- Character Reference Forms in separate sealed envelopes bearing the references' signatures across the envelopes' seal (State law requires 5 references, 3 of whom must be Professional Engineers. The number and type of character reference forms you need to submit will depend on the number of experience reference forms you submit (discussed above). For example, if you've had only one PE supervisor for 4 years, you submit 1 experience verification form from him and 4 character reference forms from 4 other individuals, 2 of whom must be PE's. Another example: if you've had 7 PE supervisors for 4 years, you will need to submit 7 experience verification forms and *no* character reference forms.

Verification of FE/FLS Exam Form: if you passed the FE exam in a state or territory other than Mississippi, mail a copy of the Verification of FE/FS Exam form with a **stamped business size envelope** addressed to: Miss. Board of Licensure for Professional Engineers & Surveyors, 660 North Street, Suite 400, Jackson, MS 39202 to that state or territory. Contact information for other state boards can be found at www.ncees.org. Be aware that some states charge a fee for this service.

September/2016

Experience Verification Form: (A) Make as many copies of the Experience Verification form as are necessary to verify the required amount of qualifying engineering experience. This form should be completed only by supervising Professional Engineers. *It is recommended that you begin with the most recent experience and “work backward” in time until a minimum of 4 years of experience is verified.*

(B) Fill out page one and the top of page two as indicated. Attach a copy of your experience record (from your application) and mail these to your experience verifier(s), with a **stamped business size envelope** addressed to: Miss. Board of Licensure for Professional Engineers & Surveyors, 660 North Street, Suite 400, Jackson, MS 39202.

(C) The verifier must place the completed Experience Verification form into the supplied business size envelope, seal the envelope, and sign across the back flap of the envelope. He/she then must mail it *directly* to the Board office. BE ADVISED that we will not accept forms submitted in envelopes that are not **sealed and signed** across the back flap. The Board staff does not have the authority to waive this requirement; please do not ask the Board staff or Executive Director to waive this requirement for you.

Character Reference Form: (A) Make as many copies of the Character Reference form as are necessary to meet the required 5, three of whom must be PE’s, taking into account the number of Experience Verification forms you are submitting (see above).

(B) Fill out page one and the applicant’s name at the top of page two as indicated. Mail it to your reference(s), with a **stamped business size envelope** addressed to: Miss. Board of Licensure for Professional Engineers & Surveyors, 660 North Street, Suite 400, Jackson, MS 39202.

(C) The reference must place the completed Character Reference form into a business size envelope, seal the envelope, and sign across the back flap of the envelope. He (she) then must mail it *directly* to the Board office. BE ADVISED that we will not accept forms that are not **sealed and signed** across the back flap. The Board staff does not have the authority to waive this requirement; please do not ask the Board staff or Executive Director to waive this requirement for you.

It is acceptable for you to submit your Experience Verification Form(s) and your Character Reference Forms *along with your application in one large submission*; however, these forms MUST be in separate envelopes bearing the appropriate signatures across the envelope seal. Forms that do not comply with these instructions will not be accepted and the applicant will be instructed to obtain new forms; the Board staff will not remediate forms that do not comply with these instructions. The Board staff does not have the authority to waive this requirement; please do not ask the Board staff or Executive Director to waive this requirement for you.

When completing the application form...

GENERAL INFORMATION - Section 1 - Follow all directions carefully. Your full name and your social security number are required by state law.

September/2016

LICENSURES - Section 2 - Supply the required information on your FE (Engineer Intern/Engineer-in-Training/Fundamentals of Engineering) Exam.

EDUCATION – Section 3 – Supply the required information on your degree (s). **You are responsible for arranging to have your transcript sent directly from the college/university to the Board office;** you may use the Transcript Request Form supplied on this site. Some universities will take transcript requests by phone with credit card payment.

