670 Hawthorne Avenue, SE
Suite 220
Salem, Oregon 97301

tel. 503.362.2666
email: osbeels@osbeels.org
Web: www.oregon.gov/osbeels

Fundamentals of Engineering (FE)/Fundamentals of Land Surveying (FLS)
Instructions for Filling Out the
Application for Examination Based on Senior Standing in an Accredited Baccalaureate Program (Short Form)

The following instructions are provided to assist in completing the application.

PLEASE READ the applicable Oregon Revised Statutes (ORSs) and the Oregon Administrative Rules (OARs). To locate the ORSs and the OARs, visit our Web site at www.oregon.gov/osbeels. Click on the "Revised Statutes" link for the ORSs. Click on the "Administrative Rules" link for the OARs.

PLEASE NOTE: Verification of current enrollment in the senior year of an accredited qualifying baccalaureate program must accompany the application package. If this form is not complete or a verification of enrollment is not included, the application package will be deemed incomplete and will not be considered.

It is the applicant's responsibility to review these requirements before applying to the Board.

Who Should Fill Out the FE/FLS Short Form Application?

Individuals who are in the senior year of an accredited qualifying baccalaureate program.
For more information, please review OAR 820-010-0219.

Application Fees

There are no fees associated with applying for the FE/FLS in Oregon. However, NCEES does charge examination registration fees. Please visit www.ncees.org for more information.

General Instructions

Step 1: Complete the application form.

Step 2: Put completed form and a verification of enrollment in a single package for mailing.

Step 3: Send application package to the Oregon State Board of Examiners for Engineering and Land Surveying:
OSBEELS
670 Hawthorne Avenue, SE
Suite 220
Salem, OR 97301

Step 4: Once you are approved for the exam, you will receive an email with information on how to register with NCEES. If correspondence has not been received from OSBEELS within 15 days of submittal, please contact us.

Oregon
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FOR ENGINEERING &
LAND SURVEYING

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Office Use Only - ID # .....

Office Use Only - Date Received:

Fundamentals of Engineering (FE)/Fundamentals of Land Surveying (FLS)
Application for Examination Based on Senior Standing in an Accredited Baccalaureate Program (Senior Standing)

Applicant Information

First name (personal name)	Middle name or initial	Last name (family name)

Name as you want it to appear on your wall certificate	Applying for which examination?
	☐ FE ☐ FLS

If you have a Social Security number Oregon law requires that it be used. Only use a Passport number if you don't have a Social Security number. If you don't have a Social Security Number, you must also fill out Section H of this application.

☐ Social Security # **OR**	☐ Passport #	Country issuing passport

Birth date (Mo/Day/Yr)	Where do you want correspondence mailed to?
	☐ Home address **OR** ☐ Business address

Home address (include any apartment number)			Home/Personal phone #
City	State or Province	Zip/Postal code	Home email address
Business name		Business phone #	Business fax #
Business address (include any suite number)			
City	State or Province	Zip/Postal code	Business email address

Address for public disclosure (As per Oregon Revised Statute (ORS) Chapter 192) ☐ **Same as mailing address**

City	State	Zip	

General Questions

Answer the following questions (see OAR 820-020-0045)		
Have you ever had any criminal convictions relating to the profession for which you are applying?	☐ Yes	☐ No
Have you ever had a professional engineering, land surveying or photogrammetric mapping registration denied, revoked, suspended, surrendered, stipulated, on probation, or been subject to any restriction or disciplinary action in any jurisdiction?	☐ Yes	☐ No
Are you currently practicing or offering to provide engineering, land surveying or photogrammetric mapping services for projects in Oregon?	☐ Yes	☐ No

If the answer is "yes" to any of the above stated questions, please submit a written explanation.

All information provided with your response will be considered public information unless required to be kept confidential by state or federal law.

Social Security Guidelines

As part of your application for an initial or renewed occupational, professional or recreational license, certification, or registration issued by OSBEELS, you are required to provide your Social Security Number to OSBEELS. This is mandatory. The authority for this requirement is ORS 25.785, ORS 305.385, 42 USC § 405 (c) (2) (C) (I), and 42 USC § 666 (a) (13). **Failure to provide your Social Security Number will be a basis to refuse to issue or renew the license, certification, or registration you seek.** This record of your Social Security Number will be used for child support enforcement and tax administration purposes (including identification) only, unless you authorize other uses of the number. Although a number other than your Social Security Number appears on the face of the licenses, certificates, or registrations issued by OSBEELS, your Social Security Number will remain on file with OSBEELS.

If, the United States Social Security Administration has not issued you a social security number, you must follow these guidelines:

a. form must be signed by you;

b. You are attesting to the fact that no social security number has been issued to you by the United States Social Security Administration; and

c. are acknowledging that knowingly supplying false information under this section is a Class A misdemeanor, punishable by imprisonment of up to one year and a fine of up to $6,250.

By providing the following signature, you are agreeing to comply with the guidelines listed above.

Signature	Date (Mo/Day/Yr)

I hereby certify under penalty of perjury that the information provided on this application is true and correct, and that the accompanying verification of enrollment is genuine. I am the applicant named in this application, I have read the contents thereof and, to the best of my knowledge and belief, the foregoing statements are true and correct in every respect.

Signature	Date (Mo/Day/Yr)

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Verification of Enrollment

(1) _____, is currently enrolled as a senior at
(Name of student - First, middle initial, last)

_____.
(Name of school)

(2) _____ ☐ is ☐ is not ABET accredited.
(Name of program)

(3) If the student named in section one (1) satisfactorily completes the courses for which that student is

currently enrolled, a _____degree will
(Degree type and program - e.g. Bachelor of Science in Engineering)

be conferred on the student on _____ (MM/DD/YYYY).
(Must be within 10 months of examination date to qualify for early examination)

_____ _____
Signature of school official *Printed name of school official*

_____ _____
Title of school official *Date*