



**FBPE**  
FLORIDA BOARD OF  
PROFESSIONAL ENGINEERS

# Connection

*Linking You With the Florida Board's Latest Engineering News and Information*

October 2024

## PE Licensure Renewal Opens Tuesday, Nov. 5, 2024

*You cannot renew your Professional Engineer license before Nov. 5.*

## CE Reporting Now Mandatory for All Florida-licensed PEs

All Professional Engineers licensed in Florida must report their continuing education to renew their licenses during the upcoming renewal period.

Florida Statutes required this change because the percentage of PEs failing the random CE audit was too high for two consecutive renewal periods.

To renew your PE license for another two years, **you must complete 18 hours of continuing education by Feb. 28, 2025**. Of the 18 hours, one hour must relate to the Florida laws and rules of Professional Engineers from a Board-approved provider, and one hour must relate to professional ethics. Four hours must relate to area of practice. The remaining 12 hours may be related to any topic pertinent to the practice of engineering.

Only the Florida laws and rules course will be reported directly by the CE provider; **you must report the other 17 hours using the [free NCEES CPC Tracking system](#)**.

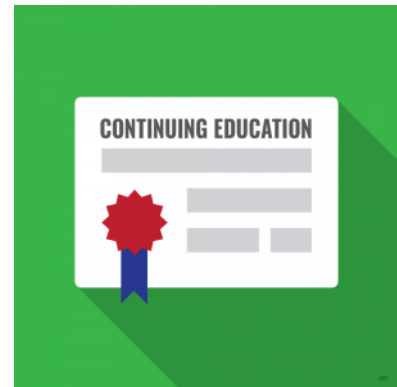
We have [step-by-step instructions on our website](#) that will help you set up a free NCEES account and begin uploading your CE documentation.

As you complete your CE courses, start uploading your documents to your NCEES CPC Tracking account, **but do not send your CE transcript to FBPE until after you have completed all of your continuing education courses**.

Also, **do not mail or email your CE documentation directly to FBPE**; you must use the NCEES CPC Tracking tool. The only continuing education course that you must report directly to FBPE is the [Advanced Building Code course](#).

FBPE will begin verifying completion of continuing education after renewal closes.

Since the Florida laws and rules course will be reported directly by CE providers, it will be the only course that will show up in your account at [myfloridalicense.com](#). You should verify that the current course shows up in your licensure record by logging into your account at [myfloridalicense.com](#). If it is



missing, contact your course's provider. **Your PE license will not renew if the Florida laws and rules course is missing from your licensure record.**

The NCEES CPC Tracking system and the licensure system at [myfloridalicense.com](https://myfloridalicense.com) are not linked. **The CE courses that you upload to NCEES CPC Tracking will not be reflected in your account at [myfloridalicense.com](https://myfloridalicense.com).**

If you have any questions about renewing your license, please call us at [\(850\) 521-0500](tel:8505210500) and select "Renewal" to speak to a representative, or email [renewal@fbpe.org](mailto:renewal@fbpe.org).

## Log into Your Account Now in Preparation for Renewal

You should log into your [DBPR online account](https://myfloridalicense.com) at [myfloridalicense.com](https://myfloridalicense.com) in the next few weeks — before the renewal period starts on Nov. 5, 2024 — to ensure that you can access your PE licensure account.

That way you can troubleshoot any problems that you may encounter before trying to renew your Professional Engineer license. Last-minute issues could cause you to miss the Feb. 28, 2025, renewal deadline.

Here are some common problems, and their solutions:

**You are asked for an activation code.** Your activation code is the last four digits of your Social Security number. If you cannot access your account by using this information, contact the Board office at [\(850\) 521-0500](tel:8505210500).

**A message says that your email address is associated with another account.** Contact the Board office at [\(850\) 521-0500](tel:8505210500) to verify the email address on file with your account. If the email associated with your account is no longer valid, we can reset your account so that a new email address can be linked to your record. But you will not be able to use the existing email address again with your account.

