



BOARD FOR PROFESSIONAL ENGINEERS, LAND SURVEYORS, AND GEOLOGISTS
 2535 Capitol Oaks Drive, Suite 300, Sacramento, California, 95833-2944
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 www.bpelsg.ca.gov



EXAM REFILE APPLICATION

FOR LICENSING AS A Professional Land Surveyor

| <i>For Office Use Only</i> | |
|------------------------------------|-------|
| ATS ID # | _____ |
| Date Rcd. | _____ |
| Amount | _____ |
| Receipt # | _____ |
| Mil. <input type="checkbox"/> Yes | |
| Total Due to Board \$ _____ | |

- Application Fee: \$125** (Non-refundable)
- NCEES PS Exam** (See <http://ncees.org/exams/> for additional exam fees.)
- California Land Surveying Exam: \$150**

Exam Cycle: _____ Year _____

MAKE ONE CHECK OR MONEY ORDER PAYABLE TO DEPARTMENT OF CONSUMER AFFAIRS (DCA)

IF you have not done so already, submit your Live Scan form (CA) or Fingerprint Cards. See [FAQs](#) for more information.

PLEASE CHECK THE BOARD'S WEBSITE FOR FINAL FILING DATE

Section 1

General Information

| | | | |
|---------------------------|--------------------------------|----------------------------|----------|
| NCEES ID: | CA BOARD ID: <i>(If Known)</i> | LAST 4 DIGITS SSN OR ITIN: | |
| LAST | FIRST | MIDDLE | |
| ADDRESS OF RECORD | CITY | STATE | ZIP CODE |
| EMAIL ADDRESS (Required): | | | |
| BIRTH DATE (MM/DD/YYYY) | DAYTIME PHONE | ALTERNATE PHONE | |

Applicants taking the NCEES PS Exam MUST register with NCEES at: <http://ncees.org/exams/state-pages/california-exam-registration/>.

Applicants will be notified to register, **pay a separate exam administration fee** and schedule an exam date with Prometric, Inc. for the California Land Surveying Exam approximately four weeks prior to the exam.

Please check the Board's website for final filing date. Applicants are strongly encouraged to submit applications at the earliest possible date. Applications are processed in the order received.

I CERTIFY UNDER PENALTY OF PERJURY UNDER THE LAWS OF THE STATE OF CALIFORNIA THAT THE INFORMATION ON THIS APPLICATION IS TRUE AND CORRECT TO THE BEST OF MY KNOWLEDGE.

Handwritten Signature – Required to Process Application

Date

Board Use Only

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|--|--|--|

USE TYPEWRITER OR FILL OUT FORM ONLINE, PRINT, SIGN AND MAIL THIS APPLICATION. HANDWRITTEN FORMS WILL NOT BE ACCEPTED

Section 2 Military Service

Are you currently or have you previously served in the military? Yes No

Are you relocating to California as a result of your spouse's/domestic partner's active duty military orders?

Yes No

(If you answered "No" to the question above, please proceed to Section 3.)

Pursuant to Business and Professions Code Section 115.5, the Board shall expedite the licensure process for an applicant who is married to or in a domestic partnership or other legal union with an active duty member of the U.S. Armed Forces who is assigned to a duty station in California under official active duty military orders and who holds a current license in another state, district or territory of the U.S. in the profession for which he or she is seeking licensure. If you would like to be considered for the expedited review process, provide the following documentation:

- 1) A copy of the marriage certificate or certified declaration/registration of domestic partnership
- 2) A copy of military orders establishing duty station in California
- 3) A copy of the current license held in another state, district, or territory of the U.S.
- 4) Write, "MILITARY SPOUSE" on bottom left corner of the envelope to be expedited

Section 3 Background/Discipline

Pursuant to [Title 16, Division 5 of the California Code of Regulations Section 420.1](#), all applicants are required to furnish to the Department of Justice a full set of fingerprints for the purpose of conducting a criminal history record check and to undergo a state and federal level criminal offender record information search. For more information on fingerprinting, go to our Questions & Answers page at [FAQs](#).

| | | |
|---|------------------------------|-----------------------------|
| <p>Have you ever been convicted of or plead guilty or nolo contendere ["no contest"] to ANY offense in the United States or a foreign country? This includes every citation, infraction, misdemeanor, and/or felony that resulted in a conviction or a plea of guilty or nolo contendere. NOTE: Convictions that were adjudicated in the juvenile court or convictions under California Health and Safety Code sections 11357(b), (c), (d), (e), or section 11360(b) two years or older should NOT be reported. Convictions that were later expunged from the records of the court or set aside pursuant to Sections 1203.4, 1203.4a, or 1203.41 of the California Penal Code or equivalent non-California law MUST be disclosed.</p> | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| <p>Exclusive of juvenile court adjudications and criminal charges dismissed under Section 1000.3 of the California Penal Code or equivalent non-California laws, or convictions two years or older under California Health and Safety Code Sections 11357(b), (c), (d), (e), or Section 11360(b), have you had a conviction that was set aside or later expunged from the records of the court?</p> | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| <p>Is any criminal action pending against you, or are you currently awaiting judgment and sentencing following entry of a plea or jury verdict?</p> | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| <p>Have you ever had an engineering or land surveying related license denied, disciplined, suspended, surrendered, or revoked in any state (other than for lack of minimum qualification or failure of examination)?</p> | <input type="checkbox"/> Yes | <input type="checkbox"/> No |

If you answered "Yes" to any of the above questions, you must submit the appropriate certified court documentation and a statement of explanation for each criminal conviction on a separate sheet of paper.

NOTICE: Under the laws of the State of California, the State Board of Equalization and the Franchise Tax Board are allowed to share taxpayer information with the Board for Professional Engineers, Land Surveyors, and Geologists. The laws require a licensee to pay his or her state tax obligation, and his or her license may be suspended if the state tax obligation is not paid.

Applicant's Signature (Wet Signature Required) _____

Date: _____