



STATE OF NEW HAMPSHIRE

APPLICATION FOR LICENSURE AS A PROFESSIONAL ENGINEER

- \$150.00 Application Fee – Exam
 \$250.00 Application Fee – Reciprocity/Comity

The application must be filled out completely and typewritten

Ethics Questionnaire ***must*** be completed and returned with application

Check Payable to "Treasurer, State of NH" or complete the enclosed credit card form (**Non-Refundable Fee**)

1. General Information

Name _____

Last

First

Middle

Names Previously Used (if applicable) _____ SS# _____

Residence Address _____
zip code _____

Business Name _____

Business Address _____
Indicate mailing address by check box _____ zip code _____

Business Phone _____ Home Phone _____

Email: _____ Date of Birth _____

Place of Birth _____

2. Registration/Licensure Information

Have you taken and passed the Fundamentals of Engineering Exam? _____

If yes indicate: State _____ Certificate # _____ Date: _____

Licensed by NCEES Exam? _____ If not how? _____

Location of exam _____ Date _____ Grade Awarded _____

Total number of hours of written examination/s (indicate "none" if no written exam was taken): _____

State in which first registered or licensed as a Professional Engineer _____

Date of Licensure _____ License Number _____ Is License now in force? _____

If not in force, indicate why _____

Have you **ever** applied for engineering licensure in **New Hampshire**? _____ Status _____

Professional Licenses: List all states where you hold or have held licensure. Use a separate sheet if necessary. Verification of one current license as well as verification from the state(s) where examination(s) was administered is required.

License #	State	Year Licensed	#Hours Written Examination	Reciprocity or Grandfather	Active or Lapsed

3. General Information Questions

CHECK ONE:

YES NO

- Have you ever been convicted of any felony or any misdemeanor that has not been annulled involving engineering or the practice of professional engineering. If so, name the court, the details of the offense and the date of conviction and the sentence imposed. YES NO
- Have you ever lost or been denied registration/licensure as a professional engineer or disciplined by another licensing board in any other state or jurisdiction and if so, an explanation of the circumstances? YES NO

If the answer is yes to any of the above questions, submit a written explanation with your application

NCEES RECORD:

An NCEES record is for licensed engineers who practice in multiple states.

YES NO

- Do you have an NCEES Council Record? YES NO
- I have requested NCEES to transmit my Council Record to the Board Office on:

Indicate Date Transmittal Requested _____

ROSTER LISTING REQUESTED:

I feel I am qualified to practice in the following branch/es of Professional Engineering checked below and would like to be so designated in the Roster (**maximum three**). If applying for exam which discipline do you want to take? _____

<input type="checkbox"/> Agriculture	<input type="checkbox"/> Electrical & Computer	<input type="checkbox"/> Heating & Vent.	<input type="checkbox"/> Mining/Mineral	<input type="checkbox"/> Naval Arch/Marine
<input type="checkbox"/> Chemical	<input type="checkbox"/> Electrical	<input type="checkbox"/> Industrial	<input type="checkbox"/> Nuclear	<input type="checkbox"/> Architectural
<input type="checkbox"/> Civil	<input type="checkbox"/> Environmental	<input type="checkbox"/> Manufacturing	<input type="checkbox"/> Petroleum	<input type="checkbox"/> Mining/Mineral
<input type="checkbox"/> Civil Highway	<input type="checkbox"/> Fire Protection	<input type="checkbox"/> Mechanical- HVAC & Refrigeration	<input type="checkbox"/> Mechanical-Machine Design & Materials	<input type="checkbox"/> Mechanical-Thermal & Fluid Systems
<input type="checkbox"/> Control Systems	<input type="checkbox"/> Geo Technical	<input type="checkbox"/> Software	<input type="checkbox"/> Sanitary	<input type="checkbox"/> Metallurgical
<input type="checkbox"/> Structural – 16 hour structural exam required for new licensees by exam to receive a structural designation.				

I understand that the Board will make determination of my qualifications for such designations after review of the data submitted with this application.

