



# STATE OF CONNECTICUT

## INFORMATION FOR APPLICANTS OF THE ENGINEERING AND LAND SURVEYING EXAMINATION

### CANDIDATE INFORMATION BULLETIN

#### 2014 EXAMINATION DATE

PE/PS/State:	October 24
PE Vertical (Friday only)	October 24
PE Lateral (Saturday only)	October 25

#### Connecticut Board Application Deadlines:

December 1<sup>st</sup> (April examinations) July 1<sup>st</sup> (October examinations)

#### PE/PS/State NCEES REGISTRATION DEADLINE

October 2014 examination: August 28, 2014 3pm EST

#### PE/PS/State SCHEDULING AND PAYMENT DEADLINE

First-Time and Re-exam:

August 28, 2014 3pm EST for the October 2014 exam

Candidates will NOT be eligible for the examination without first applying to and receiving approval from the Connecticut Board. Please visit their web site at [www.ct.gov/dcp](http://www.ct.gov/dcp)

Please visit the NCEES web site, [www.ncees.org](http://www.ncees.org), for the most up-to-date information regarding calculators. Only the models on the [NCEES-approved list](#) may be used on the examination. All other models are prohibited in the exam room. The NCEES website also has information regarding examination content.

#### NCEES REGISTRATION INFORMATION

PE/PS & State candidates are required to register with NCEES for each exam cycle (April & October). If you previously created an account, you MUST register again by logging back into your account. For NCEES registration deadlines and more information, please visit [www.ncees.org](http://www.ncees.org).

No changes to PE exam specifications/design standards may be made after the NCEES registration deadline.

#### INTRODUCTION

The Connecticut Department of Consumer Protection has contracted with Professional Credential Services (PCS) for examination scheduling, administration, and score reporting for the engineering and surveyor examinations. Please read the following information carefully before continuing with on-line scheduling. All inquiries regarding examination administration must be directed to the PCS Connecticut Coordinator at 1-877-ENG-EXAM (1-877-364-3926) or via email at [cteng@pcshq.com](mailto:cteng@pcshq.com).

#### REGISTRATION & SCHEDULING INFORMATION:

All candidates must first have approval from the Connecticut State Board for the examination type they are requesting.

##### 1. APPLY WITH THE CT BOARD.

All applicants must be approved by the Connecticut Board. First-time applicants must contact the CT Board for application information and deadlines for applications to be received. Candidates will not be eligible for the examination without first applying to and receiving approval from the Board. All applicants

who have already applied to and received approval from the Board may proceed to Step 2.

##### 2. CREATE AN NCEES ACCOUNT.

All Board-approved applicants must create an account with NCEES at [www.ncees.org](http://www.ncees.org). If you have not already done so, you may create an account 365 days a year at the NCEES website. If you have already created an account with NCEES, proceed to step 3.

##### 3. REGISTER WITH NCEES.

After creating an NCEES account and receiving a confirmation email, log back into your NCEES account to register for an exam(s). Registration is only possible during NCEES registration windows; visit [www.ncees.org](http://www.ncees.org) to see if the registration window is open. You will select your exam discipline/module and location during NCEES registration. Your exam discipline/module and location cannot be changed after the NCEES registration deadline. No exceptions can be made.

##### 4. SCHEDULE AND PAY WITH PCS.

After registration is complete with NCEES, applicants will receive an email from PCS with a link to schedule and pay for an exam. If you do not see the email in your Inbox, please check your Spam or Junk folder before emailing your PCS coordinator for the link; see the Contact Information page for your coordinator's email address. Exams must be scheduled and paid for by the scheduling deadline.

**Re-examination Candidates:** Applicants who have already received approval from the Connecticut State Board for the examination type they are requesting.

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All Board-approved applicants must create an account with NCEES at [www.ncees.org](http://www.ncees.org). If you have not already done so, you may create an account 365 days a year at the NCEES website. If you have already created an account with NCEES, proceed to step 2.