**You forgot your password.** If you attempt to sign into your account and have forgotten your password, select "Forgot My Password." You will be prompted to "Create a New Password" by answering your security question. After creating a new password, you should be able to access your account.

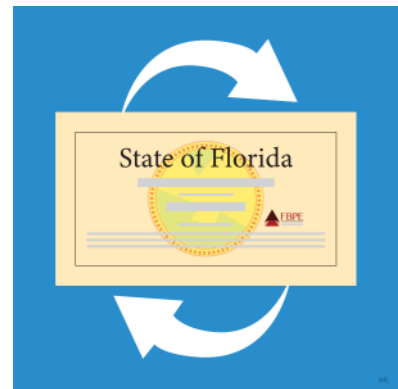
**You forgot the answer to the security question associated with your account.** Contact the Board office at [\(850\) 521-0500](tel:8505210500) or email [renewal@fbpe.org](mailto:renewal@fbpe.org). Once FBPE has retrieved the information, an email will be sent to you with the answer to your security question. However, it may take up to 24 hours to process your request. If you are sending a request to retrieve your answer, you must include your name, license number, and the email address linked to your account to complete the request.

If you run into any other errors, contact the Board office at [\(850\) 521-0500](tel:8505210500) for assistance.

## From the Executive Director: Avoiding Common Application Problems

By Zana Raybon, FBPE Executive Director & FEMC President

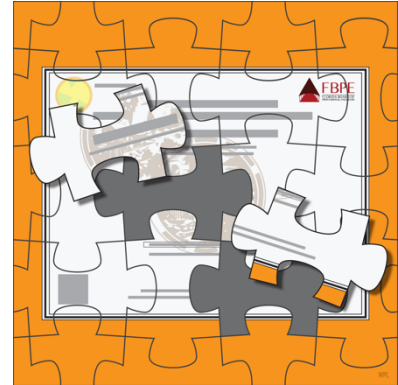
Let's take a few moments to help you avoid some of the common problems that our staff sees on applications for Professional Engineer licenses.



I will break it into the three criteria used for approval of an application: education, examinations, and experience. I will also focus on a few other issues following the main topics.

To begin, FBPE highly recommends that you create and complete [an NCEES Record](#) before applying. Creating an NCEES Record helps streamline PE licensure in Florida and other states. Also, NCEES can provide invaluable assistance in documenting your engineering experience.

A completed and verified NCEES Record is more than just having an NCEES account. An NCEES account is required to apply for an exam, but a verified NCEES Record collects your college transcripts, exam results, employment verifications, and professional references. Find out more at [ncees.org/records/](https://ncees.org/records/).



### *Education*

Florida requires [a Bachelor of Science degree in engineering](#) from an EAC/ABET-accredited program or [a Bachelor of Science degree in engineering technology](#) from an ETAC/ABET-accredited program. Please note that programs — not universities — are accredited. To determine if your program is accredited, visit [ABET.org](https://www.abet.org) and search for accredited programs. Engineering programs accredited by the Canadian Engineering Accreditation Board in 1980 or later are considered equivalent to EAC/ABET programs.

If your degree is from a non-ABET-accredited program, then you must have your degree evaluated for equivalency before applying. Only evaluations performed by [NCEES Credential Evaluations](#) or [Josef Silny & Associates](#) are accepted by FBPE.

Florida does not accept non-engineering degrees for licensure unless that undergraduate degree is accompanied by a master's or doctoral degree in engineering *and* both degrees have been [evaluated for equivalency](#). Again, only evaluations performed by [NCEES Credential Evaluations](#) or [Josef Silny & Associates](#) are accepted by FBPE.

If the evaluation determines that your degree is not equivalent to an ABET-accredited degree, your application will likely be denied. Applicants typically say that they have enough experience and that the lack of education should not matter. However, the Board cannot consider experience as a replacement for the education requirement.

The most common deficiency is in general education (i.e., humanities and social sciences). This deficiency can usually be corrected by taking [a College-Level Examination Program, or CLEP, exam](#). Each passing CLEP exam usually counts for three semester hours.

