

FBPE Office Use Only

| | |
|---|---|
| Application for Endorsement of Engineer Intern Certification (Application Fee \$100.00) ATTN: Lisa Simmons | Florida Board of Professional Engineers 2507 Callaway Rd, Suite 200 Tallahassee, FL 32303 (850) 521-0500 |
|---|---|

PLEASE TYPE OR PRINT IN INK

APPLICANT PROFILE DATA: PRINT NAME AS YOU WANT IT TO APPEAR ON YOUR WALL CERTIFICATE

| | | | |
|-------------------------|-------------------|--------------------------------------|-------------------|
| Name | Last | First | Middle |
| Mailing Address | Number and Street | | Apt/Lot No. |
| | City | County | State Zip Code |
| *Social Security Number | | Place of Birth (City, State, County) | |

*Social Security numbers are mandatory pursuant to Title 42 United States Code, Sections 653 and 654; and Sections 455.203(9), 455.213(1), 409.2577, and 409.2598, Florida Statutes.

| | | | |
|---------------|--------------------|------------------------|---------------|
| Date of Birth | Home Telephone No. | Business Telephone No. | Email Address |
|---------------|--------------------|------------------------|---------------|

Have you ever changed your name through marriage or through action of a court, or have you ever been known by any other name:
 YES NO if YES, please provide a copy of the marriage certificate or legal court order.

We are required to ask that you furnish the following information as part of your voluntary compliance with Section 2, Uniform Guidelines on Employee Selection Procedure (1978) 43FR38296 (August 25, 1978). This information is gathered for statistical and reporting purposes only and does not in any way affect your candidacy for licensure.

Race:
 Caucasian African-American Hispanic Asian Native American _____ **Other:** _____ **Sex:**
 Male Female

| | |
|--|---|
| EDUCATION: | STATE OF CERTIFICATION |
| You must hold a BS degree in engineering from an EAC/ABET accredited program: Are you a graduate of an EAC/ABET accredited engineering curriculum? <input type="checkbox"/> YES | Provide the name of the state in which you completed your NCEES Fundamentals Examination and received EI Certification ____ What is your Certification Number ____ |
| Discipline of degree awarded: _____ _____ _____ Month, Date, Year | Name and location of University _____ _____ _____ |

Have you ever been convicted or found guilty, or entered a plea of guilty or nolo contendere regardless of adjudication, of a crime in any jurisdiction, or have you ever been found guilty by a military court-martial? (do not include pending charges or non-criminal traffic violations.) YES NO
If YES, please list date, jurisdiction (state & county), offense, disposition and all other relevant information on attached sheet(s).

AFFIRMATION:

I have carefully read the questions in the foregoing application and have answered them completely, without reservations of any kind, and I declare and affirm that my answers and all statements made by me herein are true and correct. Should I furnish any false information in this application, I hereby agree that such act shall constitute cause for the denial, suspension, or revocation of any certification issued in the State of Florida.

_____ Personally known to me OR _____ ID shown; Type of ID _____

Applicant
Sign Here _____ **Date** _____

STATE OF (_____) **ACKNOWLEDGED BEFORE ME**
 COUNTY OF (_____) THIS _____ DAY OF _____, 20____
Notary Sign Here _____ **MY COMMISSION EXPIRES** _____

Attach to passport photo or a copy of a valid driver's license on a separate sheet of paper

Florida Board of Professional Engineers
2507 Callaway Road, Suite 200
 Tallahassee, Florida 32303
 Attn: [Lisa Simmons](#)
 (850) 521-0500

VERIFICATION OF ENGINEER INTERN CERTIFICATION

FROM: STATE VERIFYING EXAMINATION AND CERTIFICATION AS ENGINEER INTERN

Date _____

Name of Applicant _____

Street _____

TO: Florida Board of Professional Engineers
 2507 Callaway Road, Suite 200
 TALLAHASSEE, FLORIDA 32303

City _____ State _____

Zip _____

Date of Birth _____

I. THE ABOVE NAMED PERSON WAS CERTIFIED:

| | CERTIFICATE NUMBER | DATE ISSUED | VALID UNTIL | DATE APPLIED |
|-----------------|--------------------|-------------|-------------|--------------|
| Engineer Intern | _____ | _____ | _____ | _____ |

