STATE OF MAINE
DEPARTMENT OF PROFESSIONAL AND FINANCIAL REGULATION
OFFICE OF LICENSING AND REGISTRATION
INDIVIDUAL LICENSE APPLICATION

APPLICANT INFORMATION (please print)			
FULL LEGAL NAME	FIRST	MIDDLE INITIAL	LAST
ANY OTHER NAMES EVER USED:			
DATE OF BIRTH mm / dd / yyyy		SOCIAL SECURITY NUMBER - -	
MAILING ADDRESS			
CITY	STATE	ZIP	COUNTY
PHONE # ( )	FAX # ( )	E-MAIL	

CRIMINAL BACKGROUND DISCLOSURE

NOTE: Failure to disclose criminal convictions may result in denial, fines, suspension and/or revocation of a license.

1. **Have you ever been convicted by any court of any crime? (circle one) NO YES**
   If yes, enclose a detailed description of what happened (including dates) and a copy of the court judgment.
2. **Has any jurisdiction taken disciplinary action against any professional license you hold or have held, or denied your application for licensure? (circle one) NO YES**
   If yes, enclose a detailed explanation and copies of all documents.

By my signature, I hereby certify that the information provided on this application is true and accurate to the best of my knowledge and belief. By submitting this application, I affirm that the Office of Licensing and Registration will rely upon this information for issuance of my license and that this information is truthful and factual. I also understand that sanctions may be imposed including denial, fines, suspension or revocation of my license if this information is found to be false.

SIGNATURE **DATE**

BOARD OF LICENSURE FOR PROFESSIONAL LAND SURVEYORS
REQUEST FOR EXAMINATION AS A LAND SURVEYOR-IN-TRAINING

Office Use Only:
1446 -$50

$50.00 APPLICATION FEE
****ALL FEES ARE NON-REFUNDABLE****

CHECKS PAYABLE TO TREASURER STATE OF MAINE -OR- YOU MAY USE YOUR CREDIT CARD

EXAM ADMINISTRATION DATE - CHECK ONE √

☐ April ☐ October

Office Use Only
Check #_____
Amount:_____
Cash #_____
Lic. #_____
Issue Date_____
Exp. Date_____

This is the exam application to sit for the NCEES Fundamentals of Surveying exam which is administered by ELSES. Once you have registered for the exam with the board by submitting this exam application and application fee, you will receive further information from ELSES regarding the exam. You will be charged a separate exam fee by ELSES.

PAYMENT OPTIONS:
Make checks payable to "Maine State Treasurer" - If you wish to pay by Mastercard or Visa, fill out the following:

NAME OF CARDHOLDER (please print)	FIRST	MIDDLE INITIAL	LAST

I authorize the Department of Professional and Financial Regulation, Office of Licensing and Registration to charge my
☐ VISA ☐ MASTERCARD the following amount: $_____

Card number: XXXX-XXXX-XXXX-XXXX Expiration Date mm / yyyy

SIGNATURE **DATE**

APPLICATION GUIDE TO SIT FOR THE
FUNDAMENTALS OF LAND SURVEYING EXAM

FEES

The exam application is used to register with the board for the exam. You need to complete the for and submit it to the board with a $50.00 application fee. Once received by the board, you will receive and acknowledgement letter which will direct you to register with the testing company via their web site. You will pay a separate exam fee to the testing company to sit for the Fundamentals of Surveying Exam.

- All fees for whatever purpose, are non-refundable.
- All checks and money orders must be made out to the Treasurer, State of Maine except for the exam fee, which is payable to the testing company.

A. EXAMINATION DATES

The examinations are held in April and October which are administered by the testing company, ELSES.

B. EXAMINATION FEES

The exam registration fee is $50.00 payable to "Treasurer State of Maine. There is a separate exam fee payable to the testing company.

C. NATURE OF EXAMINATION

This is an 8-hour examination on the "Fundamentals of Land Surveying". The exam is prepared and scored by the National Council of Examiners for Engineering and Surveying. The morning session is 'closed book' and consists of multiple choice questions. The afternoon session is 'closed book' and consists of problems.

No copies of examinations may be kept by the examinee, and none will be furnished for study. Battery-powered, non-printing, silent calculators may be used. Electronic devices with "QWERTY" key pads may **not** be used. There is a list of acceptable calculators at the NCEES web site: www.ncees.org .

D. INSTRUCTIONAL MATERIALS

NCEES publishes a "Professional Land Surveyors Candidate Handbook" which explains the exam in more detail and provides sample questions. An order form accompanies your application forms.

NOTE: Purchase of the handbook is not required by this Board. Information about it is provided as a service to applicants.

I. EXAM RESULTS

Exam scores are usually available about 2 months after the exam date although the exact time frame can vary. The Board clerk will mail out the score results to candidates as soon as **all** scores have been received.

J. REQUEST FOR RE-EXAMINATION

If you fail an examination and wish to be scheduled for re-examination, you must re-register with the testing company by September 1st for the October exam and March 1st for the April exam and pay the exam fee.

- paid directly to the testing company.