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STATE OF WASHINGTON
BOARD OF REGISTRATION FOR
PROFESSIONAL ENGINEERS AND LAND SURVEYORS
DEPARTMENT OF LICENSES
OLYMPIA, WASHINGTON

August 4, 1964

Mr. Richard O. White
Code Reviser
Legislative Building
Olympia, Washington

Dear Mr. White:

On the date of July 7th, we sent you a proposed set of By-Laws and Rules of Procedure of Washington State Board of Registration for Professional Engineers and Land Surveyors.

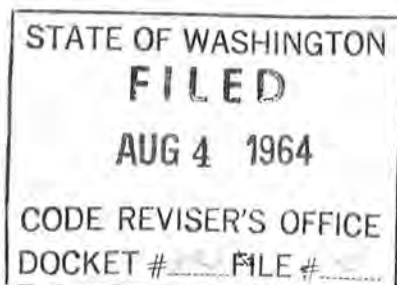
The enclosed sets, in duplicate, are the ones actually adopted by the Board in a meeting held in Longview, Washington, July 31st. Please make record of these accordingly.

Very truly yours,

CLARENCE B. SHAIN, P. E.
Executive Secretary, State Board of
Registration for Professional Engineers
and Land Surveyors

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STATE OF WASHINGTON

ALBERT D. ROSELLINI
Governor

MICHAEL T. GRAY
Director of Licenses

BY-LAWS AND RULES OF PROCEDURE

of

WASHINGTON STATE BOARD OF REGISTRATION FOR
PROFESSIONAL ENGINEERS AND LAND SURVEYORS

Excerpts from the law and rules and regulations of the Board covering the requirements for registration as an engineer-in-training.

I. ENGINEER-IN-TRAINING

A. Applications

1. The deadlines for receipt of applications, properly filled out and accompanied by the \$10.00 application fee, are April 1st and November 1st of each year. Applications received after the deadline shall be held for the examination given six months later. All persons, including those who have previously taken the examination and failed, are required to notify the Secretary by April 15th and November 15th as to the place where they intend to appear. In such cases, where an applicant has previously taken the examination and failed, a new application form is not required.

2. The application for Engineer-in-Training shall contain:

- | | |
|----------------------------|-----------------------------|
| (1) General Information | (5) Membership in Societies |
| (2) Education | (6) Professional experience |
| (3) Technical Examinations | (If not a graduate) |
| (4) Affidavit | |

Official transcripts of college record, if not attached to the application, shall be forwarded to the Secretary of the Board in Olympia as soon as they are available.

B. Experience

The law requires the completion of four years of experience prior

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to taking the Engineer-in-Training examination. This requirement may be fulfilled in either

1. Graduation in an approved engineering curriculum of four years or more from a school or college recognized by the Board.
2. Four years or more of experience in engineering work of a character acceptable to the Board.

C. Examinations

1. The Engineer-in-Training examination is given near the end of each academic year at Gonzaga University in Spokane, Washington; State University in Pullman, University of Washington in Seattle, and in December each year at the University of Washington in Seattle, and Washington State University in Pullman, or at other places as may from time to time be designated by the Board. The examination is of one day's duration and consists of two four-hour sessions from 8:00 AM to 12:00 Noon and from 1:00 PM to 5:00 PM which covers the following: engineering fundamentals: mathematics, chemistry, thermodynamics, mechanics of materials, physics, fluid mechanics, mechanics and electricity. The minimum passing grade is 70%.
2. The Board will not require a certificate from the Registrar of the applicant's college in anticipation of graduation as a prerequisite to sit for the E.I.T. examination. Persons who may normally expect to graduate no later than the end of the summer quarter or semester may sit for the Spring E.I.T. examination. Those persons who may be expected to graduate at the end of the winter quarter or semester following the

E.I.T. examination to be given during the month of December at the University of Washington and Washington State University may sit for that examination. In cases where college graduation is claimed as a pre-requisite no certificate will be issued until a college transcript showing completion of the four year requirement is filed with the Secretary of the Board.