II. BASIS OF CERTIFICATION:

| | HOURS | RESULTS | NCEES EXAM | EXAM DATE |
|---|-------|---------|------------|-----------|
| 1. Written Examination: EI: | _____ | _____ | _____ | _____ |
| 2. Is there any record of disciplinary action? Yes_____ No_____ | | | | |

REMARKS:

BY: _____

TITLE: _____

(BOARD SEAL)

DATE: _____

Education Release Form

Please complete all information pertaining to the Institution and yourself. Mail this form to the University in order that they may forward a transcript to the Florida Board of Professional Engineers.

PLEASE TYPE OR PRINT LEGIBLY.

Name and Address of Institution:

Name and Address of Applicant:

Social Security No.: _____

Date of Attendance: _____

Degree Awarded _____

Date Degree Awarded: _____

Discipline: _____

I am making application to the Florida Board of Professional Engineers for Certification as an Engineer Intern. To proceed with this application, I must confirm that I hold a degree in engineering from an EAC/ABET accredited program. Please forward an official copy of my transcript, to the Florida Board of Professional Engineers, 2507 Callaway Road, Suite 200, Tallahassee, Florida 32303. If there is a fee for release of this information, please notify me immediately.

Signature of Applicant: _____

Date: _____

**RETURN THIS DOCUMENT
AND TRANSCRIPT TO:**

Florida Board of Professional Engineers
Attn: [Lisa Simmons](#)
2507 Callaway Road Suite 200
Tallahassee, FL 32303
(850) 521-0500

(SCHOOL SEAL)

Application Instructions Endorsement of Engineer Intern Certification

In order to qualify for endorsement of your Engineer Intern Certification you must submit a completed application with your fee and ensure that supporting documentation is submitted to complete the process of endorsing your EI Certification from another state. This application package should contain the following:

Application/Profile Data Form

Complete the Application Profile Data and attach one passport photo or copy of valid Driver's License. Attach a check or money order made payable to the Florida Board of Professional Engineers in the amount of \$100.

Verification of Engineer Intern Certification

You should forward the verification form to the state in which you received your Engineer Intern. The completed form should be returned to our office to verify evidence of passing of the NCEES Fundamentals Examination by a score of 70 or above and verification of your certification as an Engineer Intern certification.

Release of Transcript Form for University

You should request that completed transcripts be forwarded to the Florida Board of Professional Engineers.

Completed Laws & Rules Study Guide Test Sheet for EIT

Note: Under the Federal Privacy Act, disclosure of Social Security numbers is voluntary unless specifically required by Federal Statute. In this instance, social security numbers are mandatory pursuant to Title 42 United States Code, Sections 653 and 654; and sections 455.203(9), 455.213(1), 409.2577, and 409.2598, Florida Statutes. Social Security number are used to allow efficient screening of applicants and licensees by Title IV-D child support agency to assure compliance with child support

Obligations. Social Security number must also be recorded on all professional and occupational license applications and will be used for licensee identification pursuant to the Personal Responsibility and Work Opportunity Reconciliation Act of 1996 (Welfare Reform Act) 104 pub.L.193. Sec.317

Laws and Rules Study Guide and Questionnaire

INTRODUCTION

The Florida Board of Professional Engineers is responsible for enforcing Chapter 471 of the Florida Statutes, which states that the Legislature deems it necessary in the interest of public health and safety to regulate the practice of engineering in this state.

In responding to this statutory mandate, the Florida Board of Professional Engineers has made marked strides to ensure that licensees are competent and in fact do not pose a danger to the public. One aspect of implementing the law emphasizes specific requirements in the evaluation of a candidate's ability and knowledge of professional engineering. This evaluation is currently accomplished through the use of the national examination developed by the National Council of Examiners for Engineering and Surveying (NCEES). The second means of insuring a person's ability to practice in Florida is through completion of this Study Guide on Florida's Laws and Rules. The Study Guide consists of multiple-choice questions that relate to Chapter 471, Florida Statutes and Chapter 61G15, Florida Administrative Code. You are required to submit the Study Guide as a part of the application process. A file will not be considered complete unless the Study Guide is submitted. In accordance with Rule 61G15-20.0016, F.A.C., an applicant must achieve a minimum score of 90% on the Study Guide. For the individuals who are applying with foreign degrees, this Study Guide is recognized as satisfying the Professionalism and Ethics course requirement.

