



South Carolina Department of Labor, Licensing and Regulation
**South Carolina State Board of Registration for
Professional Engineers and Surveyors**
110 Centerview Dr. • Columbia • SC • 29210 (**overnight**)
P.O. Box 11597 • Columbia • SC 29211-1597 (**mailing**)
Phone: 803-896-4422 • Contact.ENGLS@llr.sc.gov • Fax: 803-704-6772
www.llr.sc.gov/eng

INSTRUCTIONS FOR APPLICATION FOR ADMITTANCE PRINCIPLES AND PRACTICE OF ENGINEERING (PE) EXAMINATION

NOTE: This application should be completed IF you have met the educational requirements for licensure **AND** have passed the Fundamentals of Engineering (FE) Examination. The Board may allow early admittance to the PE examination prior to completing four (4) years of work experience. *The early exam option does **NOT** apply to the 16-hour Structural Examination.*

Applicants for the Early PE Exam are only allowed three exam attempts. After three failed attempts, applicants must have the required four years of work experience, and complete the Application for Licensure by Exam packet, and certificate of study, in order to be considered for another exam attempt.

EDUCATION

The Early PE Exam option is **only** available to applicants with a baccalaureate degree in an EAC/ABET accredited engineering curriculum.

Official transcripts must be on file with 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.

FE EXAM VERIFICATION

If the Fundamentals of Engineering (FE) examination was taken in another state, it is the responsibility of the applicant to obtain verification of the examination in the other state. Verification of examination will be accepted on either the Board-approved form or one generated by another jurisdiction.

FEE

No application fee is required. Examination fees are determined by and should be paid to NCEES. Once approved by the Board, you will receive instructions to register and pay for the examination through NCEES.

RE-EXAMINATION

Repeat candidates for an examination should e-mail the Board at contact.engls@llr.sc.gov for approval to retake an examination. Please include a full name, date of birth, the last four digits of the social security number, and current mailing address to ensure proper enrollment. Applicants that have taken the examination more than twice must complete a Certificate of Study form in order to retake it. The Certificate of Study form is available online at https://llr.sc.gov/eng/Applications/Certificate_Of_Study.pdf

*After passing the PE examination **AND** obtaining qualifying experience, applicants may apply for licensure as a professional engineer.*

*The completed application can be mailed to P.O. Box 11597, Columbia, SC 29211 or emailed to:
Contact.EngLS@llr.sc.gov*



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**APPLICATION FOR ADMITTANCE TO PRINCIPLES AND PRACTICE OF
ENGINEERING (PE) EXAMINATION**
(Prior to completing four years of work experience)

Submit the following with your application to the above address:

- Copy of your valid Driver's License, State Issued ID or Passport
- Copy of your Social Security card

PERSONAL INFORMATION (Check preferred address below)

Applicant Name: _____

☐ Home Address: _____
Street or P.O. Box City, State Zip County

Home Telephone: _____ Email: _____

Business Name: _____

☐ Business Address: _____
Street or P.O. Box City, State Zip County

Business Telephone: _____ Business Email: _____

Date of Birth: _____ Social Security No.: _____

Race: _____ Gender: ☐ Female ☐ Male
(For statistical purposes only) (For statistical purposes only)

Have you taken and passed the Fundamentals of Engineering (FE) Exam? ☐ Yes ☐ No

If Yes: State: _____ Date: _____

Have you taken the Principles and Practice of Engineering (PE) Exam? ☐ Yes ☐ No

If Yes: State: _____ Date: _____

EDUCATION

School/College/University Location	Dates of Attendance (mo/day/yr to mo/day/yr)	Date or expected date of graduation	Degree received or expected (i.e., BSCE)

In what branch or branches of engineering do you consider yourself qualified by reason of education and/or experience? _____

ATTESTATION AND SIGNATURE

I, _____, am the person described and identified, and the person
(Print Name)

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 certify that all statements contained herein are true and correct to the best of my knowledge. I further understand that false or incorrect information provided by me may result in the cancellation of any license issued pursuant to this application.

I understand that passing the Principles and Practice of Engineering (PE) examination does not automatically qualify me for licensure in South Carolina. In order to be considered for licensure, all qualifications of S.C. Code of Laws, Section 40-22-220 must be satisfied.

Signature of Applicant

Date

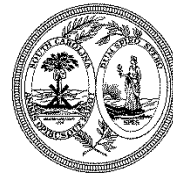
PRIVACY DISCLOSURE

South Carolina Law requires that every individual who applies for an occupational or professional license provide a social security number for use in the establishment, enforcement and collection of child support obligations and for reporting to certain databanks established by law. Failure to provide your social security number for these mandatory purposes will result in the denial of your licensure application. Social security numbers may also be disclosed to other governmental regulatory agencies and for identification purposes to testing providers and organizations involved in professional regulation. Your social security number will not be released for any other purpose not provided for by law.

Other personal information collected by the Department for the licensing boards it administers is limited to such personal information as is necessary to fulfill a legitimate public purpose. The South Carolina Freedom of Information Act ensures that the public has a right to access appropriate records and information possessed by a government agency. Therefore, some personal information on the application may be subject to public scrutiny or release. The Department collects and disseminates personal information in compliance with The South Carolina Freedom of Information Act, the South Carolina Family Privacy Protection Act, and other applicable privacy laws and regulations. Additionally, the Department shares certain information on the application with other governmental agencies for various governmental purposes, including research and statistical services.



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)