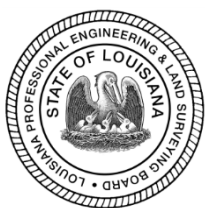


If the requested information below is incomplete and/or fee(s) mailed separately, your renewal WILL BE RETURNED.



**Louisiana Professional Engineering
and Land Surveying Board**
9643 Brookline Avenue, Suite 121
Baton Rouge, LA 70809
Tax ID 72-6001723
Phone: (225) 925-6291
www.lapels.com

Office use only: Check # _____

Amount \$ _____

LICENSE RENEWAL INVOICE

Professional Engineers and Professional Land Surveyors

Part II – License & Contact Information:

Invoice Date: August 1, 2018

Renewal Deadline: **September 30, 2018**

Biennial Period: **10/01/2018 - 09/30/2020**

License Type: License #:

Date of Birth:

Email Address:

Phone 1: Ext.

Phone 2: Ext.

Part I – Name & Mailing Address:

Renewal invoice and payment **MUST** be postmarked by **September 30, 2018** to avoid a late fee

Part III – Status Indicator: I am currently in **RETIRED** status or wish to change to **RETIRED** status.

I wish to renew my license status as:

Part IV – Supervising Professional:

- _____ a supervising professional of a Louisiana licensed firm.
- If yes, please enter the firm name and firm license number:

Part V – Violations:

- _____ been (a) subject to disciplinary action by the licensing authority in another jurisdiction, or (b) convicted, or entered a plea of guilty or nolo contendere of any crime (other than traffic violations) since my last renewal.
- If yes, list the jurisdiction(s) in which you were disciplined, or convicted or entered a plea of guilty or nolo contendere, and provide details. Include additional pages if necessary.

Part VI – Journal & Privacy Option:

- Please send me the *Louisiana Engineer & Land Surveyor Journal* via:
- Do you want your email address(es) and telephone number(s), which you have provided to us, to be kept private and not made available to vendors requesting rosters for distribution of engineering/land surveying CPD information or to other third parties?
Yes, keep private **No, share when requested**

Part VII – Certification and Signature:

I certify that all information provided on this renewal invoice is true and correct to the best of my knowledge, information and belief. I am aware that an omission or untrue response may constitute fraud, deceit, material misrepresentation, 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: _____ Date: _____

LAPELS does not issue pocket cards or certificates after renewals, please visit our website and click on "[Licensee/Intern Search](#)" to review and print your current license/certificate information.

If the requested information below is incomplete and/or fee(s) mailed separately, your renewal WILL BE RETURNED.

****Chapter 31. Continuing Professional Development (CPD) Requirements for Professional Engineers and Land Surveyors:**

Note: *The Board does not pre-approve courses for CPD credit;* it is the licensee's responsibility to ensure that activities meet the professional development requirements and that they are beneficial to the licensee.

CPD forms and instructions are available upon request or may be downloaded from the LAPELS website at <http://www.lapels.com/CPD.htm>

§3105. Requirements:

A. *Professional Engineers* must obtain *30 Professional Development Hours (PDHs)* in engineering related activities and at least one PDH shall be in professional ethics. Professional Engineers who design buildings and/or building systems shall earn a minimum of eight PDH in Life Safety Code, building codes and/or Americans with Disabilities Act Accessibility Guidelines.

B. *Professional Land Surveyors* must obtain *15 PDHs* in land surveying related activities and at least one PDH shall be in Professional ethics. A minimum of two PDH shall be earned in the Minimum Standards for Property Boundary Land Surveys in Louisiana during any two consecutive biennial renewal periods.

C. *Dual licensees*, i.e., licensees who are both Professional Engineers and Professional Land Surveyors, shall obtain *30 PDHs* during each biennial renewal period; however, at least one-third of the PDHs shall be obtained separately for each profession, and at least one PDH shall be in professional ethics. Professional Engineer licensees who design buildings and/or building systems shall earn a minimum of eight PDH in Life Safety Code, building codes and/or Americans with Disabilities Act Accessibility Guidelines. Professional Land Surveyors shall earn a minimum of four PDH in the Minimum Standards for Property Boundary Land Surveys in Louisiana during any two consecutive biennial renewal periods.

