

SC Board of Registration for Professional Engineers & Surveyors

Renewal information for 2018 – 2020

You are required to renew your license as a Professional Engineer and/or Surveyor in South Carolina on or before June 30, 2018, to continue practicing in this state.

Renewal notices will be mailed in April. Another notice will be mailed in May. If you do not receive a renewal notice, you can renew your license online at <http://llronline.com/index.asp?file=inc/Boards.htm>

Address changes may be made online when renewing your license and/or you can email address changes to contact.engls@llr.sc.gov. In the subject line indicate "address change". Please include your name, license number and complete address change (home and/or business).

Continuing Education Requirement - Each licensee is required to complete at least thirty (30) hours of professional development (continuing education) obtained between July 1, 2016, and June 30, 2018, or meet one of the exemptions for continuing education. **YOU MUST HAVE COMPLETED 30 HOURS OF CONTINUING EDUCATION (CE) PRIOR TO RENEWING YOUR LICENSE.** Continuing education activities completed after July 1, 2014, *which were not needed for credit for your last renewal in 2016*, will also be accepted. (A maximum of 15 hours may be carried forward into the subsequent renewal period.)

Please do not submit any CE documentation to the Board's office. The Board does not maintain copies of your CE documentation. A random audit will be conducted at the end of the renewal period requiring proof of professional development hours completed. For continuing education requirements, see SC Code of Laws, [Section 40-22-240](#) and SC [Regulation 49-600](#).

For additional information regarding Continuing Education Requirements, Exemptions and/or Renewals please refer to the Board's [Frequently Asked Questions](#).

You may apply for [Retired Status](#) if you are no longer engaging in or offering to engage in the practice of engineering/surveying in South Carolina and your SC registration is current. Once approved, the Board will send a letter confirming this status change. You then may refer to yourself as a Retired Engineer/Surveyor. However, you may not provide any engineering/surveying services at all. You can change back to Active Status by completing the short-form reinstatement application, paying a renewal fee and obtaining at least 30 hours of continuing education. This completed form can be emailed to the Board office at contact.engls@llr.sc.gov

You may apply for [Emeritus Status](#) if you have been registered in SC for 15 consecutive years or longer, **and** you are 65 years of age or older, **and** you are no longer engaging in or offering to engage in the practice of engineering/surveying in South Carolina. Once approved, the Board will send a letter confirming this status change. You then may refer to yourself as an Emeritus Engineer/Surveyor. However, you may not provide any engineering/surveying services at all. You can change back to Active status by completing the short-form reinstatement application, paying a renewal

fee and obtaining at least 30 hours of continuing education. This completed form can be emailed to the Board office at contact.engls@llr.sc.gov

If you **do not wish to renew your license** and you do not qualify for Retired Status or Emeritus Status, your license will automatically go into Lapsed status after September 30, 2018 (the Board does not have a formal “inactive” classification). **IF YOU DO NOT WISH TO RENEW**, please contact the Board at contact.engls@llr.sc.gov and indicate in the subject line, “do not wish to renew.” Please include your name and license number.

CEASE AND DESIST NOTICES will be mailed after September 30, 2018, to those individuals that have not renewed and/or have not notified the Board that they did not wish to renew or requested the Retired or Emeritus status.

Please be aware that any engineering/surveying practice after being placed in Lapsed Status will be considered unlicensed practice and will be subject to disciplinary action and civil penalty. You can change back to Active Status by completing the appropriate reinstatement application (short-form or long form – depending on the number of years in Lapsed Status), paying all back renewal fees with penalties, and obtaining at least 30 hours of continuing education. Upon Board approval of your reinstatement, your license will be Active with the same registration number.