STATE OF MISSOURI
DIVISION OF PROFESSIONAL REGISTRATION
BOARD FOR ARCHITECTS, PROFESSIONAL ENGINEERS, PROFESSIONAL LAND SURVEYORS
AND PROFESSIONAL LANDSCAPE ARCHITECTS (APEPLSPLA)

APPLICATION FOR ENROLLMENT AS AN ENGINEER INTERN

3605 MISSOURI BLVD., SUITE 380
JEFFERSON CITY, MO 65109
TELEPHONE: 573/751-0047
FAX: 573/751-8046
moapeplspla@pr.mo.gov
https://pr.mo.gov/apelsla.asp

INSTRUCTIONS - PLEASE READ CAREFULLY

Before beginning to prepare your application, read it through and be sure that you understand each part before typing in the required information.

All information requested on this form must be typewritten.

The application will not be processed unless all required information is furnished.

We do not accept applications by fax or email.

If you are enrolled in an another state, do not complete this application.

Proof of graduation must be submitted in the form of an official transcript of grades. The transcript shall be forwarded directly to the Board office by the University. **A photocopy of diploma or record of grades is NOT acceptable.**

If you hold a degree in engineering which is not ABET accredited and the degree has been evaluated by NCEES Credentials Evaluations, the evaluation report must be sent directly from NCEES to the Board office.

Once you have completed the entire application form and affidavit, check to see if you have signed your name in all spaces required. Mail your application for Missouri Board for Professional Engineers, 3605 Missouri Blvd., Suite 380, Jefferson City, MO 65109. Please include your application fee of $10 in the form of a check or money order drawn on a United States bank. Per Board Rule 20 CSR 2030-6.010 fees are nonrefundable.

It is your responsibility to keep a copy of the application for your files.

An application pending review will be retained for a period of one year from the date it was originally received.

Completed applications are processed in the order of receipt in as timely a manner as possible. Processing time varies depending on the volume of applications awaiting review and a specific enrollment date cannot be projected.

QUALIFICATIONS FOR ENROLLMENT AS AN ENGINEER INTERN

1. An applicant must meet one of the following education requirements:
   - A graduate of and holds a degree in engineering from an ABET accredited school of engineering: *NOTE: A degree in engineering is required. Technology degrees, including ABET accredited technology degrees, are not accepted.*
   - A graduate of a foreign school of engineering; degree has been evaluated by NCEES Credentials Evaluations and found to meet the NCEES Engineering Education Standard.
   - A graduate of an engineering education program that is not ABET accredited and not deemed substantially equivalent and has earned a graduate engineering degree from a United States school with an EAC/ABET accredited undergraduate or graduate program in an equivalent discipline.
2. An applicant must have taken and passed the NCEES Fundamentals of Engineering Examination.

EVALUATION OF NON ACCREDITED ENGINEERING DEGREE

- **FOREIGN-EDUCATED APPLICANTS**

  A foreign educated applicant holding a bachelor of engineering degree not accredited by the Accreditation Board for Engineering and Technology (ABET) is required to submit a **favorable** evaluation report completed by NCEES Credentials Evaluations. An application for evaluation of a bachelor of engineering degree may be obtained by accessing NCEES Credentials Evaluations web site; **www.ncees.org** or you may call 864-654-6824. Once you have satisfied the requirements, you may complete the standard application form and submit it to the Board office for consideration.

- **U.S. NON-ABET ACCREDITED DEGREE APPLICANTS**

  NCEES Credentials Evaluations will evaluate a non accredited U.S. engineering degree only when coupled with a master's degree or doctorate from a program that is EAC/ABET accredited at the undergraduate or graduate level. The application for evaluation of an engineering degree may be obtained by accessing NCEES Credentials Evaluations website; **www.ncees.org** or you may call 864-654-6824. Once you have satisfied the requirements, you may complete the standard application form and submit it to the Board office for consideration.

SOCIAL SECURITY NUMBER DISCLOSURE NOTICE

You must provide your social security number pursuant to state and federal law.

The licensing authorities will continue their practice of using social security numbers for the following purposes:

(1) for internal identification purposes;

(2) to conduct criminal record checks (discovery of relevant criminal history may result in denial of your application, conditioned licensure or the filing of a disciplinary action against you);

(3) to verify information provided by you in your application (discovery of false information in your application may result in denial of your application, conditioned licensure or the filing of a disciplinary action against you);

(4) to verify licensure with another state's licensing authority for reciprocity licensure;

(5) for identification purposes in national disciplinary databases (the discovery of a disciplined license in another state may result in denial of your application, conditioned licensure or the filing of a disciplinary action against you);

(6) for test identification purposes.

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INSTRUCTIONS - PLEASE READ BEFORE PREPARING APPLICATION

ALL INFORMATION REQUESTED ON THIS FORM MUST BE TYPEWRITTEN

Proof of graduation must be submitted in the form of an official transcript of grades. The transcript shall be forwarded directly to the Board office by the University. **A photocopy of diploma or records of grades is NOT acceptable.**

Refer to instructions for assistance in completing the application.