A non-accredited engineering degree can be accepted for licensure if the applicant has held a license in another state for at least 15 years *and* can verify at least 20 years of engineering experience. (See [Rule 61G15-20.0010\(3\), Florida Administrative Code](#).)

Specific education requirements can be found in [Section 471.013\(1\)\(a\), Florida Statutes](#), and [Rules 61G15-20.007 or 61G15-20.008, F.A.C.](#)

### *Examinations*

The Board requires [you to pass](#) both the NCEES Fundamentals of Engineering examination (FE) and the NCEES Principles and Practice of Engineer examination (PE) before applying for licensure.

There are three exam waivers available for Florida applicants:

- The first waiver is for the FE exam and applies if you have been licensed in another U.S. state or territory for at least 10 years and meet the rest of Florida’s licensure requirements.
- The second waiver is also for the FE exam and applies if you have received a doctorate degree in engineering from an institution that has an EAC/ABET-accredited undergraduate engineering program and if you have taught engineering full-time for at least three years at the baccalaureate level or higher after receiving that degree. (See [Chapter 471.013 \(1\)\(d\), F.S.](#))
- The third waiver is for the PE exam and applies if you have been licensed in another U.S. state or territory for at least 15 years and meet the rest of Florida’s licensure requirements.

No other examination waivers are available for licensure. If you have not passed both exams or do not qualify for a waiver, your application will likely be denied.

### *Engineering Experience*

FBPE requires four years (48 months) of [full-time engineering experience](#) if you hold a B.S. in engineering. If you hold a B.S. in engineering technology, six years (72 months) of [full-time engineering experience](#) is required.

Experience must be verified by supervising U.S. licensed engineers or qualified practicing engineers. FBPE does not accept experience verified by colleagues, peers, co-workers, friends, human resources, or company administrators.

**Verification by Practicing Engineer:** In some circumstances, engineering work experience may be verified by qualified practicing engineers who have been supervising you. Some industries are allowed to have practicing engineers. A practicing engineer is exempt and not required to hold a PE license (see [Chapter 471.003, F.S., Qualifications for practice: exemptions](#)). Practicing engineers who verify engineering experience must also provide a copy of their engineering degree diploma to the FPBE office. The diploma must clearly state that it is for an engineering degree. The same process applies to supervising foreign engineers who verify work experience as a practicing engineer. Their diploma must clearly state engineering degree and be translated into English if necessary.

**Client Verifications:** If you are licensed in another state and have owned an engineering company for at least five years, you may use client verifications in lieu of having employment verifications completed. You must have at least five clients complete the verification form. Client verifications must be completed by professional clients, not by co-owners, colleagues, industry peers, homeowners, or friends.

**Experience Gained Prior to Graduation:** If you were working full-time within two years of graduating with a Bachelor of Science in engineering degree or engineering technology degree from an approved engineering program and the work involves tasks and responsibilities consistent with the disciplines of engineering, experience credit may be awarded at 50 percent of actual time up to a maximum of 12 months.

**Graduate Degrees Counting for Experience:** You can claim one year’s experience if you have a master’s degree in engineering from an EAC/M-ABET-accredited program or from a college or university in the U.S. that has an EAC/ABET-accredited engineering program in a related discipline at the baccalaureate level. You can also claim one year’s experience if you have a doctorate in engineering from a college or university in the U.S. that has an EAC/ABET-accredited engineering program in a related discipline at the

baccalaureate level. Experience equivalents will be given for the master's or doctoral degree only if you have earned a prior engineering or engineering technology degree from a college or university that meets the requirements of a Board-approved engineering program as defined in [Rule 61G15-20.001\(2\), F.A.C.](#)

Specific experience requirements can be found in [Rule 61G15-20.002, F.A.C.](#)

### *Other Issues*

**Fully Completed Application Pages:** You are required to complete the information in full on the first five pages of your application, even with a complete NCEES Record. FBPE does not allow applicants to state "See NCEES Record" on the pages. You must specifically list the information that has been verified in your NCEES Record.