After you have completed answering all of the questions, go back and check your work. Make certain that you have marked only one answer choice for each question. There is only one correct answer to each question. Make certain that you have answered each question. Any question that is left blank will be counted as incorrect.

1. The legislative intent of the Engineering Practice Act is to
 - A. lessen the responsibilities of other allied professions.
 - B. protect the health and welfare of citizens.
 - C. increase the revenue of the state.
 - D. promote increased regulation of professions.

2. In addition to education and experience requirements, persons seeking licensure as a professional engineer must
 - A. have good moral character.
 - B. have good standing in at least three (3) professional organizations.
 - C. have permanent residency in the State of Florida.
 - D. have worked on a major engineering project in the year prior to seeking licensure.

3. Withholding the issuance of a license by endorsement because of an ongoing investigative action
 - A. is permitted by the Florida Statutes.
 - B. is not permitted by the Florida Statutes or the Board rules.
 - C. is not permitted by Board rules.
 - D. is not permitted by Florida Statutes.

4. The use of the title "Architect" by an Engineer or the title "Engineer" by an Architect is

- A. permitted by Board rules.
 - B. permitted by Florida Statutes and Board rules.
 - C. not permitted by Florida Statutes.
 - D. is permitted by Florida Statutes.
5. The practice of engineering by a corporation or partnership is
- A. prohibited if the partnership or corporation join together.
 - B. permitted only if all employees, agents or officers are licensed.
 - C. prohibited if the partnership or corporation is providing engineering services to the public.
 - D. permitted only if the firm possesses a Certificate of Authorization issued by the Florida Engineers Management Corporation.
6. Practicing engineering under a fictitious name with a Certificate of Authorization
- A. is not permitted by Board rule.
 - B. is not permitted by Florida Statutes.
 - C. is permitted by Florida Statutes.
 - D. is not permitted by Florida Statutes or Board rules.
7. A professional engineer who practices through a corporation or partnership
- A. is relieved of personal liability for negligence through the Certificate of Authorization.
 - B. is not relieved of personal liability for negligence.
 - C. is relieved of personal liability for negligence only through the corporation.
 - D. is relieved of personal liability for negligence only through the partnership.
8. A Certificate of Authorization must be renewed
- A. once a year.
 - B. once every two years.
 - C. once every three years.
 - D. once every four years.
9. Affixing one's seal to documents other than those which he/she was in responsible charge
- A. is permitted by Florida Statutes and by Board rule.
 - B. is permitted by Florida Statutes.
 - C. is permitted by Board rules.
 - D. is not permitted by Florida Statutes.
10. A Certificate of Authorization, which authorizes a company to provide engineering services, is issued by

- A. the Florida Engineers Management Corporation.
 - B. the Bureau of Engineering Practitioners.
 - C. the Division of Quality Certification.
 - D. the Secretary of State.
11. The use of the seal, other than his/her own, by an engineer
- A. is not permitted by Florida Statutes.
 - B. is permitted by Florida Statutes.
 - C. is permitted by Board rule.
 - D. is permitted by Florida Statutes and Board rule.
12. Being convicted or found guilty of a crime in any jurisdiction relating to the practice of engineering is grounds for disciplinary action
- A. regardless of adjudication.
 - B. only if convicted of a felony.
 - C. only if the judge orders it.
 - D. only if convicted of a misdemeanor.
13. Performing professional engineering services
- A. is adequate performance of service or creative work requiring engineering education, training, and experience.
 - B. is consulting, investigation, evaluation, planning, and design.
 - C. requires that any people that hold themselves out as offering services in any branch of engineering be licensed.
 - D. All of the above.
14. Any person licensed as a professional engineer shall apply for renewal
- A. once a year.
 - B. once every two years.
 - C. once every three years.
 - D. once every four years.
15. The purpose of the probable cause panel is to
- A. determine if there is a criminal violation.
 - B. promulgate rules for the Board of Professional Engineers.
 - C. determine if there is probable cause to believe a violation of the engineering rules/laws has occurred.
 - D. promulgate rules for the Department of Business and Professional Regulation.
16. The exercise of supervisory authority over engineering work is known as