7. Professional Experience

This information described below is a summary of your employment, and should start with your first employer. Use this page as a summary and place detailed information pertaining to experience on the enclosed supplemental experience record sheet. **Please key all sheets.**

Key	Date	1. Name of Employer- Title of Position	Name and present address of someone familiar with each position, preferably person to whom applicant reported or with whom he/she was associated.
	Indicate years	2. Location and Character of Each Position	
	From to	3. Degree of Responsibility	

8. Affidavits

I have read the contents hereof and clearly understand that the correctness and truth of my statements as recorded in this application are material, not only to the issuance of the certificate of licensure, as applied for, but also to the retention of said certificate, if issued.

Signature of Applicant

Date

ADDRESS ALL COMMUNICATIONS TO:

NH OPLC – TECHNICAL DIVISION
121 SOUTH FRUIT STREET, SUITE 201
CONCORD, N.H. 03301

Find us on the on-line at www.oplc.nh.gov/engineers/index.htm

rev. 10/17/16

SUPPLEMENTARY EXPERIENCE RECORD IN DETAIL

- ✓ **Read instructions carefully.** The Supplementary Experience Record is vital to the Board's evaluation of your engineering experience.
- ✓ **Affix** your signature and date to this and each additional sheet. Add additional sheets as required. Use plain white pages and number consecutively. Number each engineering project and/or assignment to correspond with the key of Section 7 of your application.
- ✓ **List and identify** your projects and/or assignments in chronological order, starting with your **first engineering projects and/or assignments**. Be specific in identifying the portion of the work you personally engineered. Note the calculations you performed, identify the project by job title, name of client, location of project, total cost and cost of the portion you engineered. In describing the projects when applicable list such things as capacities, sizes, ratings, list of equipment size and/or specified, or other suitable identifying means, note success or failure of each project
- ✓ **After you have prepared your first draft, read it critically.** Does it show a reviewer, who is not familiar with you or your job the degree of engineering expertise you applied and verify time-wise the engineering experience claimed in your application.

Signature _____ **Date** _____
(ALSO SIGN AND DATE EACH ADDITIONAL SHEET)

STATE OF NEW HAMPSHIRE BOARD OF LICENSURE FOR PROFESSIONAL ENGINEERS

CANDIDATE REQUIREMENTS

New Hampshire RSA 310-A:12 General Requirements for Licensure as a Professional Engineer.

I. Applicants who have the minimum of a bachelor of science degree, or the equivalent, from an Accreditation Board for Engineering and Technology (ABET) or other accredited 4-year institution in an engineering curriculum, certification as an engineer-in-training as a result of an 8-hour NCEES fundamentals of engineering examination and 4 years of accumulated engineering experience under the direction of a licensed professional engineer and satisfactory to the board may apply to sit for the professional engineers examination.

II. Applicants who have the minimum of a bachelor of science degree, or the equivalent, from an ABET or other accredited 4-year institution in an engineering curriculum and more than 10 years of accumulated engineering experience under the direction of a licensed professional engineer and satisfactory to the board may apply to sit for the professional engineers examination. Such an applicant may request a waiver of the fundamentals of engineering examination.

III. Applicants with a minimum of 25 years of engineering experience of which at least 10 years shall have been in responsible charge of engineering work satisfactory to the board may apply for licensure under this section on the basis of education and experience, provided that they have successfully passed the professional engineers examination required by RSA 310-A:17.

IV. Whenever the evidence presented in an application under paragraph I, II, or III does not appear to the board conclusive and warranting the issuance of a license, the applicant shall be required to pass an oral or written examination, or both, as the board may determine.

Eng 303.01 Candidate Requirements.

(a) Candidates for licensure shall meet the requirements established by RSA 310-A:12-19 before a license shall be granted. The board shall require that applicants appear for a personal audience with the board if their records of education or experience are unclear, contradictory or incomplete. The board shall also require documentation of the applicant's work products to help determine competency.