**Missing Signature:** You are required to sign page 5 of the application. It may be handwritten, digitally signed, or typed. Applicants often overlook the signature.

**Legal Name Change Documents:** On the first page of the application, if you answered *yes* to having a legal name change through court action, by marriage, or have legally been known by another name, you must submit the legal name change documentation with the application.

**Applicant History:** As the instructions on page 2 of the application state, if you answer *yes* to any of the questions A-F, you must provide a separate page that lists the following information: dates, jurisdiction (state and county), offense, disposition, and all other relevant information.

**Professional References:** Applicants must provide three professional engineering references who are current and active U.S. licensed engineers. These engineers' PE licenses *cannot* be retired, delinquent, or inactive. Practicing engineers *cannot* provide professional references. The references may not be architects, surveyors, geologists, or foreign-licensed engineers.

**Missing Laws and Rules Study Guide:** All applicants must pass the FBPE Laws and Rules Study Guide. You will receive a registration email for the Study Guide. If you did not receive it, check your spam or junk mail folders for an email coming from support@fbpe.org. If you do not complete the Study Guide, your application will not be complete and will not be reviewed.

These are the most common issues that staff deal with when processing applications. If you are unsure of licensure requirements and cannot find the information on [our comprehensive website](#), direct questions to [board@fbpe.org](mailto:board@fbpe.org). Understand that staff cannot give assurances as to application approval, especially prior to submission of the application. That is a decision for the Board.

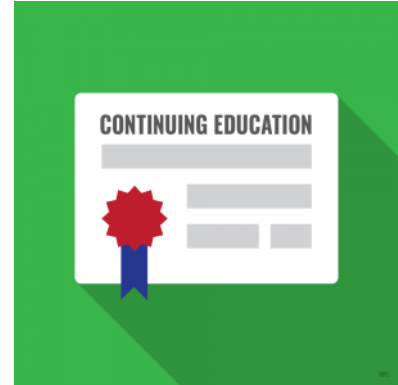
*PE licensure & registration specialist Lisa Metcalf assisted with this article.*

## **Chair's Corner: Make Your CE Meaningful, Not Burdensome**

By **Dylan Albergo**, PE, FBPE Chair (2024)

Renewal for all Professional Engineers licensed in Florida is near, and continuing-education (CE) hours for the [upcoming renewal period](#) must be completed and reported (emphasis on reported). But no worries, I'm from the Board, and I'm here to help.

[CE requirements](#) do not fall under the same category as over-burdensome regulations that put up barriers to and stifles innovation. The requirement is well-intentioned and critical for personal and professional development. If we are the trailblazers who push boundaries and create a safer society in a world of nonstop technological advancement, it's our responsibility to stay abreast of the latest trends, research, and technology.



The price to pay for failing to complete CE can have damaging long-term effects but can also have near-term consequences for you personally in the form of fines, additional education, and, if egregious enough, suspension. (See [Rule 61G15-19.004, Florida Administrative Code](#), for a full range of possible penalties.) Another substantial consequence is having to report any action deemed disciplinary to every other State Board where you are licensed. Put simply, if you are licensed in 25 other states, you have the potential of having 25 additional investigations opened up on you if you are disciplined here.

Taking quality CE is everyone's responsibility. The Board focuses more on outcomes rather than dictating the precise class, seminar, workshop, etc., that engineers should take. Allowing the freedom to take CE in various areas of interest, practice, and emerging technologies offers the industry more opportunities to be dynamic, presenting the latest innovations without having to maneuver through layers of bureaucratic red tape.

In 1986, the 40th President of the United States, Ronald Reagan, famously said, "I think you all know that I've always felt the nine most terrifying words in the English language are: I'm from the Government, and I'm here to help." He understood that many of society's problems could be attributed to the government "trying to help."

