

Rules of Department of Economic Development

Division 30—Missouri Board for Architects, Professional Engineers and Land Surveyors Chapter 4—Applications

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

4 CSR 30-4.010 Filing Deadline—Architects, Engineers, Land Surveyors and Land Surveyors-in-Training

PURPOSE: This rule sets filing deadline for applicants for examination and registration as architects, professional engineers, land surveyors and land surveyors-in-training.

All applications for examination and registration as an architect, professional engineer or land surveyor and all applications for examination and enrollment as a land surveyor-in-training shall be filed with the secretary treasurer of the board at least ninety (90) days before the date set for the examination.

AUTHORITY: section 327.041, RSMo (1986). Original rule filed Aug. 22, 1973, effective Sept. 22, 1973. Amended: Filed Jan. 12, 1984, effective April 12, 1984.

4 CSR 30-4.020 Filing Deadline—Engineer-in-Training

PURPOSE: This rule sets filing deadline for examination and enrollment as an engineer-in-training.

All applications for examination and enrollment as an engineer-in-training shall be filed with the secretary-treasurer of the board at least forty-five (45) days before the date set for the examination.

AUTHORITY: section 327.041, RSMo (1986). Original rule filed May 4, 1973, effective June 4, 1973. Amended: Filed July 20, 1987, effective Oct. 25, 1987.

4 CSR 30-4.030 Deferring Action on Applications

PURPOSE: This rule gives the board authority to defer action on applications.

The board, on its own motion, may continue or defer action on any pending application and nothing in these regulations shall be con-

strued as limiting the authority of the board in such matters.

AUTHORITY: section 327.041, RSMo (1986). Original rule filed March 16, 1970, effective April 16, 1970.

4 CSR 30-4.040 Reconsideration of Denied Applications

(Rescinded October 30, 1996)

4 CSR 30-4.050 Criteria to File Application Under 327.391, RSMo

PURPOSE: This rule requires that applications for registration under section 327.391, RSMo (1986) be subject to criteria established by the board at the time of receipt of the application.

(1) All applications for registration as a professional engineer under section 327.391, RSMo (1986) shall be subject to such criteria as established by the board at the time the application is received.

(A) Applicant shall submit a complete application on forms prescribed by the board.

(B) Applicant shall submit an official birth certificate issued by the Bureau of Vital Statistics or a notarized copy of an official birth certificate issued by the Bureau of Vital Statistics.

(C) Applicant shall submit a detailed resume of his/her engineering experience.

(D) Applicant shall request at least five (5) registered professional engineers to send a letter of reference directly to the office of the board. Letters are not to be submitted by individuals listed in the applicant's experience record or from persons who sign the five (5) interrogatory form letters of reference furnished to the applicant in his/her packet of application forms.

(E) Applicant should be a resident of the state of Missouri or hold a valid certificate of registration as an engineer issued by another state.

(F) If the applicant holds a degree in engineering or science, and if the board approves the applicant for further consideration after reviewing material submitted pursuant to subsections (1)(A)—(D) of this rule, the applicant will be invited to submit a comprehensive, detailed, notarized report on a significant engineering project in which s/he has personally participated as an engineer or for which the engineering functions have been under his/her direct supervision. The project on which s/he is reporting must not have been completed more than ten (10) years prior to

the date of the report. The report will be a document prepared for the specific purpose of registration. A printed article of personal or conjoint authorship or a copy of a document prepared for some other purpose will not be acceptable. With the report, the applicant will be required to include a list of items covering some of his/her achievements, such as published articles, books, citations, honors, patents, society activities, etc. and exhibits of personal work which s/he considers to be of outstanding engineering nature, not to exceed four (4) or five (5) in number. If, after reviewing the report, the board still feels the applicant deserves further consideration, the applicant will be required to pass an oral examination.

(G) If the applicant does not hold a degree in engineering or science and if the board approves the applicant for further consideration after reviewing material submitted pursuant to subsections (1)(A)—(D) of this rule, the applicant will be required to pass a written examination.

(H) The written examination shall be an eight (8)-hour examination over the Principles and Practice of Engineering. The examination shall be an approved exam as provided for in 4 CSR 30-5.070. Additional written examinations may also be required if deemed necessary by the board.

(2) All applications for registration as a land surveyor under section 327.391, RSMo (1986) shall be subject to such criteria as established by the board at the time the application is received.

(A) Applicant shall submit a complete application on forms prescribed by the board.

(B) Applicant shall submit an official birth certificate issued by the Bureau of Vital Statistics or a notarized copy of an official birth certificate issued by the Bureau of Vital Statistics.

(C) Applicant shall submit a detailed resume' of his/her land surveying experience.

(D) Applicant shall request at least five (5) registered land surveyors to send a letter of reference directly to the office of the board. Letters are not to be submitted by individuals listed in the applicant's experience record or from persons who sign the five (5) interrogatory form letters of reference furnished to the applicant in his/her packet of application forms.

(E) Applicant should be a resident of the state of Missouri or hold a valid certificate of registration as a land surveyor issued by another state.