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After registration is complete with NCEES, applicants will receive an email from PCS with a link to schedule and pay for an exam. If you do not see the email in your Inbox, please check your Spam or Junk folder before emailing your PCS coordinator for the link; see the Contact Information page for your coordinator's email address. Exams must be scheduled and paid for by the scheduling deadline.

**PE-STRUCTURAL (16 HOUR) EXAMINATION-** The PE Structural exam is a breadth and depth exam offered in two components on successive days. The 8-hour Vertical Forces (Gravity/Other) and Incidental Lateral component is offered only on Friday, and focuses on gravity loads and lateral earth pressures. The 8-hour Lateral Forces (Wind/Earthquake) component is offered only on Saturday, and focuses on wind/earthquake loads. Candidates must receive an acceptable result on both components within a 5-year period. For more information please visit [www.ncees.org](http://www.ncees.org)

#### ENGINEERING AND SURVEYING EXAMINATION FEES

##### ENGINEER EXAMINATION FEES:

Principles & Practice of Engineering	\$345
PE-New 16 Hour Structure	
Vertical (Friday Only)	\$495
Lateral (Saturday Only)	\$495

##### SURVEYOR EXAMINATION FEES:

Principles & Practice of Surveying	\$345
CT 2-hr State Surveyor	\$125

#### WITHDRAWALS & REFUNDS

Candidates who wish to cancel their examination must notify PCS **no later than the scheduling deadline**. This request may be submitted via email at [cteng@pcshq.com](mailto:cteng@pcshq.com). Any requests after the deadline are denied unless it is under extenuating circumstances (hospitalization, death in the family, military orders, etc). Candidates who have scheduled and paid with PCS but are not approved by the Connecticut Board will automatically be withdrawn. All refunds given to candidates will be less a processing fee of \$50.00.

#### SPECIAL ACCOMMODATIONS

In accordance with the provisions of the Americans with Disabilities Act (ADA), examination administration modifications are available for candidates who qualify. Also, candidates who are members of religious faiths that cannot take the examination on the designated date are permitted to take the examination on the Monday, following the national examination date. Please go to the NCEES website ([www.ncees.org](http://www.ncees.org)) to read complete information regarding procedures for special accommodations (SPACC).

*\*All requests and documentation are due by the NCEES examination registration deadline. Please visit [www.ncees.org](http://www.ncees.org) for complete instructions.*

#### PE DISCIPLINES AVAILABLE FOR SPRING AND FALL

CHM	Chemical Engineering
CSS	Civil: Construction
	Civil: Geotechnical
	Civil: Structural
	Civil: Transportation
	Civil: Water Resources/Environmental
ELE	Electrical and Computer Examination
	Electrical and Electronics Examination
	Electrical and Power Examination
MEC	Mechanical: HVAC/Refrigeration
	Mechanical: Systems/Materials
	Mechanical: Thermal/Fluids Systems
ENV	Environmental Engineering
STR	Structural (16HR Examination)
	8 hour Vertical Forces (Friday only)
	8 hour Lateral Forces (Saturday only)

#### DISCIPLINE AVAILABLE FOR FALL ADMINISTRATION ONLY

CSE	Control Systems
FPR	Fire Protection
MET	Metallurgical and Materials
M/M	Mining/Mineral Processing
NUC	Nuclear
PET	Petroleum
AGR	Agricultural

#### DISCIPLINES AVAILABLE FOR SPRING ADMINISTRATION ONLY

SDE	Naval Architecture/Marine Engineering
ARC	Architectural Engineering
IND	Industrial Engineering
SOFT	Software Engineering

#### CONTENT OUTLINE FOR THE STATE SPECIFIC LAND SURVEYORS EXAMINATION

1. Project Management
2. Research
3. Legal Principles Reconciliation
4. Land Planning Design
5. Monumentation
6. Documentation Land Information Systems
7. Standards

#### NOTIFICATION OF EXAMINATION ADMISSION

Approximately two weeks prior to the examination, NCEES will email eligible candidates prompting them to log onto their NCEES account to print their admission materials. The exam authorization will include the date, time, and location of the examination. If the exam authorization cannot be downloaded from the NCEES website, the candidate must contact Professional Credential Services to have it emailed to them at least 7 days prior to their examination(s).