D. *Excess PDHs:* If a licensee exceeds the biennial renewal period requirement, *a maximum of 15 PDHs* may be carried forward into the subsequent biennial renewal period.

§3107. Reciprocity/Out-of-Jurisdiction Resident:

A. The CPD requirements for Louisiana will be deemed as satisfied when a non-resident engineer or land surveyor provides evidence of having met the requirements of the licensee's resident jurisdiction; provided, however, that as part of satisfying these requirements, non-resident licensees must meet the professional ethics requirements of §3105.A.1 or §3105.B.1, as applicable, non-resident licensees practicing engineering in Louisiana who design buildings and/or building systems in Louisiana must meet the requirements of §3105.C.3, as applicable, and non-resident licensees practicing land surveying in Louisiana must meet the requirements of §3105.B.2.

B. If the non-resident engineer or land surveyor resides in a jurisdiction that has no CPD requirements applicable to that licensee, the licensee must meet all requirements of Louisiana as set forth in this Chapter.

Make check or money order payable to LAPELS (***US funds only***)

License Type	*Status (Every status requires a completed renewal invoice)	Renewal Fee (per license) (if received on or before deadline)	Renewal Fee (per license) (if received after deadline)
PE/PLS	Active	\$120	\$180
PE/PLS	Inactive	\$120	\$180
PE/PLS	Retired	\$60	\$90
PE/PLS	*Retired Waiver Granted	*No Fee	*No Fee
PE/PLS	*Expired	*No Fee	*No Fee

If the requested information below is incomplete and/or fee(s) mailed separately, your renewal WILL BE RETURNED.

License Status Definitions:

Your ability to provide and/or offer to provide professional services in Louisiana and the amount of biennial licensure renewal fees depends on the status of your license.

Status	Description
Active	Individual has complied with all the licensure and licensure renewal requirements (including CPD) of the Board and may offer and/or provide professional services in Louisiana.
Inactive	Individual has chosen not to offer and/or provide professional services in Louisiana and has indicated that fact on his/her licensure renewal. Individual can represent himself/herself to the public as a <i>P.E. Inactive</i> , or a <i>P.S. Inactive</i> , but cannot otherwise offer and/or provide professional services in Louisiana. CPD requirements do not apply.
Retired	Individual has chosen not to offer and/or provide professional services in Louisiana and has indicated that fact on his/her licensure renewal. Individual must be at least 70 years of age <i>or</i> have been a licensee of the Board for at least 35 years. Unless individual is granted a waiver by the Board, the renewal fee is one-half of the current renewal fee for the active status. Individual can represent himself/herself to the public as a <i>P.E. Retired</i> , or a <i>P.S. Retired</i> , but cannot otherwise offer and/or provide professional services in Louisiana. CPD requirements do not apply.
<p>*Retired Waiver Granted</p> <p>*status requires a completed renewal invoice <i>every</i> biennial cycle in order to maintain this status</p>	<p>Individual is qualified for the retired status and has been granted a waiver of the renewal fee by the Board. An individual qualified for the retired status may be granted a waiver of the renewal fee if <i>all</i> criteria below are met:</p> <ul style="list-style-type: none"> • individual is at least 70 years of age; • individual has been a licensee of the Board for at least 35 years continuously; • individual has never been subject to disciplinary action in any jurisdiction; • individual has never committed any of the offenses described in La. R.S. 37:698(A)(3), (4) or (5); <i>and</i> • individual is of good character and reputation. <p>Individual can represent himself/herself to the public as a <i>P.E. Retired</i>, or a <i>P.S. Retired</i>, but cannot otherwise offer and/or provide professional services in Louisiana. CPD requirements do not apply.</p>
<p>*Expired</p> <p>*status requires a completed renewal invoice or letter to notify LAPELS of expiration</p>	Individual has failed to properly renew licensure with the Board and may no longer offer and/or provide professional services in Louisiana. To reinstate his/her license, the individual must submit to the Board an <i>Application to Reinstate Expired Professional License</i> .