GRADUATES OF FOREIGN or Non-ABET UNIVERSITIES - Be advised that if your BS degree is not an ABET accredited BS degree in engineering and you do not have a graduate degree from an ABET university, your BS degree **MUST** be evaluated by N. C. E. E. S Credentials Evaluations (www.ncees.org). NCEES is the only transcript evaluation service acceptable under Board regulations. **There is no waiver of this requirement.** Do not submit an application until you have received the result of NCEES’s evaluation; if the evaluation finds that your degree is not equivalent to an ABET accredited degree, you will not be eligible to apply at this time. You may, however, have the opportunity to “cure any deficiencies” by taking additional coursework, as directed by the Board.

EXPERIENCE - Section 4 – All time must be accounted for, including military time, illness, unemployment, etc. Each company you worked for is considered an engagement. If you were promoted within a company, do not indicate a change in engagements. If an engagement was part time work, indicate part time and the number of hours you worked per week. Experience must be started on the application form first. If you need additional pages, please number each page accordingly. Experience **cannot be anticipated**, that is, the required amount of experience must be accrued at the time the application is filed with the Board office. Concurrent time (time in engineering experience while in school) counts as education experience or work experience, **but not as both.**

Your experience **must** be verified with the **Professional Engineer(s)** who supervised your work. If you did not work directly for a PE, list the person to whom you report directly AND the next person "up the chain of command" **who is a PE**. Mark the PE's name with an *. A PE who is an associate or a co-worker is not an acceptable experience verification reference. Provide a complete address for each reference. The experience verified by these references **must** substantiate the total required years of experience. Experience under a nonlicensee is **not qualifying experience** toward licensure.

Experience accrued before graduation does not qualify. However, applicants who completed an approved co-op program at an ABET university **may** be given up to 6 months experience "credit" (your choice) but be aware that other states may not recognize a PE exam taken before a full four years was accrued after graduation. If you wish to be awarded this co-op experience “credit,” you should arrange with your university to have official verification that you completed the co-op program sent directly from the university to the Board office.

For those seeking dual licensures, be advised that Rule 9.01-4 c states, “With reference to Mississippi statutes 73-13-23 and 73-13-77 and Rule 11.18, applicants seeking dual licensure (both Professional Engineer and Professional Surveyor) must meet the experience requirements for each license..”

September/2016

REFERENCES - Section 5 - The law requires that the application contain the names of five references, three of whom must be Professional Engineers, having personal knowledge of the applicant's engineering experience. Provide a complete address for each reference. (These should include PE supervisor(s) listed in Section 4 who can verify the greatest portion of your experience.)

Complete the application and print it. *Be sure to retain a copy of your records.* Attach your photo (passport quality only) and have the application notarized. Submit it with the application fee by mail. Please pay by check payable to the Miss. Board of Licensure. **We do not accept applications by fax or email. We are not responsible for delays or non-delivery by the mail service.** If you are submitting within a week of a deadline, we recommend a next day delivery service.

The Board reviews completed applications approximately every two months; they do not review incomplete applications. Once the Board has approved your application and officially cited you to the exam, you will be advised by letter, directing you on the exam registration process with our exam proctor, NCEES (www.ncees.org). It is *very important* that you notify us immediately of any address change.

Be aware that there is an additional fee to take the exam, payable to NCEES. The application fee is to cover all the Board expenses incurred in processing and approving your application. The exam fee is to pay for purchasing, proctoring, and grading your exam. You can find the current exam fee for your exam by logging onto the NCEES web site and going to the Mississippi link.

- On the initial application, an examinee is allowed three (3) citations, that is, three (3) opportunities to pass the exam. We no longer grant “postponements”, regardless of the reason. The citations “count”, whether the examinee actually takes the exam or not. Failure to attend the exam does not count as a *failure* of the exam, but it does count as a citation.
- If the applicant does not pass after three consecutive citations, the initial application is closed. To attempt the exam again, the applicant must submit a new application to be approved by the Board, and will be allowed only one citation per application, subject to the restrictions below. This one citation counts, whether the applicant actually takes the exam or not.
- An applicant having three or more unsuccessful attempts of the same exam, regardless of the jurisdiction in which the exam is administered, must submit an application to be readmitted to future administrations of the same exam. If readmitted by the Board, the applicant may take the exam no sooner than eleven (11) months following the most recent attempt.