(F) If the applicant holds a degree in engineering or science, and if the board approves the applicant for further consideration after



reviewing material submitted pursuant to subsections (2)(A)—(D) of this rule, the applicant will be invited to submit a comprehensive, detailed, notarized report on an outstanding land surveying project in which s/he has personally participated as a land surveyor or for which the land surveying functions have been under his/her direct supervision. The report will be a document prepared for the specific purpose of registration. A printed article of personal or conjoint authorship or a copy of a document prepared for some other purpose will not be acceptable. With the report, the applicant will be required to include a list of items covering some of his/her achievements, such as published articles, books, citations, honors, patents, society activities, etc. and exhibits of personal work which s/he considers to be of outstanding land surveying nature, not to exceed four (4) or five (5) in number. If, after reviewing the report, the board still feels the applicant deserves further consideration, the applicant will be required to pass an oral examination.

(G) If the applicant does not hold a degree in engineering or science and if the board approves the applicant for further consideration after reviewing the material submitted pursuant to subsections (2)(A)—(D) of this rule, the applicant will be required to pass a written examination.

(H) The written examination shall consist of three (3) sections. The first section shall be the NCEE Part III Examination covering the Principles and Practice of Land Surveying. The second section shall be Part IV-A covering Missouri statutes and rules related to the “Standards of Practice” of the Missouri Land Survey, the U.S. system of public land surveying in Missouri, the Missouri State Coordinate System and other areas of professional practice in Missouri. The third section shall be the NCEE Part IV-B Examination covering the Principles and Practice of Land Surveying.

AUTHORITY: section 327.041, RSMo (1986). Original rule filed Nov. 10, 1971, effective Dec. 10, 1971. Amended: Filed Dec. 8, 1981, effective March 11, 1982. Amended: Filed Jan. 12, 1984, effective April 12, 1984. Amended: Filed Jan. 27, 1987, effective April 26, 1987.

4 CSR 30-4.060 Evaluation—Comity Applications—Architects

PURPOSE: This rule insures that applicants for registration as architects

meet the minimum requirements for initial registration in Missouri.

(1) Individuals applying for registration as an architect under section 327.381, RSMo who were originally registered in another state without being required to pass the NCARB examinations, that is, the Qualifying Test, the Design Problem and the Professional Examination, will be required to pass the NCARB examination(s) or any portion which s/he was not required to pass to attain his/her original or subsequent registration(s).

(2) Individuals applying for registration as an architect under section 327.381, RSMo who were originally registered in a territory or possession of the United States or in another country without being required to pass the NCARB examinations, that is, the Qualifying Test, the Design Problem and the Professional Examination, must pass such examination(s) as the architectural division deems necessary.

(3) Experience as a registered architect practicing as a principal or the equivalent as determined by the architectural division, acceptably documented for a period of at least two (2) years, may be accepted in lieu of passing the Qualifying Test and/or the Design Problem.

AUTHORITY: section 327.041, RSMo (1986). Original rule filed Dec. 8, 1981, effective March 11, 1982.

4 CSR 30-4.070 Evaluation—Comity Applications—Engineers

PURPOSE: This rule insures that applicants for registration as professional engineers meet the minimum requirements for initial registration in Missouri.

(1) Individuals applying for registration as a professional engineer under section 327.381, RSMo who were originally registered in another state without being required to pass the NCEE examinations, that is, the fundamentals of Engineering Examination and the Principles and Practice of Engineering Examination, will be required to pass the NCEE examination(s) which s/he was not required to pass to attain his/her original or subsequent registration(s).

(2) Individuals applying for registration as a professional engineer under section 327.381, RSMo who were originally registered in a

territory or possession of the United States or in another country without being required to pass the NCEE examinations, that is, the Fundamentals of Engineering Examination and the Principles and Practice of Engineering Examination, must pass such examination(s) as the professional engineering division deems necessary.

(A) When the professional engineering division questions the academic proficiency of the applicant, the division may require the applicant to take and pass the Fundamentals of Engineering Examination.

(B) When the professional engineering division questions the experience proficiency of the applicant, the division may require the applicant to take and pass the Principles and Practice of Engineering Examination.

(C) When the professional engineering division questions both the academic and experience proficiency of the applicant, the division may require the applicant to take and pass both the Fundamentals of Engineering Examination and the Principles and Practice of Engineering Examination subject to the provisions of regulations 4 CSR 30-5.100 and 4 CSR 30-5.105 governing the number of reexaminations.

AUTHORITY: section 327.041, RSMo (1986). Original rule filed Dec. 8, 1981, effective March 11, 1982.

4 CSR 30-4.080 Evaluation—Comity Applications—Land Surveyors

PURPOSE: This rule insures that applicants for registration as land surveyors meet the minimum requirements for initial registration in Missouri.

Any applicant for registration as a land surveyor on the basis of the comity provisions of section 327.381, RSMo who has been registered as a land surveyor in another state may be allowed, at the discretion of the land surveying division, to sit for an oral examination consisting of material to be determined by the division; however, if the applicant has been registered as a land surveyor in another state for less than five (5) years or who is not engaged, at the time of his/her application, in an active practice of land surveying must pass Part IV-A and Part IV-B of the written and survey examination before being registered.

AUTHORITY: section 327.041, RSMo (1986). Original rule filed Dec. 8, 1981, effective March 11, 1982. Amended: Filed Jan. 27, 1987, effective April 26, 1987.