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South Carolina Department of Labor, Licensing and Regulation

Board of Registration for
Professional Engineers and Surveyors

www.llronline.com/POL/Engineers



Henry D. McMaster
Governor

Emily H. Farr
Director

Instructions for Online Application for Engineer-in-Training (EIT) Certification

ATTENTION:

The online application should be completed if you have met the educational requirements for certification, have passed the Fundamentals of Engineering (FE) Examination, **AND** you designated South Carolina as your FE exam state.

Education Requirement

Official transcripts must be sent directly to the Board office. It is the responsibility of the applicant to obtain the necessary documents. All transcripts from colleges and universities in the United States showing courses taken, degree(s) awarded, and date(s) of degree(s) must arrive at the Board Office in an envelope sealed and stamped by the Registrar. Electronic transcripts are accepted from the institution and may be emailed directly to the Board at Contact.EngLS@llr.sc.gov.

Applicants must hold a baccalaureate degree in an EAC/ABET accredited engineering curriculum or an EAC/ABET master's degree. For applicants with an EAC/ABET master's degree who do not have an approved undergraduate degree, the master's degree in this category will be accepted as the qualifying engineering degree. The Board will recognize the degrees of Master of Engineering or Master of Science in engineering in a program accredited by EAC/ABET at either the baccalaureate or master's level as fulfilling the education requirements per SC Code of Regulations, 49-200.

Applicants holding foreign engineering degrees or non-EAC accredited degrees must have the education evaluated by an acceptable education evaluation service prior to approval as an EIT. Official transcripts must be forwarded to the Board Office. Education evaluations may be conducted by NCEES (www.ncees.org) or the SC Board Independent Consultant. NCEES Credential Evaluations are accepted by other NCEES member board jurisdictions. The SC Board does *not* guarantee evaluations conducted by the Board Consultant will be accepted by other jurisdictions. Upon submittal of the application and receipt of the transcripts, you will receive additional information regarding the education evaluation.

Fee

There is NO application fee for EIT Certification.

Online Application:

You will be prompted to upload or mail in the following items:

- **Copy of driver's license**
- **Verification of Lawful Presence Form (Download this form and have it notarized)**
- **Notarized Affidavit of Attestation**
- **Copy of Social Security Card**

NOTARIZED AFFIDAVIT

I, _____, am the person described and identified, of good moral character, and the person named in all documents presented in support of this application. I certify that I have never been convicted of violating any Federal, State, Municipal or other law statute or ordinance, other than as disclosed as required within this application.

I have carefully read the questions within this application and have answered them completely, without reservations of any kind, and I declare that all statements made by me herein are true and correct to the best of my knowledge and belief.

Should I furnish any false, incomplete, or misleading information in this application, I hereby agree that such act shall constitute the cause for denial or revocation of my certification in South Carolina.

Applicant's Signature: _____ Date: _____

Sworn to and subscribed me this _____ day of _____, 20_____.

Notary Signature: _____

Print Name: _____

Notary Public for the State of: _____

Commission Expiration Date: _____

You can submit this page by either attaching it to the online application under the "Uploads" section OR by mailing this page to the Board. The mailing address for the Board is:

**SC Board of Registration for Engineers and Surveyors
PO BOX 11597
Columbia, SC 29211**

Please note that any illegible documents will not be accepted. If your upload is found to be illegible you will be asked to mail in the supporting document.



STATE OF SOUTH CAROLINA
DEPARTMENT OF LABOR, LICENSING AND REGULATION
VERIFICATION OF LAWFUL PRESENCE IN THE UNITED STATES
AFFIDAVIT OF ELIGIBILITY



Pursuant to Section 8-29-10, *et seq.* of the South Carolina Code of Laws (1976, as amended), the Department of Labor, Licensing and Regulation must verify that any person who applies for a South Carolina license is lawfully present in the United States. Complete and sign this affidavit of eligibility. The information provided is subject to verification.

Section A: LAWFUL PRESENCE in the United States.

The undersigned _____, of _____
(Print clearly First, Middle, and Last name) (Home Address, City, State, and Zip Code)
being first duly sworn deposes and states as follows:

Check only one box:

1. I am a United States citizen; or

2. I am a Legal Permanent Resident of the United States eighteen years of age or older; or

3. I am a Qualified Alien or non-immigrant under the Federal Immigration and Nationality Act, Public Law 82-414, eighteen years of age or older, and lawfully present in the United States.

4. Other: _____ Please submit any documentation that supports this status.

Date of Birth: _____

Alien Number: _____ I-94 Number: _____

(If you checked number 2, 3, or 4 you must attach a copy of your immigration documents. See instruction sheet for a list of accepted immigration documents.)

Section B: ATTESTATION.

I understand that in accordance with section 8-29-10 of the South Carolina Code of Laws, a person who knowingly and willfully makes a false, fictitious, or fraudulent statement or representation in an affidavit shall, in addition to other sanctions imposed by this State or the United States, be guilty of a felony, and upon conviction must be fined and/or imprisoned for not more than 5 years (or both).

I understand that the representations made in this Affidavit shall apply through any license(s) or renewals issued, and that I shall have an affirmative duty to immediately advise the Department of Labor, Licensing and Regulation of any change of my immigration or citizenship status.

I swear and attest the information contained herein is true and correct to the best of my knowledge. I understand that under South Carolina law, providing false information is grounds for denial, suspension, or revocation of a license, certificate, registration or permit.

Signature of Affiant

SWORN to before me this _____ day of _____, 20____

Notary Signature

Print Name

Notary Public for _____

My Commission Expires: _____

INSTRUCTION SHEET FOR COMPLETING AFFIDAVIT OF ELIGIBILITY

CHECK box 1:

If you are a United States Citizen by birth or naturalization

CHECK box 2:

If you are a Legal Permanent Resident and you are not a U.S. Citizen, but are residing in the U.S. under legally recognized and lawfully recorded permanent residence as an immigrant.

PROVIDE A COPY OF ALL IMMIGRATION DOCUMENTS.

CHECK box 3:

If you are a Qualified Alien. You are a Qualified Alien if you are:

An alien who is lawfully admitted for residence under the INA.

An alien who is granted asylum under Section 208 of the INA.

A refugee who is admitted to the United States under Section 207 of the INA.

An alien who is paroled into the United States under Section 212(d)(5) of the INA for a period of at least 1 year.

An alien whose deportation is being withheld under Section 243(h) of the INA (as in effect prior to April 1, 1997) or whose removal has been withheld under Section 241(b)(3).

An alien who is granted conditional entry pursuant to Section 203(a)(7) of the INA as in effect prior to April 1, 1980.

An alien who is a Cuban/Haitian Entrant as defined by Section 501(e) of the Refugee Education Assistance Act of 1980.

An alien who has been battered or subjected to extreme cruelty, or whose child or parent has been battered or subject to extreme cruelty.

PROVIDE A COPY OF ALL IMMIGRATION DOCUMENTS.

ACCEPTED IMMIGRATION DOCUMENTS:

Unexpired Reentry Permit (I-327)

Permanent Resident Card or Alien Registration Receipt Card With Photograph (I-551)

Unexpired Refugee Travel Document (I-571)

Unexpired Employment Authorization Card Which Contains a Photograph (I-766)

Machine Readable Immigrant Visa (with Temporary I-551 Language)

Temporary I-551 Stamp (on passport or I-94)

I-94 (Arrival/Departure Record) in Unexpired Foreign Passport

I-20 (Certificate of Eligibility for Nonimmigrant, F-1, Student Status)

DS2019 (Certificate of Eligibility for Exchange Visitor, J-1, Status)