Please restrict phone calls about your application status to between 2:00 & 4:00 PM; call 601-359-6165. You can also email questions about the status of your application to:

barbaram@pepls.state.ms.us

MISSISSIPPI STATE BOARD OF LICENSURE
FOR PROFESSIONAL ENGINEERS & SURVEYORS
660 NORTH STREET, SUITE 400
JACKSON, MISSISSIPPI 39202
(601) 359-6160

APPLICATION FOR LICENSURE AS A PROFESSIONAL ENGINEER

IMPORTANT—Please read and understand this form and the Mississippi laws before you complete this application. All information requested on this form **MUST BE TYPE-WRITTEN** and all questions must be answered. Retain a copy for your files. If complete addresses for universities and all references are not provided, this application will be returned.

PLEASE INDICATE BELOW WHICH STATEMENT IS APPLICABLE.

- I hereby apply for Professional Engineer Licensure in Mississippi by Comity.
 - I hereby apply for Professional Engineer Licensure and am having an NCEES record sent from the National Council of Examiners for Engineering and Surveying.
 - I hereby apply for licensure as a Professional Engineer by written examination in _____, _____ When approved for examination, [April, October]
- I want to answer questions from the following discipline _____

**Attach a Recent Photograph
(no staples, please)**

Application should be accompanied by \$75.00 application fee made payable to the Board of Licensure and mailed to 660 North Street, Suite 400, Jackson, Mississippi 39202.

1. GENERAL INFORMATION [Circle b. or c. to indicate your preference for your address of record with this Board.]

- a. Name in full* _____, Social Security Number _____
First Middle Last
- b. Residence address _____ [_____] Telephone Number _____
No. Street City County State Zip
- c. Business name and address _____ [_____] Telephone Number _____
Name No. Street City State Zip Position
- d. Birth date _____ Birth Place _____
- e. State of Legal Residence _____
- f. Have you ever filed an application with this State Board? _____ If yes, type of application _____ When _____
Has your name been changed since birth? _____ * * Was your previous application made with the same name? _____
- g. Have you been convicted of a felony OR pleaded "Nolo contendere" to a criminal charge? _____
- h. Have you been denied registration in any state? _____ What state and why? _____ **
- i. Have you ever been disciplined by any state licensing authority? _____ **

*Your full name is a statutory requirement. **If responses to items f-i are yes, explain on separate sheet.

2. LICENSURES [to be completed if applying by comity or if an FE Exam or a PE Exam has been passed]

- j. Are you licensed as a PE in another State? _____ State and date of first Licensure _____
Current? _____ Name other States in which you are **currently** licensed _____
- k. If you have passed an 8 or 16 hour examination in any state, indicate below:
FE: State _____ Date _____ Hours _____ No. _____
PE: State _____ Date _____ Hours _____ No. _____

3. EDUCATION: Provide **complete** address.

Name and Complete Address of College or University	Years Attended		Major	Date of Graduation	Degree Received
	From	To			

