NCEES Registration FAQ’s For Engineering and Land Surveying

All applicants who will be taking an NCEES engineering or land surveying examination are required to register and pay for their exams with the National Council of Examiners for Engineering and Surveying (NCEES). This requirement is in addition to submitting a complete California application and filing fee to the California Board by the final filing date. This process will apply to all applicants, including those who are re-filing to retake an examination. Those who are applying to take only state-specific exams are not required to register with NCEES.

1. Why must I register with NCEES?

You need to register with NCEES to obtain a National ID number, select and pay for the exam(s) you would like to take, and choose the exam location where you would like to take the exam(s). This reserves a seat and book at the exam site.

2. What is the purpose of the National ID number?

National ID numbers will facilitate record keeping for applicants, states, and NCEES.

3. When will NCEES open the website for registration?


4. Do all exam candidates need to register with NCEES, or just the first time applicants?

ALL candidates taking an NCEES licensing exam in California are required to register with NCEES including refile candidates. NCEES licensing exams offered in California are: civil, mechanical, electrical, structural, land surveying, agricultural, chemical, control systems, fire protection, industrial, metallurgical, nuclear and petroleum. See http://www.bpelsg.ca.gov/applicants/exam_registration_information.shtml for more information.

5. What is the web address to register with NCEES?

http://www.ncees.org/Exams/States/CA.php

6. I have registered with NCEES, what else do I need to do?

Please follow the instructions found on the Board website at http://www.bpelsg.ca.gov/applicants/exam_registration_information.shtml

7. When and how will I receive my admission notice?

NCEES will email you 2-3 weeks before the exam with instructions on downloading and printing your Exam Authorization Notice(s) and Examinee Instructions. If you are taking more than one examination, you will have a separate Exam Authorization Notice for each examination. Read all forms carefully. You will be required to present the Exam Authorization notice along with a valid, government-issued identification (must contain your photograph and signature) upon arrival at the exam site. You will not receive a separate notice from the California Board.

8. I passed the FE, FS, PE, or PLS examination previously in another state. Do I need to send verification of those exams to California?

Yes, you are required to submit a complete application, including the verification forms found at http://www.bpelsg.ca.gov/pubs/forms/verification.pdf to the California Board by the Final Filing Dates. Verification of licensure/examination information from the state(s) in which you are licensed or were
examined are submitted on the Verification Form. If the state will not release the verification form to you, you must indicate in the Remarks section of the application that you have requested a verification form to be sent to the Board.

9. I submitted my application to the California Board before the NCEES registration site opened. What do I do now?

You need to register with NCEES to obtain a National ID number (if you don’t already have one); select and pay for the exam(s) you would like to take, and choose the exam location. This reserves a seat and book at the exam site.

10. Will I have to register with NCEES every time I take an exam?

Yes. You will need to register and pay for all national exam(s) that you would like to take EACH exam cycle; your choices do not carry forward to the next exam cycle. Registering reserves a seat and book for you at the exam site you selected for that exam cycle only.

11. How do I postpone my exam?

NCEES Exam Fee Postponements: Postponement requests are handled by NCEES in accordance with their policies found at www.ncees.org. California Application Fee Postponements: Postponement requests are processed on a case by case basis and are approved at the discretion of the Board’s Executive Office in accordance with Board Rule 446. The Postponement Request Form can be found at: http://www.bpelsg.ca.gov/pubs/forms/postponement.pdf

12. Can I cancel my exam, or change my exam location or exam module?

You may login and change your examination site and module after completing the NCEES registration process, and prior to the date that NCEES closes the site. If you login to the NCEES website and cancel your exam, your exam(s) will not be reapproved and you will not be permitted to take the examination(s). Please contact NCEES with any questions regarding this process.

13. I registered with NCEES and sent my application to the Board, how will I know if my exam(s) is approved on NCEES?

If you have registered with NCEES and have an approved application with the California Board, Board staff will approve your exam(s) with NCEES. The California Board will be approving (new and refile) applications on a flow basis. If you have included two postcards with your application, one will be sent to you when your application has been approved. Applicants may login on the NCEES website and check if their exams have been approved. Please be patient as we have thousands to approve.

14. I registered with NCEES but my application was not approved by the Board, can I still take the exam(s)?

If your application is not approved by the California Board then you will not be allowed to take the exam(s). Once the California Board has approved your application, you will use your National ID number to register for the next available exam cycle.

15. I registered with NCEES but did not mail my application to the Board by the final filing date, is my application late?

Yes, all applications must be postmarked on or before the Board’s posted final filing dates found online at http://www.bpelsg.ca.gov/applicants/exam_schedule.shtml. Late applications will not be reviewed, and may be returned to the applicant. Once the final filing date for new and refile applications has passed, by law, no new applications can be accepted. (Board Rule 422)
16. What are the NCEES exams offered in California?


Please note that the NCEES Architectural, Environmental, Mining, Naval Architecture and Software exams ARE NOT administered in California and there are no plans to offer these exams in the near future.

17. What are the California State Specific Exams?

The California State Specific Exams are: Engineering Surveying (Special Civil); Seismic Principles (Special Civil), Geotechnical, Traffic, and the California Land Surveying Exam.

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