- A. "responsible control."
 - B. "overseeing control."
 - C. "responsible charge."
 - D. "overseeing charge."
17. An inability on the part of a professional engineer to perform required professional duties normally is known as
- A. misconduct.
 - B. negligence.
 - C. adverse performance.
 - D. incompetence.
18. Performing an engineering assignment when not qualified by training or experience is known as
- A. negligence.
 - B. adverse performance.
 - C. incompetence.
 - D. misconduct.
19. A Temporary License for work on one specified project shall be granted for a period not to exceed:
- A. six months.
 - B. one year.
 - C. two years.
 - D. three years.
20. If a licensee is inactive for more than one year, the number of continuing education hours required to activate the license is
- A. two per inactive year over one year.
 - B. four per inactive year over one year.
 - C. six per inactive year over one year.
 - D. twelve per inactive year over one year.
21. The seal required in Florida is a
- A. impression type seal.
 - B. hard plastic type.
 - C. rubber stamp type.
 - D. engraved script type.
22. All of the following are grounds for disciplinary action except:

- A. practicing under a suspended license.
 - B. practicing under a reactivated license.
 - C. practicing under an inactive license.
 - D. practicing under a revoked license.
23. When adopting another engineer's work,
- A. the successor engineer only needs to change the title block.
 - B. a cursory review for code compliance is all that's required.
 - C. the original engineer is still responsible.
 - D. the successor engineer must be able to document and produce upon request evidence that he has in fact recreated all the work done by the original professional engineer.
24. Notification to the Florida Engineers Management Corporation by a professional engineer having knowledge of violations of Chapter 471, Florida Statutes is
- A. irrelevant to the rules and statutes governing engineering.
 - B. outside of the scope of practice.
 - C. required by Board rules.
 - D. considered interfering with the judicial process.
25. If a professional engineer believes that a conflict of interest might exist with an employer or a client, he/she should take the following action:
- A. Disclose in writing to his/her employer or client the full circumstances as to a possible conflict of interest.
 - B. Assure in writing that the conflict will in no manner influence the professional engineer's judgment, or the quality of services to the employer or client.
 - C. Promptly inform his/her client or employer in writing of any business association, interest, or circumstances that may be influencing his/her judgment or the quality of services to the employer.
 - D. All of the above.
26. Any individual part, subsystem, or device of a Fire Protection System is defined as:
- A. a specification item
 - B. a Fire Protection System Component
 - C. hardware
 - D. Contractor-furnished material
27. Responsible charge means
- A. casual review of engineering documents.
 - B. being able to sign, date, and seal any and all documents.
 - C. being capable of answering relevant questions as to the engineering decisions leaving little doubt as to the engineer's proficiency.
 - D. approving a designer/draftman's decisions.
28. A professional engineer in the practice of engineering who fails to utilize due care and to have due regard for acceptable standards is deemed guilty of

- A. incompetence.
 - B. negligence.
 - C. misconduct.
 - D. deceptive practice.
29. Which activity does not qualify for the area of practice requirement of the biennial continuing education requirement?
- A. Successful completion of college courses.
 - B. Regular employment.
 - C. Preparing test questions for NCEES.
 - D. Active participation as an officer of a professional or technical society.
30. A professional engineer whose engineering judgment is overruled by an unqualified lay authority with the result that the public health and safety is threatened should
- A. resign.
 - B. make a note in the file.
 - C. inform his employer and responsible public authority.
 - D. write a letter of protest to the Florida Engineers Management Corporation.
31. Being untruthful, deceptive or misleading in any professional report is considered under Florida Statutes to be
- A. unethical.
 - B. misconduct.
 - C. incompetence.
 - D. negligence.
32. Plans prepared by an engineer must be
- A. signed by the engineer.
 - B. rubber-stamped by the engineer's seal.
 - C. sealed by an impression-type metal seal, signed by the engineer, and dated.
 - D. sealed by an impression-type metal seal.
33. When an engineer "certifies" an engineering statement,
- A. the statement can relate to matters beyond the engineer's technical competence.
 - B. it can involve matters that are beyond the engineer's scope of services actually provided.
 - C. it can relate to matters that were not prepared under the engineer's responsible supervision, direction, or control.
 - D. None of the above.
34. Affixing an engineer's seal or name to any plans that were not prepared by him or under his/her responsible supervision, direction, or control is

