

21 NCAC 56 .0602 APPLICATION PROCEDURE: INDIVIDUAL

(a) General. A person desiring to become certified as a Surveyor Intern or licensed as a Professional Land Surveyor shall apply to the Board.

(b) Application. The appropriate application may be accessed on the Board's website. Applicants may access the Surveyor Intern certification forms at <https://www.ncbels.org/application/land-surveyor-intern-certification/>. Applicants may access the Professional Land Surveyor licensure forms at <https://www.ncbels.org/applications/professional-land-surveyor/>.

(c) Application Forms:

- (1) Surveyor Intern Certification Form. After passing the Fundamentals of Surveying examination, an applicant may apply to the Board to become certified as a " Surveyor Intern." This form requires the applicant to set forth their personal history, educational background, surveying experience, character references, and exhibit. The applicant shall submit a 2-inch by 2-inch passport style photograph adequate for current identification purposes.
- (2) Professional Land Surveyor Form. All persons, including comity applicants and certified Surveyor Interns, shall apply for licensure using the Professional Land Surveyor form. This form requires the applicant to set forth their personal and educational background, surveying experience, character references, and exhibit. The applicant shall submit a 2-inch by 2-inch passport style photograph adequate for current identification purposes.
- (3) Supplemental Form. All persons applying for licensure as a Professional Land Surveyor shall submit the Supplemental Form, which requires the applicant to list all surveying experience.
- (4) Reference Forms:
 - (A) Persons applying for certification as a Surveyor Intern shall submit to the Board the names of three individuals, one of whom is a professional land surveyor, who are familiar with the applicant's work, character, and reputation. Persons applying for licensure as a Professional Land Surveyor shall submit to the Board the names of five individuals, three of whom are professional land surveyors, who are familiar with the applicant's work, character, and reputation.
 - (B) Applicants may access Surveyor Intern certification reference forms and Professional Land Surveyor licensure reference forms at the websites listed above in Paragraph (b) of this Rule. The applicant shall distribute the reference forms to the persons listed on the application as references. To be considered, completed reference forms shall be received by the Board from the person providing the reference within one year of application.
 - (C) The reference form provides the individual evaluating the applicant the opportunity to state the evaluating individual's profession, knowledge of the applicant, and information concerning the applicant's surveying experience, character, and reputation.

(d) Fees:

- (1) Surveyor Intern Certification Form. No application fee is required to become certified as a "Surveyor Intern."
- (2) Professional Land Surveyor Form. The application fee of one hundred dollars (\$100.00) is payable with the filing of the application.
- (3) Comity. The licensure fee of one hundred dollars (\$100.00) is payable with the filing of the application.
- (4) Examination. The examination fee for any applicant shall be payable to the National Council of Examiners for Engineering and Surveying (NCEES) at the time of registering to take the exam in accordance with G.S. 89C-14.

(e) The Board shall accept the records maintained by the National Council of Examiners for Engineering and Surveying (NCEES) as evidence of licensure in another jurisdiction. For comity licensure, the Board shall accept the NCEES record in lieu of the applicant completing the experience, education, and references sections of the application. A comity application, with or without a NCEES record, shall be administratively approved by the Executive Director without waiting for the next regular meeting of the Board. The Executive Director's approval shall be based upon evidence of current licensure in another jurisdiction with comparable qualifications, the required references, the comity applicant's disciplinary record in other jurisdictions, and whether the applicant passed the state-specific exam. Each administrative approval shall be reported to the Board for at its next regular meeting for final approval.

(f) Personal Interview. During the application process, Board members shall interview the applicant if the members have questions regarding the applicant's education, experience, or character.

History Note: Authority G.S. 89C-10; 89C-13; 89C-14; 89C-15;
Eff. February 1, 1976;
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1, 1994; April 1, 1989; January 1, 1982;
Pursuant to G.S. 150B-21.3A, rule is necessary without substantive public interest Eff. April 27,
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