

**SOUTH DAKOTA BOARD OF TECHNICAL PROFESSIONS**

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**FUNDAMENTALS OF LAND SURVEYING (FLS) EXAM APPLICATION  
WITH A 4 YEAR ABET DEGREE**

Seniors that are within two semesters of graduating and graduates of ABET accredited engineering or surveying programs approved by the board may apply for the FLS examination, which is the national examination from the NCEES.

**EDUCATION REQUIREMENTS**

A baccalaureate land surveying or engineering degree accredited by the Accreditation Board for Engineering and Technology (ABET) [www.abet.org](http://www.abet.org).

**APPLICATION DEADLINES**

All applications **must** be submitted to the board office **no later than midnight on:**

**January 1<sup>st</sup> for the April exam**

**July 1<sup>st</sup> for the October exam**

**APPLICATION INSTRUCTIONS**

1. Handwritten applications **will not** be accepted.
2. Complete the FLS exam application.
3. **Graduates** of an ABET accredited engineering or surveying program must provide a transcript issued directly from the granting institution by the registrar's office. It must be mailed directly to our office.

**APPLICATION FEES**

There will be **no charge** for the FLS exam application to the South Dakota Board office. However, there will be an exam fee when you sign up with our exam vendor National Council of Examiners for Engineering and Surveying Center (NCEES).

## **CHANGE OF ADDRESS OR EMAIL ADDRESS**

If you have an address or email change after you have submitted your application it is your responsibility to notify our office.

## **APPROVAL OF APPLICATION**

If you are in senior status, the board office will contact the school to verify your academic status.

If you are a **graduate**, you will need to have a transcript issued from the school directly to our office. You will want to contact the school to see if there is a fee for this service. The board office **will not** contact the school to verify your graduation. Our office must receive an official transcript by mail.

After evaluation of your FLS exam application and academic verification you will be advised in writing by the board office if you have been approved or not approved for the examination.

The board office will notify you by writing **within 5 weeks after the application deadline**.

**DO NOT** register with NCEES until you receive an approval letter from the South Dakota Board of Technical Professions.

The approval letter from the board office will contain information necessary for you to register for the examination with NCEES [www.ncees.org](http://www.ncees.org) so that you can meet their deadlines.

## **NCEES DEADLINES**

**(They will vary on the exact date)**

**3<sup>rd</sup> to 4<sup>th</sup> week of February for the April exam**

**1<sup>st</sup> week of September for the October exam**

## **EXAMINATION RETAKES**

A board approved FLS exam applicant who fails to pass the first examination may retake the examination two times. If an applicant fails an examination three times, the applicant must submit a new application for board approval and take the examination only once each calendar year thereafter. Failure of an applicant to attend an examination for which the applicant has been scheduled to attend does not count as a failure of the examination. The board may review an applicant who fails the examination three times.

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[dlr.sd.gov/bdcomm/btp/engineers.aspx](http://dlr.sd.gov/bdcomm/btp/engineers.aspx)

**FUNDAMENTALS OF LAND SURVEYING (FLS) EXAMINATION APPLICATION**

Date \_\_\_\_\_

Name \_\_\_\_\_  Male  
*First Middle Last*  Female

Date of Birth \_\_\_\_\_ Social Security Number \_\_\_\_\_

Mailing Address \_\_\_\_\_ Home Phone \_\_\_\_\_  
*Street*  
\_\_\_\_\_ Home Email \_\_\_\_\_  
*City State 9-digit Zip*

**EDUCATION – Graduates** of an ABET-accredited engineering or land surveying program must provide a transcript issued directly from the granting institution by the registrar’s office.

Institution Name & Location	ABET accredited BS engineering or surveying program Degree/Discipline	Date of Graduation <i>OR</i> Expected Date of Graduation mm/yyyy

1. Have you applied for the FLS exam in another jurisdiction and been denied?  Yes  No
2. I prefer to sit for the FLS exam in the  Spring  Fall
3. Other than traffic violations, have you ever been convicted of a felony or misdemeanor?  Yes  No
4. Is your spouse an active duty member of the armed forces?  Yes  No  
If yes, is your spouse subject to military transfer to South Dakota, and did you leave employment to accompany your spouse to South Dakota?  Yes  No

If the answer is “yes” to any of the above questions, please provide details including results of any appeal on a separate sheet of paper.

I declare and affirm under the penalties of perjury that this application has been examined by me, and to the best of my knowledge and belief, is in all things true and correct. Submittal of this application serves as my signature.

*For SD Board office use only*

ABET  Yes  No  Database  Approval letter mailed