

**Arkansas State Board of Licensure
For Prof. Engineers & Prof. Surveyors**

PO Box 3750
Little Rock, AR 72203-3750
Telephone: 501-682-2824 Fax: 501-682-2827
www.arkansas.gov/pels

YOUR LICENSE WILL EXPIRE DECEMBER 31, 2024

Professional Engineer. Renewal Fee:
\$80.00 – if postmarked prior to December 31

To avoid a lapsed license, this completed form and payment (payable to PELS Fund) MUST BE POSTMARKED NO LATER THAN DECEMBER 31. Write your license number on your payment.

IF NOT RENEWED, YOUR LICENSE WILL LAPSE AND RENEWAL FEES WILL INCREASE TO:

\$120.00 - January 1 to February 28, 2025
\$160.00 – March 1, 2025 to December 31, 2026
NOTICE renew online and your renewal is processed within 24 hours compared to the 1-2 weeks that a paper copy requires.

PDH Carryover (visit online roster to view): _____
Name: _____ PE#: _____
Address: _____
City: _____ State: _____ Zip+4: _____ - _____

Same as above Change Address to (check one): Home: Other: School: Work:

If Other or School enter Name: _____

If Work, enter Company Name: _____

Address: _____ Ste/Bldg/Floor: _____ (if applicable)

City: _____ State: _____ Zip+4: _____ - _____

E-Mail: _____ Primary Phone: (____) _____ - _____ Ext: _____

Secondary: (____) _____ - _____ Ext: _____ Fax: (____) _____ - _____

NOTICE! You may renew on-line with a credit card by going to www.pels.arkansas.gov

Answer the following 3 questions – provide copies of orders, pleadings, and/or correspondence as supporting documentation for any affirmative answer:

1. Are there any complaints or enforcement actions pending against you by another licensing board? YES: ____ NO: ____
2. Have you ever been disciplined by another Board(s) which resulted in enforcement actions? YES: ____ NO: ____
3. Have you ever been convicted of a felony or misdemeanor crime (other than traffic violations)? YES: ____ NO: ____

Enter your PDH Carryover as shown in the Online Roster: _____. For renewal requirements including PDH credit conversion, record maintenance, and exemptions, visit Article 19 of the Board's Rules on our website.

Select one of the following 3 options:

- I request my license be renewed – I earned _____ (round to 0.5) PDH between January 1, 2023 and December 31, 2024. A total of 30 are required per renewal period (combination of new/carryover hours).
- I request my license be renewed and claim an exemption from the **PDH** requirement based upon (select one):
- New Licensee since November 1, 2022
OPTIONAL Between November 1, 2022 and December 31, 2024 I earned _____ (round to 0.5) PDH.
 - Requesting Inactive Status.
 - Active duty in the US Armed Forces between Jan 1, 2023 & Dec 31, 2024.
 - Requesting Exempt Status (I was born before Jan 1, 1960 AND licensed as a PE before Jan 1, 2000).
- I request my license be placed in a Non-Renewed Status. This form is being returned without fees and remove my name from future mailings.

CERTIFICATION – I acknowledge that any person who gives false evidence in the attempt to obtain licensure shall be subject to disciplinary action by the Board.

Printed Name: _____ Date: ____/____/____

Signature: _____ PE # _____

BOARD USE ONLY: Receiver Initials: _____
Date Received: _____

Applicant Type: Licensee Other Payment received
Type Payment: Cashier's Check Company Check
 Money Order Personal Check Temp Check

Payment Identifier: _____

Total Payment: \$80 \$120 \$160

Receipt Type(s): Renewal Fee – Professional Engineer \$80.00
Renewal Fee – Professional Engineer – Late (1-60 days) \$40.00
Renewal Fee – Professional Engineer – Late (61+ days) \$80.00