3. Those who pass this examination receive engineer-in-training certificates and are excused from taking the engineering fundamentals portion of the regular professional engineering examinations. The E.I.T. passing grade will not be weighted in the professional examination but will be qualifying only.
- D. Fees (All checks or money orders shall be payable to State Treasurer.)
The \$10.00 engineer-in-training fee covers cost of examination and issuance of certificate. An applicant who fails one examination may be re-examined once without payment of additional fee. If he fails again, he must submit a further \$10.00 fee before he may re-appear for examination. There is no annual renewal fee for engineers-in-training.

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BY-LAWS AND RULES OF PROCEDURE

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WASHINGTON STATE BOARD OF REGISTRATION FOR
PROFESSIONAL ENGINEERS AND LAND SURVEYORS

Excerpts from the law and rules and regulations of the Board covering the requirements for registration as Professional Engineer, and/or Land Surveyor.

IV. RECIPROCITY

A. General

1. The Professional Engineers Registration Act provides that the Board for Professional Engineers and Land Surveyors may, upon application therefore, and the payment of a fee of fifteen dollars issue a certificate without further examination as a Professional Engineer or Land Surveyor to any person who holds a certificate of qualification of registration issued to him following examination by proper authority, of any state or territory or possession of the United States, the District of Columbia, or of any foreign country, provided:
 - (1) That the applicant's qualifications meet the requirements of the chapter and the rules established by the board, (2) that the applicant is in good standing with the licensing agency in said state, territory, possession, district, or foreign country, and (3) That the said state, territory, possession, district or foreign country gives like consideration on a reciprocal basis to those persons who have been registered by examination in this State. (4) That license has been

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granted on the basis of an examination equivalent to that given by the State of Washington.

2. The Board will issue certificates to those who apply in conformance with the act and who have been certified by the proper legal body of the State, territory, district or nation and whose qualifications conform to the law of this State. (8 years of professional experience is required by law).

B. Applications

1. All candidates who desire certification in Washington are required to submit their application on a form to be furnished by this Board.
2. This application must be filled out in complete detail and where the applicant desires certification by reciprocity, it is essential that the Interstate Certificate be certified by the issuing Board before the application is submitted to the Board. This is the responsibility of the applicant.
3. The fee of \$15.00 must accompany the application.
4. In such cases where engineering education is given as a part of the experience and is required to establish the minimum 8 years called for by the statute, it is the responsibility of the applicant to see that the Board is furnished a transcript of the academic record.

C. Examination

1. The branches in which certificates are presently issued are: aeronautical agricultural, ceramic, chemical, civil electrical, industrial, logging, mechanical, metallurgical mining, naval architecture and marine engineering, certificates on this basis will also be issued in land surveying. The branches of hydraulic, sanitary and structural engineering are considered to be specialized branches. An Applicant for any of these is required to hold a certificate in Washington, in one of the regular 12 branches named above, to be eligible to sit for an examination in any one of the specialized branches.
2. Applicants for certification by reciprocity from states, territories, districts or countries who have been issued certificates without examination or in instances where such governmental body does not grant certificates to regularly qualified registrants of Washington will be required to sit for an examination to test the skill and knowledge of the applicant.
3. The examination will be given in the branch chosen by the applicant from the list of regular branches given by this Board.
4. Such examinations are given after the Board has approved the applicant's request and usually before one or more members of the Board. These arrangements are set on dates mutually convenient to the applicant and the Board.

5. In cases where an applicant is issued a certificate by his governmental agency not included in the list of regular branches (1 of this section) the board will examine such an applicant in one of these regular branches of his choice, presumably the one closest to his specialty.
6. The Land Surveyors examination in Washington consists of two parts:
 - (a) First day--8:00 AM to 5:00 PM Land Surveying and Legal Questions.
 - (b) Second day-8:00 AM to 5:00 PM Land Surveying-Practical Applied Surveying Problems.Applicants for Land Surveying by reciprocity, who have been qualified by examination, will be exempt from the second day test. All applicants are required to sit for Rules and Legal Questions (first day).
7. One branch only as Professional Engineer or Land Surveyor will be issued by reciprocity. Each added branch requires a new application. All added branches will be authorized by passing a regular examination.
8. All examinations are given with open book unless otherwise specified by the Board.