(b) Qualifications shall be determined as follows:

(1) Applicants possessing a 4-year Engineering Accreditation Commission/Accreditation Board for Engineering and Technology (EAC/ABET) degree shall have 4 years engineering experience satisfactory to the board;

(2) Applicants possessing a 4-year EAC/ABET equivalent, foreign engineering degree which consists of an engineering program which has a successful ABET site visit shall have 4 years engineering experience satisfactory to the board;

(3) Applicants possessing a degree in a related science and holding a master's degree or higher in engineering from an institution which offers an EAC/ABET 4-year engineering degree accredited program shall have 4 years experience satisfactory to the board. Education per Eng 303.02 (h) shall not be counted towards the 4-year experience requirement;

(4) Applicants possessing a 4-year degree from non ABET accredited U.S. engineering program shall have 8 years engineering experience satisfactory to the board;

(5) Applicants possessing a foreign degree having a favorable NCEES Credentials Evaluation which consists of transcript review only shall have 8 years engineering experience satisfactory to the board;

(6) Applicants possessing a Technology Accreditation Commission/Accreditation Board for Engineering and Technology (TAC/ABET) 4-year degree shall have 8 years engineering experience satisfactory to the board; and

(7) Applicants possessing any degree other than those set forth per Eng 303.01

(b) (1)-(6), or no degree, shall have 25 years of engineering experience satisfactory to the board and shall have successfully passed the NCEES Principles and Practice of engineering examination.

Eng 303.02 Experience Requirements. Experience in the practice of engineering shall be determined pursuant to RSA 310-A:12 – 19 as follows:

(a) Experience shall be progressive on engineering projects to indicate that it is of increasing quality and requiring greater responsibility;

(b) Only work of an engineering nature shall be creditable;

(c) Experience shall not be obtained in violation of RSA 310-A;

(d) Experience gained in the armed services, to be creditable, shall be of a character equivalent to that which would have been gained in the civilian sector doing similar work. The applicant while in the armed services shall have served in an engineering or engineering-related group;

(e) Experience shall be gained under the supervision of a licensed professional engineer or if not, an explanation shall be made showing why the experience should be considered acceptable;

(f) Teaching experience to be creditable shall be of an advanced level in a college or university offering an engineering curriculum of four years or more that is accredited by the Accreditation Board for Engineering and Technology (ABET) accredited program;

(g) Experience gained in engineering research and design projects by members of an engineering faculty where the curriculum is of an advanced level in a college or university offering an engineering curriculum of four years or more that is accredited by the Accreditation Board for Engineering and Technology (ABET) accredited program shall be creditable;

(h) Successful completion of graduate study leading to the master's degree in engineering which has followed a baccalaureate degree in engineering may be used for credit for one year's experience. If the Ph.D. in engineering is completed under the same conditions, 2-years total's experience shall be credited. The 2 years credit shall include the one year for the master's degree;

(i) Experience shall not be anticipated. The experience shall have been received at the time of the application;

(j) Experience as a contractor in the execution of design by a professional engineer or in employment considered as that of supervising construction of such work shall not be considered as creditable experience; and

(k) Experience gained in construction to be creditable shall constitute engineering practice as set forth in RSA 310-A:2, III.



APPLICATION INSTRUCTIONS AND CHECKLIST FOR PROFESSIONAL ENGINEER

Questionnaire and Discipline-All candidates must complete and return the Law and Ethics questionnaire enclosed with this application packet. Examination applicants are to indicate examination discipline requested.

General- Provide all the information requested on the application form. **Do Not** substitute a resume or other synopsis of your experience and/or education for any part of the application form. If additional space is needed, please photocopy that portion. **Individuals who hold a National Council of Examiners for Engineering and Surveying Record (NCEES) must complete pages 1 and 2, sections 5 and 8.**

References- Make a sufficient number of copies of our **Reference Form** to send one to each of your references. Keep a blank one for your future use, in the event a reference does not respond. In addition to the reference form, you should send each of your references a **stamped** envelope on which you have placed the Board address label. Reference forms received from applicants are **not** acceptable, forms must come directly from the reference.

Transcripts- Transcript Request Forms are included as a part of this application packet. Complete the form/s and send it/them (and any required fee) to the college or university you attended including Undergraduate and Masters transcripts if applicable. Transcripts received from the applicant are not accepted. Transcripts must come directly from the college/university to our office.

Verifications- Enclosed you will find a copy of a blank verification of registration form. If you have taken the FE/EIT and/or PE examination in another jurisdiction/s, complete Part A and send the verification form to each jurisdiction along with any fee they may charge. Make copies if needed. For each verification form mailed, you should include a **stamped** envelope on which you have placed the New Hampshire Board address label.

Notice to all applicants- Be sure you submit your application to the Board before you send out your reference forms. We must receive your application prior to receiving forms from your references. If we receive responses from your references and do not have your application on file, they may be misplaced, causing a delay in the processing of your application.

