

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](http://www.arkansas.gov/pels)

10/1/2025 – 09/30/2027 Renewal Notice for  
DUAL Licensee - ENGINEER License Ends with Odd Number

Name: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip+4: \_\_\_\_\_ - \_\_\_\_\_

Same as above  Change to: Home:  Other:  School:  Work:

If "Other", "School", or "Work", enter Name: \_\_\_\_\_

Address: \_\_\_\_\_, Ste/Bldg/Floor (if applicable): \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip+4: \_\_\_\_\_ - \_\_\_\_\_

E-Mail: \_\_\_\_\_ Primary Phone: (\_\_\_\_) \_\_\_\_\_ - \_\_\_\_\_ Ext: \_\_\_\_\_

Secondary: (\_\_\_\_) \_\_\_\_\_ - \_\_\_\_\_ Ext: \_\_\_\_\_ Fax: (\_\_\_\_) \_\_\_\_\_ - \_\_\_\_\_

**YOUR LICENSES WILL EXPIRE SEPTEMBER 30, 2025**

**Dual Renewal Fee:**

\$140.00 - if postmarked prior to Sept 30  
(\$80.00 for PE + \$60.00 for PS)

To avoid lapsed licenses, this completed form and payment (payable to PELS Fund) MUST BE POSTMARKED NO LATER THAN SEPTEMBER 30. Write your license numbers on your payment.

**IF NOT RENEWED, YOUR LICENSES WILL LAPSE AND RENEWAL FEES WILL INCREASE AS FOLLOWS:**

\$210.00 – Oct. 1 to Nov. 30, 2025

\$280.00 – Dec. 1, 2025 to Sept. 30, 2027

**NOTICE** renew online and your renewal is processed within 24 hours compared to the 1-2 weeks that a paper copy requires.

**NOTICE! You may renew on-line with a credit card by going to [www.pels.arkansas.gov](http://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: \_\_\_\_\_

**Select one of the following 3 options:**

**I request my licenses be renewed** – and have completed the DUAL Continuing Education Log of Activities on reverse. Further between Oct. 1, 2023 – Sept. 30, 2025 I earned a minimum of 10 in engineering, 10 in surveying, 20 in either AND *at least 2 PDH in AR Standards of Practice No. 1 for Property Boundary Surveys and Plats.* Visit Article 19 of the Board's Rules for more information.

**I request my licenses be renewed and claim an exemption(s) from the PDH requirement(s) for my:**

**PE LICENSE (select one):**

- New licensee since Aug. 1, 2023. OPTIONAL between Aug. 1, 2023 – Sept. 30, 2025 I earned \_\_\_\_\_ (round to 0.5) PDH.
- Requesting Inactive Status.
- Active duty in the US Armed Forces between 10/1/2023 – 09/30/2025.
- Requesting Exempt Status (I was born before Oct. 1, 1960 **AND** licensed as a PE before Oct. 1, 2000).

**PS LICENSE (select one):**

- New licensee since Aug. 1, 2023. OPTIONAL between Aug. 1, 2023 – Sept. 30, 2025 I earned \_\_\_\_\_ (round to 0.5) PDH.
- Requesting Inactive Status.
- Active duty in the US Armed Forces between 10/1/2023 – 09/30/2025.
- Requesting Exempt Status (I was born before Oct. 1, 1965 **AND** licensed as a PS before Oct. 1, 2005).

**I request the following license(s) be placed in a Non-Renewed Status. PE:**  **PS:**  I am returning this form without fees for the selected license(s) and if both are selected, request my name be removed 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 No. \_\_\_\_\_ PS No. \_\_\_\_\_

**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 Renewal Fees: \$140 \$210 \$280**

Professional Engineer	\$80.00	Professional Surveyor	\$60.00
PE – Late (1-60 days)	\$40.00	PS – Late (1-60 days)	\$30.00
PE – Late (61+ days)	\$80.00	PS – Late (61+ days)	\$60.00