



## Exam Qualifications Committee

February 12, 2025 | 12:30 p.m.

### Virtually via Microsoft Teams:

[Join the meeting now](#)

Meeting ID: 221 145 185 805

Passcode: Hh7Du9FA

### Dial in by phone

[+1 564-999-2000,871002570#](#) United States,

Olympia

[\(833\) 322-1218,871002570#](#) United States (Toll-free)

Phone conference ID: 871 002 570#

### In-person:

Board of Registration for Professional Engineers and Land Surveyors

605 11th Ave SE, Suite 201

Olympia, WA 98501

**Committee:** Mike Harney, PE, Chair  
Maureen Jackson, PE  
Matthew Rasmussen, PE, PLS

**Support staff:** Ken Fuller, PE, Director  
Kristina Horton, PLS, Deputy Director  
Vonna Cramer, Licensing Lead  
Shanan Gillespie, Regulatory Board Manager

### Discussion topics

- PE by exam - ENG24002071
- PE by exam - ENG24002697
- PE by exam - ENG2402736
- PE by initial - ENG2403088
- PE by initial - ENG2403094
- PE by comity - ENG2403114
- PE application final edit review
- Decoupling progress update
  - Attestation examples NCEES
  - Guam response
  - MBA response
- Action item review from Dec 2024 committee meeting
  - Committee and staff to review language changes required for decoupling NCEES PE, PLS, and SE exams, including updates to RCW 18.43 and WAC 196-12. (*in progress*)
  - Committee to review experience and verification application forms to ensure alignment between NCEES record experience forms and WAC 196-12-020. (*in progress*)

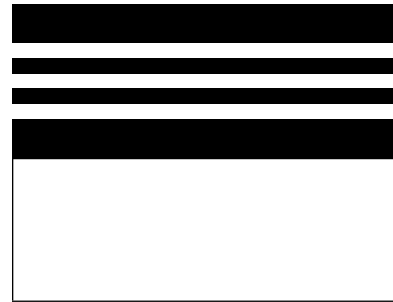
### Strategic Planning Items

- Review comity regulations for each profession and how they relate to other states
- Investigate decoupling all exams



BOARD OF REGISTRATION  
FOR PROFESSIONAL ENGINEERS  
& LAND SURVEYORS

## Professional Engineer Registration Application



Apply for a Professional Engineer license in Washington.  
Fees are non-refundable.

Online: <https://professions.dol.wa.gov>

Or by mail with a check or money order payable to BRPELS:

**Professional Engineers and Land Surveyors**  
**PO Box 3777**  
**Seattle WA 98124-3777**



23201-APPLICATIONS

For questions or help email [engineers@brpels.wa.gov](mailto:engineers@brpels.wa.gov) or call: (360) 664-1575

### Application type *(check one)*

- by General Application (exam or initial license)—\$65  
 by Comity (if you have a current license in another state)—\$110

Licenses are available for self-printing with an online account.  
If you want us to print and mail your license add a \$5 print fee for each copy to your payment.

- \$0 self-print license online.  
 \$5 each. DOL print and mail license. Quantity \_\_\_\_\_ Total \$ \_\_\_\_\_

### Applicant

TYPE or PRINT Name as you would like it to appear on your license		
Full legal name <i>(First, Middle, Last)</i>		
Social Security number* (or ITIN, Green Card, Canadian SIN)	Date of birth	
Military? <i>(check if applicable)</i> Current or former: <input type="checkbox"/> Military member <input type="checkbox"/> Military spouse or domestic partner		
Mailing address		
City	State	ZIP code
(Area code) Contact phone number	Email	
Branch of engineering		

\*You are not required to have a Social Security Number (SSN) or Individual Taxpayer Identification Number (ITIN or TIN) to apply for or be issued a license. If you do not have an SSN or ITIN, leave that section blank. If you do have a SSN, ITIN or TIN, you are required by federal and state law to provide it on the application (42 U.S.C. 666(a)(13) and RCW 74.20A.320).