4. EXPERIENCE RECORD - If complete addresses for references are not provided, this application will be returned.

E n g a g N e u m m e b n e t r	Dates mm/yy From - To	TITLE OF POSITION, NAME OF EMPLOYER AND CHARACTER OF EACH ENGAGEMENT. Make statements concise and explicit, include magnitude and complexity of work on which engaged, your duties and degree of responsibility. LIST ENGAGEMENTS IN CHRONOLOGICAL ORDER, EARLIEST ENGAGEMENT AS NO. 1. DOUBLE SPACE BETWEEN ENGAGEMENTS. (Do not let description of engagement run into columns for date or time.) ALL TIME SINCE HIGH SCHOOL OR AGE 18 (whichever is later) MUST BE ACCOUNTED FOR INCLUDING MILITARY, ILLNESS, UNEMPLOYMENT, ETC.	TIME Number of years and months					Name, Title and Address of Professional Engineer who bore responsibility for Engineering experience. Your references who are to verify your experience MUST be Licensed Professional Engineers . If you did not work directly for a Professional Engineer, list the person you report to directly AND the next person up the "Chain of Command" who is a Professional Engineer. Mark this person's name with an *.
			[1]	[2]	[3]	[4]	[5]	
PLEASE CONTINUE ON PAGE BELOW								

5. REFERENCES

Names and addresses of five references, not relatives, at least three of whom are registered Professional Engineers, who have personal knowledge of your character and professional reputation and accomplishments. These should include the PE supervisors from Section 4 who can substantially verify your experience.

Name	Address	State of Licensure and Certificate No.

6. AFFIDAVIT CERTIFICATION, AUTHORIZATION AND RELEASE

State of _____ County of _____

_____, being first duly sworn, deposes and says:
[Applicant's Name]

I, the applicant named in this application, have read the contents hereof, and to the best of my knowledge and belief the statements contained in this application are true in substance and effect and are made in good faith.

I also hereby authorize any individual, company or institution with whom I have been associated to furnish the Mississippi Board of Licensure for Professional Engineers and Surveyors with any information concerning my qualifications for professional licensure in Mississippi which they have on record or otherwise, and do hereby release the individual, company or institution and all individuals connected therewith from all liability for any damage whatsoever incurred by me as a result of their furnishing such information.

Subscribed and sworn to before me this

_____ day of _____, _____

[Signature of Applicant]

[SEAL]
My Commission expires _____

[Signature of Notary Public]

THE REGISTRAR

Dear Sir or Madam:

I am applying for enrollment/registration as a/an ____Engineer Intern ____Professional Engineer
____Surveyor Intern ____Professional Surveyor. The Mississippi Board of Licensure for
Professional Engineers and Surveyors requires an official transcript of my record. I attended

_____ from _____ to _____ and
(College/University) (date) (date)

graduated on _____ with _____ degree in _____.
(date) (type of degree) (major)

My social security number is _____.

I will appreciate your forwarding an official transcript of my record to:

Mississippi Board of Licensure for Professional Engineer & Surveyors
660 North Street, Suite 400
Jackson, MS 39202

in the enclosed stamped addressed envelope, as soon as possible, since my application will not be
considered by the Board until the transcript is received in the Board office.

If there is a charge for this service, please forward a statement to me at the above address.

Sincerely,

Mississippi Board of Licensure for Professional Engineers & Surveyors
660 North Street, Suite 400
Jackson, MS 39202
(601)359-6160

(Name and Address of PE Supervisor)

(Name and Address of Applicant)

I have filed my application with the Mississippi Board of Licensure for Professional Engineers and Surveyors for licensure to practice professional engineering in the State of Mississippi. I have listed your name as my Engineering Supervisor for the engagement period shown. As a part of my application, I have submitted to the Board Office a signed, sworn and notarized certification of release statement authorizing "any individual, company or institution with whom I have been associated to furnish the Mississippi Board of Licensure for Professional Engineers and Surveyors with any information concerning my qualifications for professional licensure in Mississippi which they have on record or otherwise, and do hereby release the individual, company or institution and all individuals connected therewith from all liability for any damage whatsoever incurred by me as a result of their furnishing such information."

I will appreciate your sending the information requested on the reverse side **directly** to the Board in the stamped addressed envelope which I have provided.

