



**New Jersey Office of the Attorney General**  
 Division of Consumer Affairs  
 State Board of Professional Engineers and Land Surveyors  
 124 Halsey Street, 3rd Floor, P.O. Box 45015  
 Newark, New Jersey 07101  
 (973) 504-6460



## Continuing Professional Competency Approval Form for Professional Engineers

**Please complete this form if you are: 1) a program sponsor seeking Board approval pursuant to N.J.A.C. 13:40-13.5(a); or 2) an individual licensee seeking approval of a course pursuant to N.J.A.C. 13:40-13.5(b). Organizations which are exempt pursuant to N.J.A.C. 13:40-13.5(c) do not need to submit an application.**

Please print legibly.

Sponsor: \_\_\_\_\_

Address: \_\_\_\_\_  

Street address
City
State
ZIP code

Name of contact person: \_\_\_\_\_ Telephone number: \_\_\_\_\_  
(include area code)

Website: \_\_\_\_\_ E-mail address: \_\_\_\_\_

Course name: \_\_\_\_\_

Course date(s): \_\_\_\_\_

Total length of course/seminar in hours: \_\_\_\_\_  
*(In order to receive one CPC credit a course/seminar must be 60 minutes of class time including 50 minutes of instruction.)*

Instructor's name(s): \_\_\_\_\_  
*(Attach a copy of curriculum vitae (resume) for each instructor.)*

The curriculum vitae of the lecturer, including specific background which qualifies the individual as a lecturer of repute in the area of instructions must be submitted.

Course site location: \_\_\_\_\_

Attach a copy of the Course Description - A detailed description of course content and estimated hours of instruction must be submitted. **(Do not send course outlines.)**

Submitted by: \_\_\_\_\_

Address: \_\_\_\_\_  

Street address
City
State
ZIP code

Please check one:

- I am the course sponsor.  
*(Sponsors must submit a one-time only fee of \$100.00 at the time of course submission.)*
- I am an individual licensee seeking approval of a course.  
*(Individual licensees must submit a fee of \$10.00 per course.)*

**OFFICE USE ONLY**

Approved by Committee:       Yes       No

Date: \_\_\_\_\_

Approved by: \_\_\_\_\_

Course number: \_\_\_\_\_

CPC credit total \_\_\_\_\_