### Legal background

Answer the following  
Answer the questions below. If you answer "Yes," attach a detailed explanation.

1. Within the last 5 years, in this state or any other jurisdiction, have you had any action (fine, suspension, revocation, censure, surrender, etc.) taken against any professional or occupational license, certification, or permit held by you? .....  Yes  No
2. Within the last 5 years, in this state or any other jurisdiction, have you defaulted, or been convicted of, or entered a plea of no contest to a gross misdemeanor or felony crime? (Don't include traffic convictions) .....  Yes  No

Applicant name \_\_\_\_\_

**Certification**

Answer the following

1. Are you having a NCEES experience record sent? .....  Yes  No  
 If yes, please provide NCEES record number: \_\_\_\_\_
2. Do you authorize any business associates (past and present) and any governmental agencies (local, state, or federal) to release to BRPELS any information, files, or records which may be required for a background investigation? .....  Yes  No
3. Do you understand that if you provide any false information in this application we may deny, suspend, or revoke your license to practice in Washington? .....  Yes  No

**Education**

Name and location of colleges, universities, technical schools attended	Dates of attendance		Curriculum	Degree/Date
	From	To		

**Previous and current registration**

Answer the following

- FE exam in state of \_\_\_\_\_ NCEES exam?  Yes  No
- PE exam in state of \_\_\_\_\_ NCEES exam?  Yes  No
- Go online to [account.ncees.org](http://account.ncees.org) and follow the instructions to request license/exam verification.
  - If your state board is not listed on this site, contact them to request verification be sent to us.
  - If you are requesting to waive the FE exam, please review [WAC 196-12-010](#) for requirements.

**Experience record summary**

List all your employers beginning with the most recent. Attach additional sheets if necessary.

- For full time employment of 32 or more hours/week indicate "FT". For part time under 32 hours/week indicate "PT".
- If the work is not to be verified, indicate "No." Any experience not verified will not be counted toward the experience requirement.

	Time period (begin with most recent) From (month-year) To (month-year)	Employer	Full time or part time?	Verification to be included (Y/N)
1				
2				
3				
4				
5				
6				
7				

I declare under penalty of perjury under the law of Washington that the foregoing is true and correct.

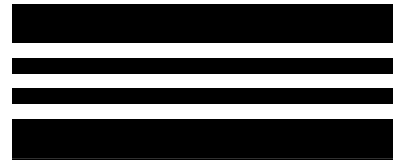
\_\_\_\_\_  
TYPE or PRINT Name

**X**

\_\_\_\_\_  
Applicant signature

\_\_\_\_\_  
Date and place

**Providing any false information in this application may be cause for denial, suspension, or revocation of your professional license in the state of Washington.**



This is a required supporting document for a professional engineering license application.

**Applicant:** complete sections 1 and 2

**Verifier:** complete section 3

For questions email [engineers@brpels.wa.gov](mailto:engineers@brpels.wa.gov) or call: (360) 664-1575

### Applicant instructions

- Complete sections 1 and 2
- Send a copy of this form (with section 1 and 2 completed) to each of your verifiers. Your verifiers must complete section 3 and send it back to you in a sealed envelope (don't open). Or they can email it to: [engineers@brpels.wa.gov](mailto:engineers@brpels.wa.gov)
- When you have all your forms back from your verifiers, mail the sealed envelopes to:  
**Board of Registration for Professional Engineers and Land Surveyors**  
**PO Box 9025**  
**Olympia WA 98507-9025**



**Work experience** must be gained under the direct supervision of a professional engineer (PE).

### 1 Work experience information (applicant complete this section)

Applicant name		
Former name (If applicable)		Branch applying for
Address, City State, ZIP code		
Employed by		
Dates of employment (From, To)	Average hours per week	Supervisor name

### 2 Work experience details (applicant complete this section)

Give details about the work you did for each section. One sentence descriptions are not acceptable. The work should:

- be progressive in difficulty and magnitude
- show sufficient breadth and scope
- reflect your ability to design and apply engineering principles where your judgments and decisions are trusted and relied upon