(Signature of the Applicant)

Board Statement to PE Supervisor:

*This Board is required by law to ascertain that the applicant has met the experience requirement sections of the Licensure Law; therefore, we need this experience verification form completed, signed, sealed, and returned by you. We cannot consider an applicant for licensure or admit a candidate for examination **until replies are received from PE supervisors**. A **prompt** reply will expedite our handling of the applicant's request for licensure.*

QUALIFYING EXPERIENCE: *Experience must follow graduation, be progressive and of an increasing standard of quality and responsibility. Experience must be gained by working under the supervision of a licensed Professional Engineer. If the experience was not obtained under the direct supervision of a licensed Professional Engineer, then the indirect supervision should be explained with clarification of the degree of supervision received. **Military experience**, to be creditable, must have been spent in engineering and of a character equivalent to that required in the civilian sector in like work. For **sales experience** to be creditable, it must be demonstrated conclusively that engineering principles and engineering knowledge were actually employed. The mere selection of data or equipment from a company catalogue or a similar publication will not be considered engineering experience. **Industrial experience** should be directed toward the identification and solution of practical problems in the applicant's area of engineering specialization. This experience should include engineering analysis of existing physical systems and the design of new physical systems. Experience in **construction** supervision must include use of engineering skills in assuring compliance with specifications and design. **Design** experience should include exposure to the formation of design problem statements and specifications, consideration of alternative solutions, feasibility considerations and detailed systems descriptions.*

This completed experience verification form is to be mailed directly to the Board Office in Jackson in the enclosed stamped addressed envelope. PLEASE SEAL THE ENVELOPE, SIGNING YOUR NAME ACROSS THE SEALED FLAP. Your assistance will be of value to the profession and your comments, except for the amount of verified experience, will remain confidential within this Board.

EXPERIENCE VERIFICATION

(To be completed and returned directly to the Board Office)

TO BE COMPLETED BY APPLICANT:

Applicant's Name: _____

Name of PE Supervisor: _____

Engineering experience to be verified for Engagement Number _____ where employed as

a _____ with the firm of _____
(title of position)

Dates of PE supervision from _____ to _____ Total Months: _____

TO BE COMPLETED BY PE SUPERVISOR:

1. Do you concur with the above applicant's title and time? _____ Yes _____ No

2. My contacts with the applicant were during the period of time from _____ to _____

3. Did you have review and approval authority over the applicant's engineering work? _____ Please explain your relationship with the applicant: _____

(continue on attached sheet if needed)

4. Please describe the applicant's duties & responsibilities in obtaining this experience (continue on attached sheet if needed):

5. Based on the Board's definitions of qualifying experience (refer to Page 1), please rank the applicant's experience:
_____ The work performed by the applicant definitely met the definition.
_____ Approximately _____% of the applicant's work met the definition.
_____ I do not have sufficient knowledge to answer.

6. Based on the Board's definitions of qualifying experience, _____ I do; _____ I do not recommend the applicant for licensure as a Professional Engineer.

7. Comments on applicant's qualifications to become a **licensed Professional Engineer** and to assume the responsibilities connected therewith: _____

8. I certify that the above statements are correct to the best of my knowledge, not made for the purpose of aiding an unqualified applicant to become licensed but with full realization of the responsibility toward the public where the safeguarding of life, health and property is concerned or involved.

Signature

Please Affix
PE Seal here

Today's Date, State(s) of Licensure, & PE #(s)

Character Reference Form

**MISSISSIPPI BOARD OF LICENSURE
FOR PROFESSIONAL ENGINEERS & SURVEYORS
660 North Street, Suite 400
JACKSON, MISSISSIPPI 39202
(601) 359-6160**

RE:

Dear Sir/Madam:

The individual whose name is given above has applied to this Board for licensure to practice PROFESSIONAL ENGINEERING in the State of Mississippi and has either given your name as a reference or has stated that he/she worked for or with you. Your assistance will be of value to the profession; and the information, except for the amount of verified experience, will remain confidential within this Board.