#### EXAMINATION SCHEDULE

##### Friday

##### Principles & Practice of Engineering (PE)

7:40 a.m. – 5:30 p.m. (with 1.25 hour break from 12:00 p.m. – 1:15 p.m.)  
(8-hour open-book examination)

**Principles & Practice of Engineering- 8 hour Vertical examination** (part of the 16 hour Structural examination)

##### Principles & Practice of Surveying (PS)

7:40 a.m. – 3:30 p.m. (with 1.25 hour break from 12:00 p.m. – 1:15 p.m.)  
(6-hour closed-book examination)

##### State Jurisprudence Examination (JP)

3:30 p.m. – 5:30 p.m.  
(2-hour open-book examination)

##### Saturday

##### Principles & Practice of Engineering- 8 hour Lateral examination

(part of the 16 hour Structural examination)  
7:40 a.m. – 5:30 p.m. (with 1.25 hour break from 12:00 p.m. – 1:15 p.m.)

#### EXAMINATION RULES AND CONDUCT

Candidates are expected to exhibit proper examination decorum throughout the examination. Candidates will be required to arrive at least thirty minutes prior to the scheduled start time for each examination session. Candidates will not be admitted to the examination after the announcements have been started. Detailed instructions concerning arrival will be included with the admission notice. Candidates are encouraged to visit the National Council for Examiners for Engineering and Surveyors (NCEES) web site ([www.ncees.org](http://www.ncees.org)) for information regarding the examination content and scoring system of the examination. **Please read the NCEES Examinee Guide and calculator policy.** Both are available on [www.ncees.org](http://www.ncees.org).

#### NAME OR ADDRESS CHANGE

Address changes can be made by the candidates by logging in to their NCEES and PCS account (please be sure to update both accounts). Please report any name or address changes to the Connecticut Board. Name changes can be reported to PCS by sending an email to [cteng@pcshq.com](mailto:cteng@pcshq.com). Be sure to include your name or address (as it appears on your application) along with the information to be changed.

For a name change, you must submit a photocopy of a legal document verifying the name change (i.e. marriage certificate, divorce decree or legal document indicating a name change). **Candidates**

**must report address or name changes on or before the NCEES registration deadline.**

## **RESULTS**

Results will be released online (with exception of State Specific candidates) at [www.ncees.org](http://www.ncees.org) approximately 10-12 weeks after the examination. NCEES will send you an email notification once results are available. No results will be given over the phone. State Specific results will be emailed within 10 to 12 weeks after examination. If you did not pass the examination, please visit our website for rescheduling information at [www.pcshq.com](http://www.pcshq.com).

If you wish to have your scores verified, please contact [www.ncees.org](http://www.ncees.org) for verification instructions.

## **CONTACT INFORMATION**

All correspondence and questions related to examination eligibility and certification should be directed to:

### **Board of Engineering /Dept. of Consumer Protect**

165 Capitol Avenue  
Hartford, CT 06106  
860.713.6145  
[www.ct.gov/dcp](http://www.ct.gov/dcp)

All correspondence and questions related to examination scheduling should be directed to:

### **Professional Credential Services (PCS)**

PCS staff is available by telephone Monday through Friday between 7:00am and 4:30pm CST.

Professional Credential Service/CT ENG  
PO Box 198728  
Nashville, TN 37219  
Toll-free: 877-ENG-EXAM (877-364-3926) Fax: 615-846-0153  
Web: [www.pcshq.com](http://www.pcshq.com) Email: [cteng@pcshq.com](mailto:cteng@pcshq.com)