- A. prohibited by Florida Statutes.
 - B. permissible if the engineer who prepared the plans resides outside Florida.
 - C. permissible if also sealed by the person who prepared the plans.
 - D. is not permitted unless the engineer who prepared the plans grants permission.
35. When preparing or issuing final documents that are going to be filed for public record or are being provided to an owner or owner's representative, engineers need only affix their seal, signature & date to the cover or index sheet of:
- A. Design Plans & Prints.
 - B. Engineering Specifications
 - C. Final Bid Documents
 - D. Calculations
36. An engineer may prepare, sign, and seal engineering drawings containing architectural details if
- A. a seal is needed on a set of drawings to obtain a building permit.
 - B. an experienced architectural draftsman prepared in the drawings.
 - C. the architecture is incidental to his civil or structural engineering practice.
 - D. All of the above.
37. Threshold building inspectors will inspect shoring and reshoring:
- A. based on plans by contractor.
 - B. only based on plans by the engineer of record.
 - C. based on plans submitted to the enforcing agency.
 - D. based on plans prepared by the engineer of record and approved by the building official.
38. A professional engineer who has qualified as the threshold building inspector shall:
- A. Provide inspections in accordance with the structural inspection plan filed for public record by the engineer of record.
 - B. File a plan for public record to provide specific inspection procedures and schedules if the threshold building inspector uses an authorized representative to perform inspections.
 - C. File a plan for public record to provide specific inspection procedures and schedules if the threshold building inspector has an authorized representative who has been approved by the building official.
 - D. File a plan for public record to provide specific inspection procedures and schedules only if this plan has been approved by the architect.
39. Accepting gratuities directly or indirectly from contractors, their agents, or other parties, without written consent from the engineer's employer or client

- A. is not permitted by Florida Statutes or Board rules.
 - B. is not permitted by Board rule.
 - C. is permitted by Florida Statutes and Board rules.
 - D. is permitted by Florida Statutes.
40. To qualify as a threshold building inspector a professional engineer in Florida shall:
- A. Be currently licensed as professional engineer and have a principal practice as a structural engineer.
 - B. Have two years of experience in structural design of buildings after being licensed, and experience in structural inspection or design of at least 3 threshold buildings within the 10 calendar years preceding the filing of the application.
 - C. Attest to the professional engineer's competence to perform structural inspections on threshold buildings.
 - D. All of the above.
41. A professional engineer who desires to qualify as a threshold building inspector may count as qualifying experience:
- A. Time spent designing threshold buildings.
 - B. Time spent designing structural components such as foundations or post tensioned components for threshold buildings.
 - C. Time spent performing structural field inspections on threshold buildings.
 - D. Both A and C above.
42. Each licensee shall complete eight professional development hours during each license renewal as a condition of license renewal. How many of those hours shall relate to the licensee's area of practice?
- A. 2
 - B. 4
 - C. 6
 - D. 8
43. How many continuing education hours may be carried from one license renewal period to the next?
- A. 0
 - B. 2
 - C. 4
 - D. 6
44. What defines a professional development hour?
- A. One hour of instruction or presentation.

