



Louisiana Professional Engineering and Land Surveying Board

Application to Reinstate Expired Individual License (Expired for more than 120 days but less than 5 years)

INSTRUCTIONS

1. The application must be typed. We *do not* accept handwritten applications.
2. Do not leave any section blank; please state “not applicable” or “none” if such is the case.
3. Use a continuation sheet for any section as necessary.
4. Be sure to sign and date the application.
5. Mail or hand deliver the application and the applicable application fee shown below to:

**Louisiana Professional Engineering and Land Surveying Board
9643 Brookline Avenue, Suite 121
Baton Rouge, LA 70809-1433**

6. The application fee is non-refundable and must be submitted with the application. Enclose a check made payable to “LAPELS” in the amount of \$195. *Individuals reinstating both a professional engineer license and a professional land surveyor license must submit an application fee of \$195 for each license.*
7. *The application fee is **not a renewal fee**.* Upon receipt and approval of the application, your license will be placed in the current renewal cycle. Renewal invoices are mailed approximately five weeks prior to the expiration date of either March 31st or September 30th.
8. Your Professional Development Hour (PDH) Activity Log must accompany the application, along with all supporting documentation, substantiating the PDHs claimed for the most recent two-calendar year period.
9. The application must be accompanied by the applicable quiz answer sheets. The following quizzes are available online at www.lapels.com.

a. Professional Engineers must complete:

- i. Louisiana Laws and Rules Quiz www.lapels.com/docs/Applications/laws_rules_quiz.pdf
- ii. Louisiana Professionalism and Ethics Quiz www.lapels.com/docs/Applications/Prof_Ethics_Quiz.pdf

b. Professional Land Surveyors must complete:

- i. Standards of Practice for Boundary Surveys Quiz
http://www.lapels.com/docs/CPD/Standards%20of%20Practice/Standards_of_Practice_for_Boundary_Surveys_AR.pdf
- ii. Louisiana Laws and Rules Quiz www.lapels.com/docs/Applications/laws_rules_quiz.pdf
- iii. Louisiana Professionalism and Ethics Quiz
www.lapels.com/docs/Applications/Prof_Ethics_Quiz.pdf



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Application to Reinstate Expired Individual License (Expired for more than 120 days but less than 5 years)

Date of application:

1. PERSONAL INFORMATION:			
Name:			
Last Name	First Name	Middle Name	Suffix
Social security number (SSN):			
Mailing address:			
City:	State:	Zip:	Country:
Work phone:	Home/cell phone:	E-mail:	
Date of birth:	City of birth:	State of birth:	Country of birth:
Gender:	Citizenship:	Visa No.:	

2. EXPIRED LOUISIANA PROFESSIONAL LICENSE(S): Select the expired license(s) you are applying to reinstate		
PE or PLS (include discipline for PE)	Louisiana License Number	Expiration Date (MM/DD/YYYY)

FOR OFFICE USE ONLY

For LAPELS office use only – do not write in this area			
<i>Payment</i>	<i>Enforcement Checks</i>	<i>Scores</i>	<i>Documents</i>
Check Amount \$	CAVU	LRQ %	CPD Log
Check #	NCEES	EQ %	Supporting Documents
	Background	MSQ %	

3. PROFESSIONAL PRACTICE IN LOUISIANA:

Have you practiced or offered to practice engineering or land surveying in Louisiana during the period that your license was expired? Check one: Yes No

If the answer to this question is "Yes", explain in detail the facts surrounding such practicing or offering to practice and submit a project list for all engineering and land surveying projects in which you were involved in Louisiana during the period that your license was expired. *Attach additional pages as necessary.*

4. VIOLATIONS:

Have you ever been convicted of a felony or of a crime of moral turpitude or entered a plea of guilty or *nolo contendere* to a felony charge or to a crime of moral turpitude under the laws of the United States or any state, territory or district of the United States? Check one: Yes No

Have you ever been convicted of any crime or entered a plea of guilty or *nolo contendere* to any criminal charge an element of which is fraud or which arises out of your practice of engineering or land surveying? Check one: Yes No

Have you ever been convicted of any civil or criminal violation of, or entered a plea of guilty or *nolo contendere* to any criminal charge under, the Louisiana Campaign Finance Disclosure Act or any other campaign finance and/or practices laws of the State of Louisiana, the United States, or any state, territory or district of the United States? Check one: Yes No

If you have a license, permit or certificate to practice engineering or land surveying in another state, territory or district of the United States, has it ever been the subject of a disciplinary action by such state, territory or district of the United States? Check one: Yes No

If the answer to any of these questions is "Yes", provide the date and the pertinent facts of the case or proceeding including its final disposition. *Attach additional pages as necessary.*

5. CONTINUING PROFESSIONAL DEVELOPMENT (CPD):

Complete the attached Professional Development Hour (PDH) Activity Log ***and*** attach all supporting documentation, substantiating the PDHs claimed for the most recent two-year period. PDHs must be obtained within two years of the date of this application. www.lapels.com/docs/CPD/CPD_Log_v2_AR.pdf

6. CERTIFICATION:

I certify that I have read the contents of this application, and to the best of my knowledge, information and belief the statements and information in this application are true and correct in substance and effect and are made in good faith. I have not omitted any information requested in this application. I am aware that such an omission or untrue response may constitute fraud, deceit, material misstatement, perjury or the giving of false or forged evidence under Louisiana Revised Statutes 37:698 and 37:700.

I have read the Rules for Professional Engineers and Land Surveyors (LAC Title 46, Part LXI), and I agree to conduct my professional affairs in accordance with these rules.

Signature of applicant: _____ Date: _____

7. DISCLOSURE:

As part of the application process, the Louisiana Professional Engineering and Land Surveying Board (LAPELS) will obtain a consumer report, which I understand may include information regarding my credit worthiness, credit standing, credit capacity, character, general reputation, personal characteristics, or mode of living.

AUTHORIZATION

During the application process and at any time during the tenure of my licensure with LAPELS, I hereby authorize LexisNexis WorkPlace Solutions Inc., on behalf of LAPELS, to procure a consumer report which I understand may include information regarding my credit worthiness, credit standing, credit capacity, character, general reputation, personal characteristics, or mode of living. This report may be compiled with information from credit bureaus, court record repositories, departments of motor vehicles, past or present employers and educational institutions, governmental occupational licensing or registration entities, business or personal references, and any other source required to verify information that I have voluntarily supplied. I understand that I may request a complete and accurate disclosure of the nature and scope of the background verification and a written summary of consumer rights; to the extent such investigation includes information bearing on my character, general reputation, personal characteristics or mode of living.

Applicant Signature

Date

Print Name:

_____-_____-_____
Social Security Number *

Date of Birth *

* For Identification Purposes Only