D. Renewal Fees

Renewals are issued on an annual basis upon payment of the statutory fee of \$7.50. The renewal is effective from

January 1st to December 31st each year. Renewal notices are sent to the registrants last known address during November each year. The law provides that a registrant who has not paid the current renewal fee is delinquent on February 1st each year and may renew by payment of the regular renewal fee of \$7.50 and a penalty fee of \$7.50, totaling \$15.00.

E. Correspondence

All correspondence will be addressed to the Washington State Board of Registration for Professional Engineers and Land Surveyors, Department of Licenses, Olympia, Washington.

All checks and money orders paid in fees or any other purpose will be made payable to the State Treasurer.

STATE OF WASHINGTON

ALBERT D. ROSELLINI
Governor

MICHAEL T. GRAY
Director of Licenses

BY -LAWS AND RULES OF PROCEDURE

WASHINGTON STATE BOARD OF REGISTRATION FOR
PROFESSIONAL ENGINEERS AND LAND SURVEYORS

Excerpts from the law and rules and regulations of the Board covering the requirements for registration as a land surveyor.

III. REGISTERED PROFESSIONAL LAND SURVEYOR

The Professional Engineers and Land Surveyors Act provides; Land Surveyor: The term "land surveyor" shall mean a person who, through technical knowledge and skill gained by education and/or by experience, is qualified to practice land surveying as hereinafter defined.

The term "practice of land surveying" shall mean assuming responsible charge of the surveying of land for the establishment of corners, lines, boundaries, and monuments, the laying out and subdivision of land, the defining and locating of corners, lines, boundaries and monuments of land after they have been established, the survey of land areas for the purpose of determining the topography thereof, the making of topographical delineations and the preparing of maps and accurate records thereof, when the proper performance of such services requires technical knowledge and skill.

A. Applications

The deadlines for receipt of applications, properly filled out and accompanied by the \$15.00 application fee, are May 1st and November 1st of each year. Applications received after the deadline shall be held for the examination given six months

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later. Persons having previously taken the examination and failed are required to notify the Secretary by the above deadlines if they intend to appear for examination. In such cases a new application form is not required. All persons are required to notify the Secretary by May 15th and November 15th as to the place where they intend to appear.

B. Experience Records

The first requirement of the law for registration as a Professional Land Surveyor is a specific record of 6 or more years of approved professional experience in land (boundary) surveying. The provisions of the law are that:

1. Graduation in a recognized engineering curriculum of four years or more from a college recognized by the Board is equivalent to four years of the required experience.
2. Satisfactory completion of each year of such recognized engineering course is equivalent to one year of experience.
3. Graduation in a curriculum other than engineering will be evaluated by the Board and may be considered as equivalent to two years of such required experience. It is the responsibility of the applicant to see that the Board is furnished a transcript of his college record when education is claimed as experience.
4. Engineering teaching of a character satisfactory to the Board shall be given credit as experience up to 1 year.
5. A registered professional engineer who applies to be examined to become certified as a Land Surveyor is required to have

2 years acceptable land surveying experience, over and above his 8 years acceptable engineering experience. This requires a total of 10 or more years experience. A professional engineer is required to have 4 years acceptable engineering in his branch, over and above the statutory 6 years of acceptable land surveying experience. This also requires a total of 10 years experience.

C. Examinations

The land surveying examination consists of two full eight-hour sessions given at the regular examination period. All examinations are open book type.

The examination is written and consists of two separate parts in two consecutive days. Each day is divided into two sessions from 8:00 AM to Noon and from 1:00 PM to 5:00 PM.

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|---------------|---|
| 1. First day | Land Surveying--Rules and Legal Questions |
| 2. Second day | Land Surveying--Practical Applied Surveying Problems. |

A candidate may elect to sit for the examination in two consecutive days or may sit for one part at one examination and the other part at a subsequent examination.

Each day's examination is graded separately, as an example, if an applicant fails the first day's examination and passes the second day he would have to repeat the first day's examination at a subsequent examination date.

A candidate must receive a percentage of 70% in the combined total of written examination and experience. This is made up by averaging the grades on the examination papers plus one half

of one percent for each year of approved experience (after the statutory six years). No candidate can be considered as having passed who receives less than 60% in either the Rules and Legal Questions or Practical Applied Surveying Portions of the examination. The maximum percentage that may be allowed for experience is 10%.