- B. The time required to prepare one hour of teaching materials.
 - C. Fifty minutes of instruction or presentation.
 - D. Successfully completing a test over the materials of the biennial continuing education requirement.
45. Threshold building inspectors shall provide inspections based on:
- A. The inspecting architects plan.
 - B. Architect of record design plans.
 - C. Structural engineer of record inspection plan.
 - D. Local building official plan.
46. Which licensee is exempt from the continuing education requirements of Chapter 471?
- A. An active licensee.
 - B. A registered civil engineer.
 - C. A suspended engineer.
 - D. A new licensee by examination for the first renewal period.
47. Fire protection engineering documents shall include the identification of:
- A. the supplier of system equipment.
 - B. the previous land use.
 - C. the Engineer of Record.
 - D. the State Fire Marshall.
48. The following must be shown on the Fire Protection Engineering Documents, unless shown on other related documents:
- A. proximity of exterior landscaping
 - B. requirements for activation and control systems
 - C. construction schedule
 - D. frequency of inspections
49. Pursuant to 471.025, Florida Statutes (F.S.), the Board hereby establishes the forms of metal types and pressure seals, which are acceptable to the Board. Said seal shall be a minimum of _____ inches in diameter. The correct size is:
- A. 1-1/2-inches.
 - B. 1-3/4-inches.
 - C. 1-7/8-inches.
 - D. 2-inches
50. All Engineers are required to be utilizing the new metal type impression type seal prior to:
- A. January 1, 2001.
 - B. July 1, 2001.
 - C. January 1, 2006.
 - D. July 1, 2002.

51. Preliminary documents submitted to a public agency should be
- A. signed and sealed
 - B. printed in red to show they are only preliminary
 - C. clearly noted to be preliminary and not in final form and are for agency review only
 - D. printed in half-size only
52. A Florida professional engineer who undertakes a specialty service regarding a portion of the engineering project is termed by the responsible rules
- A. a Subconsultant
 - B. a Delegated Engineer
 - C. a Design Team Member
 - D. a Specialty Consultant
53. For portions of the project that have been delegated the most important responsibility of engineer of record
- A. is to verify that the project is on schedule
 - B. is to verify that the budget has not been exceeded
 - C. is to confirm the engineer documents have been prepared by an engineer and that the delegated work generally conform to the intent of the Engineer of Record.
 - D. has no responsibility since it has been delegated

Florida Board of Professional Engineers
Study guide answer sheet
Engineer Intern Exam

1. A B C D E
O O O O O

15. A B C D E
O O O O O

29. A B C D E
O O O O O

43. A B C D E
O O O O O

2. A B C D E
O O O O O

16. A B C D E
O O O O O

30. A B C D E
O O O O O

44. A B C D E
O O O O O

3. A B C D E
O O O O O

17. A B C D E
O O O O O

31. A B C D E
O O O O O

45. A B C D E
O O O O O

4. A B C D E
O O O O O

18. A B C D E
O O O O O

32. A B C D E
O O O O O

46. A B C D E
O O O O O

5. A B C D E
O O O O O

19. A B C D E
O O O O O

33. A B C D E
O O O O O

47. A B C D E
O O O O O

6. A B C D E
O O O O O

20. A B C D E
O O O O O

34. A B C D E
O O O O O

48. A B C D E
O O O O O

7. A B C D E
O O O O O

21. A B C D E
O O O O O

35. A B C D E
O O O O O

49. A B C D E
O O O O O

8. A B C D E
O O O O O

22. A B C D E
O O O O O

36. A B C D E
O O O O O

50. A B C D E
O O O O O

9. A B C D E
O O O O O

23. A B C D E
O O O O O

37. A B C D E
O O O O O

51. A B C D E
O O O O O

10. A B C D E
O O O O O

24. A B C D E
O O O O O

38. A B C D E
O O O O O

52. A B C D E
O O O O O

11. A B C D E
O O O O O

25. A B C D E
O O O O O

39. A B C D E
O O O O O

53. A B C D E
O O O O O

12. A B C D E
O O O O O

26. A B C D E
O O O O O

40. A B C D E
O O O O O

13. A B C D E
O O O O O

27. A B C D E
O O O O O

41. A B C D E
O O O O O

14. A B C D E
O O O O O

28. A B C D E
O O O O O

42. A B C D E
O O O O O

Name: _____

SSN: _____

Email: _____