Foreign Degree Candidates- Foreign degree evaluations are required and must be sent directly from the institution to NCEES Credentials Evaluations (<https://www.ncees.org/credentialsevaluations/>).

Principles and Practice Candidates- The application forms, fees and **all supporting documentation** for candidates for the exam must be received by: **July 1st for the October exam; January 1st for the April exam.**

RETURN THIS CHECKLIST WITH YOUR APPLICATION

APPLICATION CHECKLIST

Candidate Name

Before you mail your application to the Board, please check the following items carefully. Your attention to these details will make it possible for the Board Staff to process your application without delay.

Have you:

- Marked the box on the application form indicating which address you want us to use?
- Requested your college/university to send us your transcript directly?
- Completed the "References" portion of the application, sent reference forms and Board addressed and stamped envelopes to each of your references, and kept a blank copy of the form for yourself?
- Filled in the detailed experience summary sheets? (copy if needed)
- Signed and dated the application?
- Included the correct fee with the check made payable to **Treasurer, State of NH** or completed the attached credit card sheet?
- Completed the Law and Ethics Questionnaire and returned it with the application?
- Foreign Degree Candidates - Foreign degree evaluations are required and must be sent directly from the NCEES Credentials Evaluations (<https://www.ncees.org/credentialsevaluations/>).
- Submitted an application for a Certificate of Authorization (COA) if you will be offering your services through a business entity required per RSA 310-A:20 available at www.oplc.nh.gov/engineers/forms.htm? COA will not be issued until PE stamp is approved.
- Completed Part A of the verification form, sent to the appropriate state board/s along with a stamped envelope on which you have placed one of the New Hampshire Board address labels? Or request verification through NCEES at <https://verify.ncees.org/>
- I am aware that if I am approved for licensure; my licensing approval letter and all pertinent information will be sent to me at my on-file e-mail address only.
- Included this Checklist with your application?

Date _____

College or University Registrar

Dear Registrar:

Enclosed please find my fee in the amount of \$_____ in payment for a certified transcript of my scholastic record. I attended college during the years _____ to _____. I received my degree on _____
_____. My Social Security number is _____ and my date of birth is _____.

My student identification number was _____.

Please send the transcript ***directly*** to the following address:

NH OPLC – TECHNICAL DIVISION
121 S FRUIT ST, SUITE 201
CONCORD NH 03301

The Board of Professional Engineers have informed me that they will treat the transcript in accordance with the provisions of the Education Rights Privacy Act and that no unauthorized person will have access to the transcript.

Sincerely,

(Signature)

(Printed Name and Address)

REQUEST FOR VERIFICATION OF LICENSURE OR EXAMINATION

PART A. Candidate Information – To be completed by the Candidate

Applicant Name:	Date of Birth:
Address:	
City	State
Zip	

PART B. To be completed by verifying Board and returned directly to:

NH OPLC – Technical Division, 121 South Fruit St, Suite 201, Concord, NH 03301 Phone: (603-271-2219)

I. THE ABOVE NAMED PERSON WAS LICENSED AS:	Certificate Number	Date Issued	Valid Until
<input type="checkbox"/> PROFESSIONAL ENGINEER			
<input type="checkbox"/> ENGINEER-IN-TRAINING			
<input type="checkbox"/> LAND SURVEYOR			
<input type="checkbox"/> SURVEYOR-IN-TRAINING			

II. MINIMUM REQUIREMENTS WERE:

1. Written Exam

	Hours	Results	NCEES (yes/no)	Exam Date
Principles and Practice of Engineering				
Fundamentals of Engineering				
Principles and Practice of Land Surveying				
Fundamentals of Land Surveying				

Exam Option: (Discipline)

2. EIT or LSIT Accepted from:
3. Oral Examination: Hours PE Hours LS
4. Comity with:
5. Education and Experience:
6. Other:

III. QUESTIONS

- | | | |
|---|------------------------------|-----------------------------|
| 1. Has any disciplinary action ever been taken against the applicant? | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| 2. If so, has the disciplinary case been satisfied to the Board's requirements? | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| 3. Was the NCEES Cut-Score Used? If no please explain below: | <input type="checkbox"/> Yes | <input type="checkbox"/> No |

State:	Mandatory Board Seal
By:	
Title:	
Date:	

NH OPLC – TECHNICAL DIV
121 S FRUIT ST, SUITE 201
CONCORD NH 03301

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121 S FRUIT ST, SUITE 201
CONCORD NH 03301

Note: This page may be printed or copied on a 3 by 10 label sheet to create mailing labels for use with reference letter envelopes, etc. This setup is for Avery label 5960.