While I do not think requiring 18 hours of continuing education rises to the level of government regulation that is actually harmful, I do think that individually we are all more effective and capable of finding and taking good CE, and it should be our responsibility. Please ensure that before the Feb. 28, 2025, renewal deadline, you complete and report (using the [NCEES CPC Tracking system](#)) your 18 hours of continuing education.

## Engineering Firms Don't Renew, But Must Keep Registration Current

To offer engineering services in Florida through a business organization or by an individual using a fictitious name, you [must be registered](#) with the Florida Department of Business and Professional Regulation and qualified by a Professional Engineer licensed in Florida.

There is no charge to register an engineering firm, nor does the registration need to be renewed each biennium. Also, there is no certificate or license associated with the registry.

Engineering firms that held current Certificates of Authorization in 2019 were rolled over into the Engineering Business Registry. Please log in to your [myfloridalicense.com](http://myfloridalicense.com) account to confirm that the information for your engineering business listing is correct and that a qualifying agent is linked to the firm.



Registered engineering companies must comply with the requirements in [Section 471.023, Florida Statutes](#):

- A qualifying agent who leaves an engineering firm must notify the Board within 24 hours.
- The qualifying agent of a firm must notify the Board within 30 days of any changes to information in the firm's initial registration application.
- If the qualifying agent leaves the firm and is the only qualifying engineer for the business, the firm may no longer provide engineering services in Florida and must be qualified by another Professional Engineer licensed in Florida within 60 days if it wishes to resume offering engineering services. FBPE or the Florida Engineers Management Corporation may authorize a temporary qualifying engineer for no more than 60 days in order to proceed with incomplete contracts.

The Engineering Business Registry also applies to out-of-state firms seeking to temporarily perform engineering services in Florida.

To register a new engineering firm with the Florida Department of Business and Professional Regulation, click the link below and log into your account at [myfloridalicense.com](https://myfloridalicense.com). You should be presented with a series of screens that will step you through the process of registering your firm and linking a Professional Engineer as its qualifying agent.

## 2024 FEMC Annual Report Highlights

The [Florida Engineers Management Corporation](#) produces an annual report as required by [Section 471.038, Florida Statutes](#).

The report is submitted to the Secretary of the Department of Business and Professional Regulation, the Florida Board of Professional Engineers, and the Florida Legislature by Oct. 1 each year. It reports on the status of the corporation, including information concerning FEMC programs and funding, as well as information regarding licenses and complaints handled by FEMC.

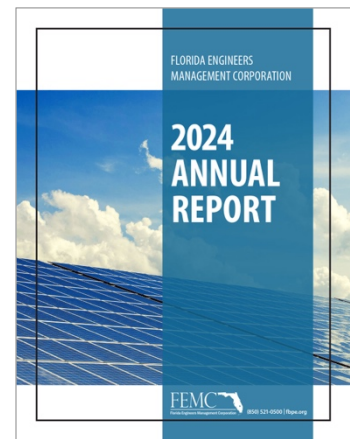
Below are some highlights from the Annual Report for Fiscal Year 2023-24 (July 1, 2023-June 30, 2024):

**24** – Number of meetings administered for the FBPE Board and committees

**61,636** – Average number of licensees and others receiving FBPE's [Connection newsletter](#) each quarter

**310,000** – Number of users of the FBPE website during FY23-24 (a non-renewal period), compared to 659,000 in FY22-23 (a renewal period), and 228,000 in FY21-22 (a non-renewal year)

**2,000** – Approximate number of engineering students, interns, and professionals reached by **16** outreach presentations that provided information about engineering exams and professional licensure in Florida. Of those, **12** were in-person presentations and **4** were virtual. In addition to the universities, staff gave presentations at Kimley-Horn in Orlando and the Florida Engineering Society annual conference's student track.



