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**Rules of  
Department of Economic  
Development**

**Division 30—Missouri Board for Architects,  
Professional Engineers and Professional Land Surveyors  
Chapter 11—Renewals**

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**Title 4—DEPARTMENT OF  
ECONOMIC DEVELOPMENT  
Division 30—Missouri Board for  
Architects, Professional Engineers  
and Professional Land Surveyors  
Chapter 11—Renewals**

**4 CSR 30-11.010 Renewal Period**

*PURPOSE: This rule establishes the licensing period for the Missouri Board for Architects, Professional Engineers and Professional Land Surveyors and establishes the information required to keep the records of the board current.*

(1) Effective January 1, 2002 the license issued to every registered architect, professional engineer and professional land surveyor in Missouri shall, except as set forth in subsections (1)(A) and (1)(B) of this rule, be renewed biennially. Licenses originally issued in an odd numbered year shall be renewed by December 31 of each odd numbered year. Licenses originally issued in an even numbered year shall be renewed by December 31 of each even numbered year.

(A) Licenses originally issued in an odd numbered year and currently scheduled for renewal in December 2002 shall be renewed for one (1) year only, whereafter they shall be renewed biennially as set forth in section (1) of this rule.

(B) Licenses originally issued in an even numbered year and currently scheduled for renewal in December 2003 shall be renewed for one (1) year only, whereafter they shall be renewed biennially as set forth in section (1) of this rule.

(C) The fee for renewal of a license under subsections (1)(A) and (1)(B) of this rule shall be prorated based on the renewal fee set forth in 4 CSR 30-6.015.

(2) Effective January 1, 2002 the certificates of authority issued to corporations authorized to offer architectural, engineering and land surveying services in Missouri shall, except as set forth in subsections (2)(A), (2)(B), (2)(C), and (2)(D) of this rule, be renewed biennially. Certificates of authority originally issued in an odd numbered year shall be renewed by December 31 of each odd numbered year. Certificates of authority originally issued in an even numbered year shall be renewed by December 31 of each even numbered year.

(A) Certificates of authority originally issued in an odd numbered year and currently scheduled for renewal in February 2002 shall be renewed through December 31,

2003, whereafter they shall be renewed biennially as set forth in section (2) of this rule.

(B) Certificates of authority originally issued in an even numbered year and currently scheduled for renewal in February 2002 shall be renewed through December 31, 2002, whereafter they shall be renewed biennially as set forth in section (2) of this rule.

(C) Certificates of authority originally issued in an odd numbered year and currently scheduled for renewal in February 2003 shall be renewed through December 31, 2003, whereafter they shall be renewed biennially as set forth in section (2) of this rule.

(D) Certificates of authority originally issued in an even numbered year and currently scheduled for renewal in February 2003 shall be renewed through December 31, 2004, whereafter they shall be renewed biennially as set forth in section (2) of this rule.

(E) The fee for renewal of a certificate of authority under subsections (2)(A) through (2)(D) of this rule shall be prorated based on the renewal fee set forth in 4 CSR 30-6.015.

(3) Each renewal application from every registered architect, professional engineer and professional land surveyor in Missouri shall be accompanied by the following information, in addition to any other information the board may require:

- (A) Name;
- (B) Address; and
- (C) Place of employment.

(4) Each person holding a license and corporation holding a certificate of authority to practice architecture, professional engineering and professional land surveying in Missouri shall file, in writing, their proper and current mailing address of record with the board at its office in Jefferson City and immediately notify the board, in writing, at its office of any changes of mailing address, giving both the old and the new addresses.

(5) Failure to receive an application for renewal of a license or certificate of authority shall not relieve the licensee or certificate holder from their duty to timely renew, nor shall it relieve them from the obligation to pay any additional fee(s) necessitated by any late renewal.

*AUTHORITY: section 327.041, RSMo 2000.\*  
Emergency rule filed Sept. 14, 1981, effective Sept. 24, 1981, expired Jan. 22, 1982.  
Original rule filed Sept. 14, 1981, effective Dec. 11, 1981. Amended: Filed Feb. 4, 1992, effective June 25, 1992. Amended: Filed Oct. 3, 1995, effective April 30, 1996. Rescinded and readopted: Filed June 15, 2001, effective Jan. 30, 2002.*

*\*Original authority: 327.041, RSMo 1969, amended 1981, 1986, 1989, 1993, 1995, 1999, 2001.*

**4 CSR 30-11.020 Professional Land Surveyor—Renewal and Reactivation of Licensure**

*PURPOSE: This rule clarifies the requirements and conditions for renewing and reactivating a professional land surveyor's certificate of licensure.*

(1) Licenses not renewed on or before the renewal date become non-current and subject to the provisions of section 327.351, RSMo. No person is entitled to practice as a professional land surveyor unless he/she holds a current and active license.

(2) In order to renew a license, the licensee must:

(A) Submit a completed renewal application form furnished by the board; and

(B) Pay the required fee; provided however, no fee shall be paid by a licensee who is at least seventy-five (75) years of age at the time the renewal is due; and

(C) Submit a completed Professional Development Unit ("PDU") form furnished by the board verifying that the licensee has completed at least twenty (20) PDUs during the preceding two (2) calendar years unless otherwise exempted.

(3) Licensees who request to be classified as inactive pursuant to section 327.351.5, RSMo, may maintain their inactive status by paying the renewal fee as provided in 4 CSR 30-6.015. Inactive licensees need not complete the PDU requirement. However, an inactive licensee shall not have his/her license reactivated until he/she pays the required reactivation fee, and in addition, either:

(A) Completes the PDU requirements as described in section 327.351.6(1), RSMo; or

(B) Successfully completes the Missouri Specific Examination for professional land surveyors pursuant to section 327.351.6(2), RSMo.

*AUTHORITY: section 327.041, RSMo 2000.\*  
Original rule filed June 15, 2001, effective Jan. 30, 2002.*

*\*Original authority: 327.041, RSMo 1969, amended 1981, 1986, 1989, 1993, 1995, 1999, 2001.*