THE STATE OF NEW HAMPSHIRE
BOARD OF LICENSURE FOR
PROFESSIONAL ENGINEERS
121 SOUTH FRUIT STREET, SUITE 201
CONCORD, NEW HAMPSHIRE 03301

Dear Sir/Madam:

An individual has applied to this Board for licensure in the State of New Hampshire as a Professional Engineer and either has given your name as a reference or has stated that he/she has worked for you or with you. The Board will appreciate your sending the information requested on the reverse hereof, and assures you that such information as you give will be treated in the strictest confidence.

The Board is required by law to obtain evidence of the good character of the applicant and his/her qualifications as a Professional Engineer before issuing a certificate of licensure. Statements made on this form by responsible persons with actual knowledge of the applicant's character and qualifications will be considered by the Board as evidence and filed with the application.

The Board urges that evidence submitted on this form not be perfunctory, but be considered carefully. The Board, in making decisions, must rely to a great extent on the evidence submitted by references. Since these decisions may affect the life, health, property and welfare of the public, you have a grave responsibility to provide the Board with a fair and honest appraisal of the applicant.

Since the Board cannot license the applicant until the references are returned, a prompt reply will expedite consideration of the applicant's request for licensure. Please make certain that you enter the applicant's name on the reference form.

Very truly yours,



Donna Lobdell
Program Specialist III

Re: Application of _____

(NAME IS REQUIRED)

THIS IS CONFIDENTIAL INFORMATION - FOR USE OF BOARD MEMBERS ONLY

1. What is your full name _____
(to be typewritten or printed)
2. What is your address _____
(street and number) _____ (city or town)
3. What is your present business or profession? _____
4. Are you a licensed Engineer? _____ In what State? _____ License # _____
5. How long have you known the applicant? From _____ To _____
6. Are you in any way related to the applicant? _____
7. What has been your business connection with the applicant? _____

8. Do you know anything reflecting adversely on the integrity or general good character of the applicant?

9. Please give a brief estimate of the applicant as an engineer. _____

10. Would you employ the applicant in a position of trust? _____
11. If the applicant is connected with a firm, please provide its name and address.

12. Is the applicant qualified to be placed in responsible charge of design or supervision of work? _____
13. If the applicant is in individual practice, please indicate the nature of such practice _____
14. Do you recommend the applicant for licensure as a Professional Engineer? _____
15. In my opinion the applicant has _____ years of engineering experience.
16. Remarks concerning the applicant _____

I make the above statements with full knowledge that the person referred to is making application for licensure to the State of New Hampshire as a Professional Engineer.

Date _____

Written Signature _____

New Hampshire Board of
Licensure for
Professional Engineers



Law and Ethics Questionnaire

The following take-home open book questionnaire is required of all applicants for initial licensure in New Hampshire. The applicant is encouraged to read the appropriate referenced section of NH RSA 310-A or ENG 500 which may be found at www.oplc.nh.gov/engineers/laws-rules.htm as each question is answered. If questions are answered incorrectly, the graded questionnaire will be returned to the applicant for correction, and license issuance will be delayed until a passing score on this questionnaire is attained. The purpose of this questionnaire is to ensure that the applicant has read and understands pertinent sections of the NH statutes and regulations pertaining to legal and ethical issues regarding the practice of engineering. There are no trick questions. The answers are clearly indicated in the referenced statute or rule sections. Read each answer carefully before selecting the correct answer, as there are multiple correct answers in a number of cases, with "all of the above" being the correct answer.

The questionnaire must be prepared by the applicant. It is unethical for an applicant to use a questionnaire completed by another person to assist in answering these questions.