## LICENSURE STATISTICS

242 – Professional Engineer licenses renewed

3,892 – Applications received for PE licensure

3,409 – Applications for PE licensure approved

139 – Applications for PE licensure denied

11 – Certifications issued for Special Inspectors of threshold-type buildings

67.25 – Days on average to issue a license

1,098 – Examinees passed the NCEES Principles & Practice of Engineering exam; and 948 failed the exam

1,602 – Examinees passed the NCEES Fundamentals of Engineering exam; and 1,560 failed the exam

## LEGAL STATISTICS

164 – Complaints regarding engineering practice processed, of which 101 were found to be legally sufficient

36 – Administrative Complaints filed in cases where the Probable Cause Panel found reason to believe a violation of the *Florida Engineering Practice Act* had occurred

42 – Final Orders issued

\$170,682.05 – Fines and Costs imposed

0 – Cases tried before an administrative judge at the Division of Administrative Hearings

20 – Cases dismissed with a finding of no probable cause

25 – Cases dismissed with a letter of guidance

0 – License revoked

2 – Voluntary Licensure Relinquishments

5 – Licenses suspended

0 – Licenses restricted

10 – Reprimands issued

6 – Probations issued

6 – Project reviews

38 – Engineers ordered to successfully complete a course in engineering professionalism and ethics

37 – Engineers ordered to successfully complete the Board's *Laws and Rules Study Guide*

In addition to [FEMC Annual Reports](#), copies of [FEMC Quarterly Reports](#) are also available online.

## Recent Updates to Florida Engineering Rules

[Chapter 61G15, Florida Administrative Code](#), contains the rules that govern the practice of engineering in Florida. The rules are adopted by the Florida Board of Professional Engineering based on [Chapter 471, Florida Statutes, Engineering](#).

The rules are regularly reviewed and updated by the Board.

The latest change, as of July 11, 2024, includes:

- 61G15-22.006 *Demonstrating Compliance; Audits; Investigations*.

Changes are highlighted in the PDF available on the [Statutes and Rules page](#) in the *Legal* section of the Board's website, [fbpe.org](http://fbpe.org).



## Special Recognition: Congratulations, Examinees

FBPE applauds everyone who passed engineering exams in the past quarter. We wish them much success as they move towards the next step in their engineering careers. [See the complete list online.](#)

## Legal Department: Latest Engineer Discipline

Under Rule 61G15-37.001(11), Florida Administrative Code, the Florida Engineers Management Corporation is required to post all Final Orders involving active disciplinary cases to the website until the terms of the final order are completed, or until the licensee becomes inactive, retires, relinquishes the license, or permits the license to become null and void. Included in this section are the most recent cases in which final action has been taken by the Board, a brief description of the licensee's violation and discipline as well as a link to the final order. [View actions.](#)

## Mark Your Calendar

We regularly update our calendar to ensure you stay up to date with the latest FBPE and FEMC events. [Check out the calendar on our website.](#)

## FBPE Board Members & FEMC Directors

### FBPE Board Members

*Dylan Albergo*, PE; Chair (2024)  
*Denise Ramsey*, PE; Vice Chair (2024)  
*Christopher Dawson*, Public  
*James Gonzalez*, Public  
*Sam Mousa*, PE  
*Jeb Mulock*, PE  
*Yassi Myers*, PE  
*John Pistorino*, PE, SI  
*Pankaj (PJ) Shah*, PE  
*Babu Varghese*, PE, SI, CGC, CCC  
*Vacancy*

*Zana Raybon*, Executive Director  
*Rebecca Sammons*, Assistant Executive Director  
*John Rimes*, Chief Prosecuting Attorney  
*Michele Morris*, FBPE Controller

### FEMC Directors

*Satya Lory*, PE; Chair (2024)  
*Safiya Brea*, PE; Vice Chair (2024)  
*Barney T. Bishop III*, Public  
*Edward Gonzalez*, PE  
*Michael Lessne*, Public  
*Art Nordlinger*, PE  
*Dr. Mark Tumeo*, PE

*Zana Raybon*, FEMC President  
*John Rimes*, FEMC Vice President  
*Rebecca Sammons*, FEMC Secretary  
*Michele Morris*, FEMC Treasurer