

**INFORMATION FOR FAILING P.E. CANDIDATES FROM THE
OKLAHOMA STATE BOARD OF LICENSURE FOR PROFESSIONAL ENGINEERS & LAND SURVEYORS**

Oklahoma Statutes require that an applicant who fails the P.E. examination may request re-examination and take the next scheduled examination. If this was your fourth unsuccessful attempt, your current application is closed. Please contact Ms. Taylor Boswell at tboswell@pels.ok.gov if this was your fourth unsuccessful attempt and you wish to reapply for the examination.

APPLICANTS FOR RE-EXAMINATION & REQUALIFICATIONS WHO FAILED THE OCTOBER 2015 PE EXAM

If you wish to take the April 15, 2016 re-examination, you must submit the following to our office by January 15, 2016.

1. Letter of Intent to take the next exam – *An acceptable letter of intent is a copy of your examination notice including a notation that you wish to re-examine at the next scheduled examination administration.*
2. \$50 process fee made payable to OKPELS
3. Your current contact information: Address / Telephone / E-mail
4. For requalification applicants – please include your current PE Number

Please mail your Letter of Intent and fee to:

OKPELS
Oklahoma Engineering and Design Professionals Center
220 NE 28th Street, Suite 120
Oklahoma City, OK 73105

5. If you need to request a postponement, please submit a written request for postponement to this office describing the necessity for the postponement prior to January 15, 2016.

After your Letter of Intent and process fee have been received and processed, you will receive a receipt and notification to register with NCEES for the April 15, 2016 PE exam. Registration with NCEES closes at 3:00 pm EST, February 18, 2016. No late registrations are allowed by NCEES.

NOTES

- If you do not request re-examination for the next available examination date or you have not submitted a request for a postponement, your application will be closed. A new application and fees will be required for further consideration.
- If your P.E. exam discipline is offered during the fall exam administration only, your deadline for requesting re-examination on October 28, 2016 will be August 1, 2016.
- If you have questions concerning this matter you may contact Ms. Taylor Boswell at tboswell@pels.ok.gov.