Name of Applicant:

1. The following documents for projects in New Hampshire need to be dated, sealed and signed (RSA 310-A:18):
 - a. all papers or documents of any kind prepared by an engineer
 - b. all papers or documents involving the practice of engineering which are only intended for use on public projects
 - c. all papers or documents involving the practice of engineering when issued or filed for public record
 - d. only on final plans and specifications when issued for construction

2. A Business Organization must obtain an Engineering Certificate from the NH Board of Professional Engineers in order to (RSA 310-A:20):
 - a. Provide non-engineering services on a project
 - b. Provide, or offer to provide, engineering services to others on a project in New Hampshire, and to use the words Engineer or Engineering in its name
 - c. Provide engineering services only to New Hampshire public entities
 - d. Provide engineering services to others in other states

3. A Business Organization must designate one or more of the corporate officers, general partners, or associates as being responsible for the engineering activities and decisions of the Business Organization. Those engineers must be (NH RSA 310-A:20 and ENG 306.01):
 - a. Graduate engineers, but not necessarily Licensed Professional Engineers
 - b. Licensed Professional Engineers in any state
 - c. New Hampshire Licensed Professional Engineers who are full time employees of the business organizations, with certain exceptions for very small firms.
 - d. Competent engineers by any reasonable standard

4. The Ethical Standards of the NH Board of Licensure of Professional Engineers apply to (Eng 501.01):
 - a. all NH Licensed Professional Engineers, but not to business organizations
 - b. all citizens
 - c. all NH Licensed Professional Engineers, and all persons, corporations or other legal entities authorized to perform engineering in NH, including all certified Business Organizations under NH RSA 310
 - d. all Unlicensed Professional Engineers
5. The Standards of Conduct require that all professional engineers (Eng 501.03):
 - a. perform his/her services only in areas of his/her competence
 - b. undertake engineering assignments only when qualified by education or experience in the specific technical field of professional engineering involved
 - c. restrict project assignments to those phases of projects in which he/she is qualified
 - d. all of the above
6. A professional engineer shall not seal, date, and sign an engineering document which is (Eng 501.03):
 - a. not prepared under his/her direct supervisory control
 - b. the work of two or more professionals, unless a note is added designating the portion of the work for which he/she is responsible
 - c. a and b above
 - d. none of the above
7. Professional engineers public reports and statements shall be (Eng 501.03(b)):
 - a. objective and truthful and include all relevant and pertinent information
 - b. reasonably accurate, but not perfect, and may not necessarily need to include all relevant information
 - c. objective and truthful, but need not necessarily include all relevant and pertinent information
 - d. objective and truthful when appropriate to the circumstances
8. When serving as an expert or technical witness before any court or commission, the professional engineer shall present an expert opinion (Eng 501.03(b)):
 - a. of any reasonable sort
 - b. only when founded upon adequate knowledge of the facts in issue, and upon honest conviction of the accuracy and propriety of his/her opinion
 - c. only when such opinion is in the interest of the professional engineer's client
 - d. in all fields of engineering, including those outside of his/her education and experience
9. If a professional engineer believes that another engineer is guilty of misconduct or illegal practice, he/she shall (Eng 501.03(b)(5)):
 - a. Ignore such misconduct or illegal practice
 - b. Issue press releases regarding such misconduct or illegal practice
 - c. Indiscriminately criticize the other engineer in public
 - d. present information to the Board of Licensure of Professional Engineers regarding such misconduct or illegal practice
10. When in public service as a member, advisor, or employee of a governmental body, the professional engineer (Eng 501.03(c)):
 - a. may feel free to offer engineering services to that governmental body, and to participate in actions of the governmental body, without any restrictions
 - b. shall not participate in any considerations or actions with respect to services provided by him/her or his/her organization in private engineering practices
 - c. may participate in considerations and actions of that governmental body regarding services provided by him/her or his/her organization in private engineering practices, as long as all other elected officials are aware of the circumstances
 - d. All of the above

11. If a principal or officer of a professional engineers business organization serves as a member of a governmental body, the professional engineer (Eng 501.03(c)(6)):
 - a. shall not solicit or accept an engineering contract from that governmental body
 - b. may solicit or accept an engineering contract from that governmental body if the principal or officer does not participate in the governmental body's discussions and decisions regarding the project
 - c. may solicit or accept an engineering contract from that governmental body, but only if under reasonable terms and conditions
 - d. none of the above

12. If a professional engineer is disciplined in the State of NH, the Board shall (Eng 402.02):
 - a. send copies of Board orders, settlement agreements and consent decrees to each state the licensee is licensed in.
 - b. send copies of Board orders, settlement agreements and consent decrees to organizations, associations or anyone else that may have a legitimate professional interest in the decision.
 - c. determine sanctions by considering the presence of aggravating and mitigating circumstances.
 - d. all of the above.

