FS Exam Application

DO NOT USE THIS FORM
if you are currently enrolled in, or are a graduate of an ASAC/ABET program. Go to **www.ncees.org** to register online.

1. Registration Qualifications

Contact your school for program accreditation information. This FS Exam Application is **ONLY** for candidates who are not enrolled in, or did not graduate from an ASAC/ABET program and who are taking an NCEES Fundamentals of Surveying examination **for the first time in Ohio**. **An incomplete application cannot be reviewed and will be returned.**

[ ] << *Your initials indicate that you have read the Registration Qualifications.*

2. $25.00 Nonrefundable Application Fee R.C. 4733.12, R.C. 4733.13, A.C. 4733-19

An application and fee is required for each exam cycle. A $25.00 nonrefundable application fee, using check or money order and made payable in U.S. funds to **Treasurer, State of Ohio**, is required. Credit card or online payment is not available.

[ ] << *Your initials indicate that you understand the $25.00 Nonrefundable Application Fee is required by law.* ***Applications including cash will be returned.***

3. Contact, Personal Information

The Board requires your full name as it will officially appear on any subsequent certificate of registration. **IMPORTANT!** We must assume your name is in U.S. order — first, middle, last. Initials may be used. Your name on this application, and any subsequent NCEES-administered examination registration, **must be the same**.

YOUR FULL NAME IN U.S. ORDER — FIRST, MIDDLE, LAST — INITIALS MAY BE USED

SUFFIX

MAILING ADDRESS LINE 1
P.O. Box is NOT acceptable

MAILING ADDRESS LINE 2 >> **ONLY if needed**

CITY

U.S. STATE, ZIP

CANADA PROVINCE, POSTAL CODE

COUNTY >> **REQUIRED if Ohio address**

COUNTRY >> **Only if NOT U.S. or Canada**

EMAIL ADDRESS

4. Required Photo

Your **REQUIRED** photograph must be securely attached within this 2" by 2" space.

Passport, or passport-style, photo is requested.

Required, by Ohio A.C. section 4733-17, is a permanent print of your recognizable face not less than ¾" wide.

U.S. SOCIAL SECURITY NUMBER
REQUIRED by Ohio R.C. section 3123.50

BIRTH DATE >> **MM/DD/YYYY**

TELEPHONE

5. Higher Education A.C. 4733-17

IMPORTANT! Non-ABET degrees must be evaluated before applying for an exam approval. Go to **www.peps.ohio.gov** for Board policy and degree evaluation information. Credit claimed must be supported by an official transcript from the institution. Applications filed without original transcripts cannot be reviewed until transcripts are received. Applications filed with non-ABET degrees cannot be reviewed without receiving an NCEES degree evaluation.

INSTITUTION **College or university**	FROM **MM/YY**	TO **MM/YY**	GRADUATED **MM/YY**	DEGREE EARNED **Board-approved degree ONLY**

6. Surveying courses worksheet attached? REQUIRED FOR APPLICANTS WITH CIVIL ENGINEERING DEGREE

☐ No ☐ Yes: the surveying courses worksheet, PES 1012, is included with this application.

7. Disciplinary Actions R.C. 4733.20

FELONY, MORAL TURPITUDE Have you been convicted, found guilty, pled guilty or received treatment in lieu of conviction for a felony or any offense involving moral turpitude in Ohio or another U.S. state or jurisdiction?

☐ No ☐ Yes If **YES**, provide a written statement, signed and dated, explaining the incident(s) and attach statement(s) and supporting documentation to this application. Documentation should include, but is not limited to, court and police records.

LICENSE, REGISTRATION Have you had a disciplinary action involving a professional or vocational license, or registration, or had an application for the same denied in Ohio or another U.S. state or jurisdiction?

☐ No ☐ Yes If **YES**, provide a written statement, signed and dated, explaining the incident(s) and attach statement(s) and supporting documentation to this application.

8. Disclosure Statement, Privacy Notice

DISCLOSURE STATEMENT The State Board of Registration for Professional Engineers and Surveyors is requesting disclosure of information that is necessary to accomplish our statutory purpose as required by Chapter 4733 of the Ohio Revised Code and the Ohio Administrative Code. Failure to provide required information may result in your application approval being delayed or in your application being returned.

