

Professional Licensing Agency
 402 West Washington Street
 Room W072
 Indianapolis, Indiana 46204



Eric J. Holcomb
 Governor of Indiana
Deborah J. Frye
 IPLA Executive Director

CE Provider - Engineering Renewal & Annual Report

Renew online at www.pla.in.gov using the Register a Business option to create your login credentials. Registration codes were provided in the renewal notice emailed or mailed to each provider. You may also send this document with the annual report, as required, to the address in the top left corner. Failure to renew your approved program by its expiration will invalidate your credentials and prohibit you from continuing to provide continuing education programs until the registration is renewed.

LICENSEE INFORMATION: Update address, if needed, and provide a current phone number and email address		
Licensee Name	License Number	Expiration Date 2/15 annually
Street Address		
City	State	Zip Code
Phone Number	Email Address	
ANNUAL REPORT NOTICE		
<p>Required Documentation: If we do not receive the required or correct documentation your renewal application may be denied.</p> <ul style="list-style-type: none"> Annual Report: The State Board of Registration for Professional Engineers requires approved continuing education programs to submit an annual report to the board no later than February 15 that represents that the organization or individual complies with the requirements of 864 IAC 1.1-15-5a(1). <p>864 IAC 1.1-15-5 Approval of continuing education programs Authority: IC 25-1-4; IC 25-31-1-17.5 Affected: IC 25-1-4-0.2; IC 25-1-4-0.5 Sec. 5. (a) It is the professional engineer's responsibility to ensure that the course is applicable to enhancing the practice of engineering. According to IC 25-1-4-0.5, certain courses are automatically approved by being approved by an approved organization under IC 25-1-4-0.2 assuming the subject matter of the course is acceptable under this rule by being designed to directly enhance the practitioner's knowledge and skill. For any course not automatically approved, the following criteria shall be used for board approval of continuing education programs for professional engineers:</p> <p style="padding-left: 40px;">(1) <u>The continuing education course shall have a statement of objectives, which the program should achieve for its participants relating to and enhancing the practice of engineering.</u></p>		
LICENSEE AFFIRMATION		
I hereby swear or affirm under the penalties of perjury that the information provided here is true and correct to the best of my knowledge.		
Signature of Licensee	Date (month, day, year)	

Visit us on the web at www.pla.in.gov. If you have any questions for the State Board of Registration for Professional Engineers please email pla10@pla.in.gov or call 317-234-3022.

FOR OFFICE USE ONLY		
Renewal Fee	Receipt No.	Date