13. A professional engineer shall solicit or accept work only on the basis of his/her qualifications, and shall NOT (Eng 501.03(d)):
 - a. offer to pay, either directly or indirectly any commission, political contribution, gift or other consideration in order to secure work.
 - b. submit proposals which are misleading regarding the cost, quality or extent of services to be rendered.
 - c. distribute brochures which misrepresent past accomplishments or qualifications.
 - d. all of the above.

14. If a professional engineer has knowledge or reason to believe that another person or firm may be in violation of the Ethical Standards of Eng 501, the professional engineer shall report such knowledge or belief to the Board of Licensure of Professional Engineers (Eng 501.03 (e)(2)):
 - a. only if the professional engineer is personally affected by the potential violation
 - b. only if the public health, safety or welfare is imminently imperiled
 - c. regardless of the circumstances, as there are no exceptions outlined in Eng 501.03(e)(2)
 - d. only if a public entity is potentially affected by the potential violation

15. In dealing with material or equipment suppliers who are interested in the professional engineer specifying their products, the professional engineer (Eng 501.03(c)(3)):
 - a. may accept gratuities
 - b. may accept compensation in the form of gifts, but not cash
 - c. may not solicit or accept financial or any other valuable consideration
 - d. may not solicit or accept financial or any other valuable consideration, but this restriction is limited to only public projects

16. The professional engineer shall avoid conflicts of interest as follows (Eng 501.03(c)):
 - a. by promptly informing his/her employer or client of any interest which could influence his/her judgement or quality of services
 - b. by not accepting compensation from more than one party for services pertaining to the same project, unless the circumstances are fully disclosed to, and agreed to, by all interested parties
 - c. a and b above
 - d. none of the above

17. If a professional engineer has been found to have not complied with the statutory requirements and/or the Ethical Standards, the Board of Licensure of Professional Engineers may, after due process and a hearing (RSA 310-A:23):
- a. suspend, revoke, refuse to renew, limit or restrict a license
 - b. assess prescribed civil penalties
 - c. require the professional engineer to participate in a program of continuing education and/or to practice under the direct supervision of another licensed professional engineer for a period of time
 - d. any of the above
18. In New Hampshire, it is a felony for an unauthorized business organization to (RSA 310-A:25):
- a. practice in New Hampshire
 - b. offer to practice in New Hampshire
 - c. represent by verbal statement, sign, letterhead, card or in any other way that they are able to perform engineering services in New Hampshire
 - d. all of the above
19. Misconduct sufficient to support disciplinary proceedings shall include (but not be limited to) (RSA 310-A:22):
- a. unprofessional, unethical, or dishonorable conduct unworthy of, and affecting the practice of engineering
 - b. addiction to the use of alcohol or other habit-forming drugs to a degree which renders the licensee unfit to practice
 - c. violations of the Ethical Standards of Eng 500
 - d. any of the above
20. With respect to the alleged unlicensed practice of engineering in New Hampshire, the Board of Licensure of Professional Engineers, or any society of licensed professional engineers, may bring proceedings before the (RSA 310-A:26):
- a. Superior Court
 - b. US Supreme Court
 - c. District Court
 - d. Federal Court

Applicant's Signature

Date

Credit Card Sheets are not accepted via e-mail

You may pay your fee with a credit card by filling out this form. Please make sure that all information is correct and up to date. Indicate what the fee is for under transaction type.

Fax: (603) 271-6990

Transaction Type:		Amount Due:	
Card Type: (please select one)	<input type="checkbox"/> Visa	<input type="checkbox"/> Mastercard	(required)
Card Number			(required)
Expiration Date:	Month:	Year:	(required)
Billing Name and Address (your billing address must match the address associated with the credit card you are using.)			
Name on Card:			
Billing Address:			
City:			
State/Province:			
Zip/Postal Code:			
Country:			
Authorization Signature :			

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