Describe your experience

A. Formulating conclusions and recommendations.

Applicant name \_\_\_\_\_

**2 Work experience descriptions** Ptcontinued

Describe your experience

B. Identifying design and/or project objectives.

C. Identifying possible alternative methods and concepts.

D. Defining performance specifications and functional requirements.

E. Solving engineering problems.

F. Interacting with professionals from other areas of practice.

G. Effectively communicating recommendations and conclusions.

H. Demonstrating an understanding and concern for energy/environmental considerations and sustainability of resources.

Applicant name \_\_\_\_\_

Applicant mailing address \_\_\_\_\_

**Verifier instructions**

- Refer to the applicant's information in sections 1 and 2 to answer the questions below.
- When you complete the form:
  - Put the form in an envelope
  - Seal the envelope and sign across the flap
  - Return the sealed envelope to the applicantOr you can scan and email it directly to: [engineers@brpels.wa.gov](mailto:engineers@brpels.wa.gov)

**3 Work experience verification** Supervisor/verifier complete this section. All sections must be completed.

PRINT or TYPE Verifier's name		Title	
(Area code) Phone number		Email	
State where you are licensed	Registration/license number	Issue date	Expiration date

Answer the following  
Were you registered as a professional engineer at the time you supervised the applicant? . . . . .  Yes  No

Describe your level of supervision over the applicant's work:

If you are not the applicant's supervisor, please explain your working relationship to the applicant and how you are able to provide this verification:

Check the work experience categories in which you believe the applicant is competent and prepared to be examined for admission to the profession:

- A. Formulating conclusions and recommendations
- B. Identifying design and/or project objectives
- C. Identifying possible alternative methods and concepts
- D. Defining performance specifications and functional requirements
- E. Solving engineering problems
- F. Interacting with professionals from other areas of practice
- G. Effectively communicating recommendations and conclusions
- H. Demonstrating an understanding and concern for energy/environmental considerations and sustainability of resources

How does the applicant's description of experience, including the scope and complexity of the work, match your evaluation?

Applicant name \_\_\_\_\_

**3 Work experience verification** Ptcontinued

Answer the following  
How long have you been the applicant's supervisor?... \_\_\_\_\_ years/months

Give a brief description of a typical project for which the applicant made engineering judgments and decisions and of the character of the duties required by the project.

*I declare under penalty of perjury under the law of Washington that the foregoing is true and correct.*

\_\_\_\_\_  
TYPE or PRINT Verifier's name

**X**  
\_\_\_\_\_  
Verifier's signature

\_\_\_\_\_  
Date and place

**Please affix your stamp or seal in the space below.** If no seal or stamp is available, attach a copy of your current license. **If the stamp or license cannot be provided, provide a detailed explanation.**



Current NCEES message:

**Exam registration and authorization**

**First-time applicants:** Examinees must first apply to the [Washington board](#) for approval to sit for the exam. Visit the board's website for instructions on the approval process. After the board has notified you of your approval, register online with NCEES to reserve your seat for the exam.

**Repeat applicants:** Effective January 3, 2022, the Washington Board no longer requires examinees to reapply for reexamination. Register online with NCEES to reserve your seat for the exam.

[register](#)

Staff examples:

Application to the Washington State Board is not required before examination. However, you must have passed the FE exam and have that information available in your account as follows:

- If you took the FE exam from October 2010 through the present, your passing results will show in your exam history. You will be automatically approved.
- If you took the FE exam before October 2010, you must request for your FE exam to be verified in your account. To accomplish this, look on the right side of your dashboard when you log in, where there will be a link to Exam Verification. Click on Request Verification at the top of the page and follow the steps to request your state board where you took and passed the exam. Keep in mind that some state boards require ample time to process the verification, and plan accordingly.

Once both the NCEES Fundamentals Examination (FE) and the Principles & Practice Examination (PE) are passed, and you meet the board's requirements then applications for licensure may be submitted to the Board.