PRIVACY NOTICE Most documents and records maintained by the state of Ohio are public records under Ohio law. This means that information submitted to us from you may be subject to disclosure if there is an official public records request. **EXCEPTIONS:** Your U.S. social security number and any college transcripts submitted to the Board are **NOT** public records and cannot be released through a public records request.

☐ << *Your initials indicate that you have read the Disclosure Statement, Privacy Notice.*

9. Notarized Affidavit R.C. 4733.09

Important! State, county, applicant and notary names, signatures and dates must be completed or application will be returned.

STATE OF _____ COUNTY OF _____ } ss.

I, _____ [APPLICANT PRINTED NAME], being the duly sworn, or affirmed applicant, say that my statements in this application are true to the best of my knowledge and belief.

APPLICANT SIGNATURE _____ DATE SIGNED _____

Subscribed and sworn, or affirmed, to me this

_____ day of _____ , _____ .

Witness my hand and seal hereon.

NOTARY SIGNATURE _____ MY COMMISSION EXPIRES _____

NOTARY SEAL NOTARY SEAL

Deliver your completed **FS Exam Application** with fee to:

Ohio

FS EXAM APPLICATION
STATE BOARD OF REGISTRATION FOR
PROFESSIONAL ENGINEERS AND SURVEYORS
50 W BROAD ST STE 1820
COLUMBUS OH 43215-5905

Questions?

EMAIL **pes.board@pes.ohio.gov**
(614) 728-3059 FAX
(877) 644-6364 U.S. TOLL FREE
(614) 466-3651 COLUMBUS METRO

BOARD USE ONLY

1012

Surveying Courses Worksheet

This Surveying Courses Worksheet must be completed by applicants seeking eventual registration in Ohio as a Professional Surveyor who do **not** have a B.S. degree in surveying. Ohio R.C. section 4733.11 (B) allows an applicant with an EAC/ABET-accredited B.S. degree in Civil Engineering (B.S.C.E.) to be eligible for eventual registration as a Professional Surveyor if the applicant has completed 16 semester hours (or 24 quarter hours) of Board-approved surveying courses, including at least 6 semester hours (or 8 quarter hours) of courses in property surveying. The course category requirements are listed below. **This form must be accompanied by original transcripts showing a B.S.C.E. degree and completion of the courses listed herein.** Underline the surveying courses on your submitted transcripts.

YOUR FULL NAME IN U.S. ORDER — INITIALS MAY BE USED
FIRST, MIDDLE, LAST

U.S. SSN
LAST 4 ONLY

DATE SUBMITTED
MM/DD/YYYY

List courses in correct categories

Must have at least one course in each of the first five categories

COURSE TYPE	COURSE NUMBER	COLLEGE OR UNIVERSITY	TOTAL CREDIT HOURS SEM ▼	TOTAL CREDIT HOURS QTR ▼	BOUNDARY SURVEYING CREDIT SEM ▼	BOUNDARY SURVEYING CREDIT QTR ▼
Boundary surveying courses[1]						
Control surveying[2]						
Historic development of Ohio surveying						
Route or construction surveying[3]						
Ohio minimum standards laws and ethics						
Upper level surveying courses[4]						
		Totals	0.00	0.00	0.00	0.00

[1] Must include colonial and public land surveying methods and legal description writing
[2] Must include Ohio state plane coordinate system
[3] If Construction surveying, must contain horizontal and vertical curve topics
[4] List any upper level courses

SEM ▲ QTR
Must be at least 16 semester hours or 24 quarter hours

SEM ▲ QTR
Must be at least 6 semester hours or 8 quarter hours

IMPORTANT! This surveying courses worksheet assumes that all required college/university prerequisites to the issued courses and/or subject areas were completed in the B.S.C.E. program. Courses such as surveying fundamentals, computer, and CAD courses not part of the B.S.C.E. program, may be required as bridge work by the academic institution offering the required courses in the form of a certification program.

Ohio

SURVEYING COURSES WORKSHEET
STATE BOARD OF REGISTRATION FOR
PROFESSIONAL ENGINEERS AND SURVEYORS
50 W BROAD ST STE 1820
COLUMBUS OH 43215-5905

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