Attach application filing fee of $10 in the form of a check or money order drawn on a United States bank. Per Board Rule 20 CSR 2030-6.010, fees are nonrefundable.

FOR APEPLSPLA USE ONLY

NUMBER

Applicant must insert a professional photograph taken within the last 5 years. This application will not be filed unless your photograph is inserted in this space.

Use bust photo approximately 2 1/2 x 3 inches, with signature across bottom of photo.

PERSONAL DATA

FIRST NAME	MIDDLE NAME	LAST NAME	SUFFIX	MAIDEN NAME	**PREFERRED NAME FOR ENROLLMENT CERTIFICATE**

MAILING ADDRESS STREET	APT. NO.	CITY	STATE	ZIP CODE

TELEPHONE NO.	E-MAIL ADDRESS - REQUIRED	SOCIAL SECURITY NO. - REQUIRED

BIRTHPLACE (CITY AND STATE)	DATE OF BIRTH	CITIZENSHIP

Lawful Presence: Pursuant to 8 U.S.C.A §1621, an individual must be lawfully present in the United States in order to obtain a license from the Missouri Board for Architects, Professional Engineers, Professional Land Surveyors and Professional Landscape Architects. If you are a United States citizen, please provide a copy of your birth certificate or U.S. passport. If you are not a United States citizen, you must be lawfully present pursuant to a visa or other authority of the United States, 8 U.S.C.A §1621 and provide a copy of the documentation allowing for your lawful presence.

CITIZENSHIP
- ☐ United States
- ☐ Foreign

PROOF OF CITIZENSHIP (SELECT ONE)
- ☐ U.S. Birth Certificate
- ☐ U.S. Naturalization
- ☐ Passport
- ☐ Real ID

FOREIGN CITIZENS PROOF OF LAWFUL RESIDENCY:
- ☐ F1 Student Visa
- ☐ H1B Visa
- ☐ Permanent Resident Card Expired - Extension Granted
- ☐ U.S. Permanent Resident Card
- ☐ Visa with stamped date of U.S. Entry

(proof of lawful presence must be attached)

EDUCATION - BACHELOR OF SCIENCE DEGREE IN ENGINEERING

NAME OF UNIVERSITY	ADDRESS

B.S. DEGREE - ENGINEERING DISCIPLINE	DATE OF GRADUATION

EDUCATION - GRADUATE DEGREE IN ENGINEERING (IF APPLICABLE)

NAME OF UNIVERSITY	ADDRESS

DEGREE - ENGINEERING DISCIPLINE	DATE OF GRADUATION

NCEES FUNDAMENTALS OF ENGINEERING EXAMINATION

DATE FE EXAMINATION PASSED	NCEES EXAM I.D. NO.	STATE

RECORD OF CHARGES, CONVICTIONS AND FINES IMPOSED ON APPLICANT

	YES	NO
Have you been charged or finally adjudicated and found guilty, or entered a plea of guilty or nolo contendere, in a criminal prosecution under the laws of this or any other state or of the United States whether or not sentence was imposed including suspended imposition of sentence, suspended execution of sentence and misdemeanor charges? **If "YES", please submit a copy of the charges, findings and order with this application.**	☐	☐
In any other licensing jurisdiction, have you been the subject of disciplinary action, or entered into any type of settlement agreement, providing for any limitation on your ability to practice, or monetary penalty or payment of costs? **If "YES", please submit a copy of the charges, findings, and order with this application.**	☐	☐
Are you currently working in the engineering field at this time? If not, state present occupation:	☐	☐

AFFIDAVIT

Pursuant to Section 324.010 RSMo:

☐ **CHECK THIS BOX ONLY IF IN ALL OF THE LAST 3 YEARS: YOU WERE NOT A MISSOURI RESIDENT, YOU DID NOT HAVE ANY MISSOURI INCOME, AND YOU ARE NOT SUBJECT TO ANY TYPE OF MISSOURI INCOME TAX.**

False statements are subject to criminal penalties and/or license discipline.

If you have any questions regarding taxes contact the Department of Revenue at 573-751-7200 or e-mail income@dor.mo.gov.

CERTIFICATION AND SIGNATURE

I, the applicant named in this application have read the contents herein and certify that to the best of my knowledge and belief all statements herein contained are true.

NAME (TYPE OR PRINT)	
SIGNATURE	DATE

PURSUANT TO SECTION 42.051, RSMo	YES	NO
1. Have you ever served on active duty in the Armed Forces of the United States and separated from such service under conditions other than dishonorable?	☐	☐
2. If yes, would you like to receive information and assistance regarding veterans benefits and services?	☐	☐
3. If yes, may the agency share your contact information with the Missouri Veterans Commission to provide such information? General information may also be found at the Missouri Veterans Commission's website.	☐	☐