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All WA PE exam applicants must attest to the following statements before they can proceed with registering for and scheduling an exam:

1. *I have passed the NCEES Fundamentals of Engineering examination.*
2. *I acknowledge and understand that passing this NCEES PE examination does not guarantee future licensure in any state or jurisdiction.*
3. *I understand that once I pass the NCEES PE exam, and have earned the necessary qualifying experience, I am required to apply directly to the WA PE Board to continue the initial licensure process by submitting the required application and fees, along with all documentation as required by the Board.*



Hafa Adai from Guam Cramer,

In response to your email, please see below:

1. Does your Board license according to discipline? Yes
  - o If yes, is the California seismic exam a requirement for all disciplines? – (\*)CSCS Required if initial CE license obtained after (\*)**Oct 1995-**
2. How is the exam administered? *Refer to item 5.*
3. How often, or how many times, are applicants allowed to take the exam? *Refer to item 5.*
4. What laws or rules support the use of the California seismic exam?

**Based on: §32113(a)(1)(D)(E) 22 GCA, Ch. 32 General Requirements for Registration**

**[X] (D) Comity or Endorsement** - *A person whose qualification meets the requirements of this Chapter may, upon application, be registered as a professional engineer identical to his active engineer registration in other jurisdictions if the person meets all the requirement below:*

(i) *Applicant holds a current certificate of registration in the practice of engineering issued by a proper authority of jurisdiction or possession of the United States, DC or any foreign country, based on requirements that do not conflict with the provisions of this Chapter from which a certificate of registration is recognized by the NCEES and possessing credentials that are, in the judgment of the Board, of a standard not lower than specified in the applicable section of this chapter in effect in Guam at the time such certificate was issued, may, upon application, which may include a Council Record with NCEES, be registered or licensed without further examination, except as required to present evidence of knowledge of statutes, rules, and design requirements unique to this jurisdiction, provided that:*

(ii) *Applicant holds a current valid certificate issued by the NCEES.*

(iii) *The applicant passes the California Special Civil Seismic examination  
(for Civil Engineers applicants only);*

(iv) *The applicant passes the FE (for applicants with FE waivers from other jurisdictions); and*

(v) *The applicant maintains current registration with at least one (1) other jurisdiction, the District of Columbia, a*

*territory or a possession of the United States.*

(vi) *A person holding an active Council Records with the NCEES, whose qualifications as evidenced by the Council Record meet the requirements of this Chapter, may, upon application, be licensed or registered without further examination, except as required to examine the applicant's knowledge of statutes, rules and design requirements unique to its jurisdiction, provided the applicant passes the California Special Civil Seismic (CSCS) examination (for Civil Engineering applicants only).*

- o Were any law or rule changes required to implement it? Yes.

5. How is the process handled? Board approval is required. *Once payment is made to the Guam Board, we advise the California Board to proceed with an invitation to sit and take the CSCS Exam.*
- *Is the exam computer-based (CBT)? Yes, This exam is prepared by the California Board. It is offered year-round via computer-based tests (CBT). The CSCS exam is currently administered by Prometric.*
  - *If not, are the exams sent back to California for grading? California cc's our results. We, in turn, advise the candidate accordingly.*
  - *If so, what is the typical turnaround time for results? 2 weeks, if not sooner.*

Hope this helps in your endeavors.

Regards,

Marie

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The Guam Board of Registration for PEALS  
ITC Building  
590 S. Marine Corps Drive, Suite 511  
Tamuning, GUAM 96913  
(671) 646-3113  
[Marie.Villanueva@peals.guam.gov](mailto:Marie.Villanueva@peals.guam.gov)

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Comments

CA	Yes	
OR	No	
IL	No	
Guam	Yes	
WY	No	
WV	No	
MN	No	
NV	No	
MS	No	
HI	No	
Puerto Rico	No	
AZ	No	
AR	No	
AL	No	
NY	No	
LA	No	
TX	No	does not license SE or use the seismic exam
NC	No	has no seismic exam
PA	No	
RI	No	
OH	No	
KS	No	