D. Fees (All checks or money orders shall be made payable to State Treasurer)

1. The registration fee for land surveyors is \$15.00 which must be submitted in the form of check or money order with the application. An applicant who fails one examination may be re-examined once without payment of additional fee. If he fails again, however, he must submit a further \$15.00 fee before he may re-appear for examination.
2. The annual fee for renewal of land surveyor license is \$7.50, and covers the calendar year (January 1 - December 31). The fee must be paid before February 1st if the license is to remain in active standing. Licenses that have been allowed to lapse may be reinstated by payment of the current \$7.50 fee plus the reinstatement fee of \$7.50. A professional engineer who holds registration in land surveying pays only the \$7.50 professional engineer renewal fee, as in this case land surveying is considered an added branch.

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Excerpts from the law and rules and regulations of the Board covering the requirements for registration as Professional Engineer.

II. REGISTERED PROFESSIONAL ENGINEER

A. Applications

1. The deadlines for receipt of applications, properly filled out and accompanied by the \$15.00 application fee, are May 1st and November 1st of each year. Applications received after the deadline shall be held for the examination given six months later. All persons including those who have previously taken the examination and failed are required to notify the Secretary by May 15th and November 15th as to the place where they intend to appear. In such cases, where an applicant has previously taken the examination and failed, a new application form is not required.

B. Experience Records

1. Evaluation of Academic Experience

The first requirement for registration as a Professional Engineer is a specific record of eight years or more of approved experience in engineering work of a professional grade. The provisions of the law that any experience gained by college study, as defined below, must be substantiated by an official transcript.

(a) Graduation in an approved engineering curriculum of four years or more from an approved college is equivalent to four years of the required experience.

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- (b) Satisfactory completion of each year of such approved engineering course is equivalent to one year of experience.
- (c) Graduation in a curriculum other than engineering will be evaluated by the Board and may be considered as equivalent to two years of such required experience.
- (d) Postgraduate study in engineering may be given credit up to one year.
- (e) Engineering teaching of a character satisfactory to the Board may be recognized as engineering experience, up to a maximum of two years.

2. Colleges Recognized by the Board

Engineering colleges outside the State of Washington are recognized by the Board only if accredited by the Engineers' Council for Professional Development. Engineering Colleges in the State of Washington which are presently recognized by the Board are: The University of Washington, Washington State University, Gonzaga University and Seattle University

G. Examinations

The examinations are of two days duration: (a) Fundamentals and (b) Branch. The fundamental and branch examinations consists of two sessions, one from 8:00A.M. to noon and the other from 1:00 P.M. to 5:00P.M. If an applicant failing one part either (a) & (b), and passing the other has only to repeat the part failed. An applicant may choose to take either the fundamental or branch portion at one examination, and the remaining part at a subsequent examination.

First Day: Engineering Fundamentals covers the following topics:

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|------------------------|-----------------|
| Mathematics | Physics |
| Chemistry | Fluid Mechanics |
| Thermodynamics | Mechanics |
| Mechanics of Materials | Electricity |

Second Day: Specific branch of engineering under which the applicant desires to qualify: (except in Structural Engineering: See IG.

1. The following rules shall apply:

- (a) Applicants who hold Washington Engineer-In-Training certificates are only required to take the examination in the specific branch of engineering under which they desire to qualify.
- (b) Applicants who hold E.I.T. certificate issued to them by other states by virtue of a written examination comparable to that given by the State of Washington may be exempted from taking either the E.I.T. or the fundamental examination.
- (c) All applicants regardless of experience record are required to take the examination in the specific branch of engineering under which they desire to qualify.

2. When and Where Held:

Examinations for professional licenses are held each year during the first part of June at Seattle, Spokane and Richland. Examinations are held only in Seattle during the first part of December each year.

D. Evaluation of Candidates for Engineering Licenses

- 1. An E.I.T. candidate who receives a grade below 70% in his examination fails.
- 2. A candidate having passed an E.I.T. examination is required to write only the branch examination. The percentage required to pass the branch examination is 70%. This may be achieved by adding to the percentage made on the examination paper, on half of one percent for each year of experience satisfactory to the Board, (after the statutory eight years.) No candidate can be considered as having passed who receives less than 60% on his examination paper. The maximum percentage that will be allowed for experience is 10%.