ANY PERSON SIGNING THIS STATEMENT WILL BE EXPECTED TO KNOW THE FOLLOWING:

This Board is required by law to obtain evidence of the good character and qualifications of applicants for licensure as engineers before registration. Statements by responsible persons with actual personal knowledge of the applicant's character and qualifications will be filed by the Board for consideration as evidence in such knowledge.

The Board emphasizes that evidence submitted on this forms should not be perfunctory or made for the mere purpose of aiding that applicant to be licensed. On the contrary, the execution of this statement by any person will be accepted by the Board as a deliberate act made with full knowledge of the responsibility toward the public interest involved.

In giving your answers, consider that licensure of professional engineers by the State of Mississippi is based on the following definitions given in Chapter 13, Title 73, Code of Mississippi 1972:

PROFESSIONAL ENGINEER - a person who has met the qualifications as required under Section 73-13-23(1) and who has been issued a certificate of registration as a professional engineer.

PRACTICE OF ENGINEERING – any service or creative work requiring engineering education, training, and experience in the application of special knowledge of the mathematical, physical, and engineering sciences to such services or creative work as consultation, investigation, expert technical testimony, evaluation, planning, design and design coordination of engineering works and systems, planning the use of land, air and water, performing engineering surveys and studies, and the review of construction for the purpose of monitoring compliance with drawings and specifications; any of which embraces such engineering services or work, either public or private, in connection with any utilities, water resources, structures, buildings, machines, equipment, processes, work systems, projects, communication systems, transportation systems, industrial or consumer products or equipment of control systems; or engineering services or work of a communications, mechanical, electrical, hydraulic, pneumatic, chemical, geotechnical (including geology and geohydrology incidental to the practice of engineer) geological, environmental, or thermal nature, insofar as they involve safeguarding life, health or property and including such other professional services as may be necessary to the planning, progress and completion of any engineering services.

Since the Board cannot consider an applicant for licensure or admit a candidate for examination until replies are obtained from these references, a prompt reply will expedite our handling of the applicant's request for licensure. A stamped return envelope is enclosed for your convenience in replying. PLEASE SEAL THE ENVELOPE, SIGNING YOUR NAME ACROSS THE SEALED FLAP.

Sincerely,
**MISSISSIPPI BOARD OF LICENSURE
FOR PROFESSIONAL ENGINEERS & SURVEYORS**

APPLICANT: Complete the shaded areas of this form and mail it to the verifying State Board with a stamped envelope addressed to: MS Board of Licensure for Professional Engineers & Surveyors, 660 North St., Suite 400, Jackson, MS 39202.

VERIFICATION OF LICENSURE

TO: Mississippi Board of Licensure for Professional Engineers & Surveyors

FROM:
(State Board
address)

**State Board
Responding:**
Mail this directly to
the MISS. Board office.
DO NOT return to
Applicant.

**APPLICANT
Name &
Address**

Date of Birth:

Social Security Number: - - - / - - /
(last four numbers)

I. THE ABOVE NAMED PERSON WAS LICENSED/ENROLLED AS:

	License No.	Date Issued	Valid Until
____ Engineer Intern	_____	_____	_____
____ Professional Engineer	_____	_____	_____
____ Surveyor Intern	_____	_____	_____
____ Professional Surveyor	_____	_____	_____

II. EXAMINATION

Exam	Hours	Results	NCEES	Exam Date	NCEES Cut-Score Used (if NO please explain)
FE	_____	_____	_____	_____	_____
PE	_____	_____	_____	_____	_____
FS	_____	_____	_____	_____	_____
PS	_____	_____	_____	_____	_____
State	_____	_____	_____	_____	_____

III. Has applicant ever been disciplined by your board or is disciplinary action pending? ___ Yes ___ No
If Yes, please supply full details of Board Action on reverse side or attach documentation.

Signed by: _____

Title: _____ (Board Seal)

Date: _____

PLEASE: If a fee is required, please notify the applicant, but DO NOT delay the processing of this form.