3. Candidates who have not passed an E.I.T. examination and write fundamental and branch examinations, must receive a grade of 70% in the combined total. This may be made up by averaging the grades made on the examination papers, fundamental and branch, and adding to it one half of one percent for each year of experience, satisfactory to the Board, (after the statutory eight years.) No candidate can be considered as having passed who has received less than 60% on either fundamental or branch examination.
4. Candidates who have had seventeen or more years of experience satisfactory to the Board (after the statutory eight years experience) may have the fundamental examination waived and be permitted to write the branch examination only. These candidates must attain 70% in the combined total of the examination and experience; allowing 10% maximum for their experience.
5. Certification in structural, hydraulic and sanitary engineering (see Section G) require a minimum passing grade of 70% on the written examination paper. No percentage points for experience will be credited towards the required passing grade.

E. Holders of E.I.T. certificates

1. At any time after the holder of an E.I.T. certificate has fulfilled the requirements of four additional years of approved professional experience, he may submit a new application for registration completely filled out and notarized and accompanied by the \$15.00 fee. The portion of the application under 6 "Professional Experience", shall be filled out in detail, giving names and address of employer and name of those familiar with work performed and indicating level of responsibility in each engagement. A second transcript of college record is not required except for postgraduate study claimed as

professional experience. It is absolutely essential for the applicant to indicate clearly in his professional application the fact that he holds E.I.T. registration, and the year in which he obtained such registration.

Otherwise he may not receive credit for his E.I.T. examination.

2. Holders of E.I.T. certificates will appear on the second day of the regular examination sessions for examination in the specific branch of engineering under which they desire registration.

F. Fees (All checks or money orders shall be made payable to the State Treasurer)

1. Registration

The registration fee for Professional Engineer is \$25.00. The application must be accompanied by a check or money order for \$15.00; the remaining \$10.00 is to be paid before issuance of the certificate. Should the Board deny the issuance of the certificate, because of failure of the examination or any other reason, the initial \$15.00 will be retained as an examination fee. An applicant who fails one examination may be re-examined once without payment of additional fee, provided that he advise the Board of his intention to appear for examination prior to the filing date. If he fails again, however, he must submit an additional \$15.00 fee before he may re-appear for examination.

2. Additional Registration

A professional engineer, licensed in Washington, who wished to add a branch to his registration may, if qualified by experience, file a new application for each branch of engineering. Any applicant holding a license as a Professional Engineer, who desire to sit for an examination to add Land Surveying to that of Professional Engineer shall have a minimum of two years (over and above the statutory 8 years) which will total 10 years experience. The record must clearly show 2 years of Professional Boundary experience in surveying. Each application shall be accompanied by the statutory \$15.00 fee.

3. Renewal

The annual fee for renewal of Professional Engineer's license is \$7.50 and covers the calendar year (January 1 - December 31). The fee must be paid before February 1st if the license is to remain in active standing. Licenses that have been allowed to lapse may be reinstated by payment of the current \$7.50 plus the reinstatement fee of \$7.50.

G. Branches of Registration

The State of Washington conducts examinations and issues certificates in each of the following branches:

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|--------------|------------------------|
| Aeronautical | Metallurgical |
| Agricultural | Mining |
| Ceramic | Naval architecture and |
| Chemical | Marine Engineering |
| Civil | *Specialized Branches |
| Electrical | *Hydraulic |
| Industrial | *Sanitary |
| Logging | *Structural |
| Mechanical | Land Surveying |

*Specialized Branches

Hydraulic Engineering, Sanitary Engineering and Structural Engineering are considered by the Board to be specialized branches of engineering; therefore, applicants for registration in any one of these three fields shall have prior registration as a Professional Engineer and shall have not less than two full years of professional practice in the specialized field in which the applicant seeks registration, over and above the requirements for Professional Registration (statutory eight years).

The examination in structural engineering shall be of two full days duration. Examinations in hydraulic and sanitary engineering shall be of one day duration.