

CONTINUING PROFESSIONAL COMPETENCY (CPC) REPORTING FORM

WYOMING BOARD OF REGISTRATION FOR PE AND PLS

6920 Yellowtail Drive, Suite 100, Cheyenne, Wyoming, 82002, Phone (307) 777-6155

PART 1 - Credit Summary (List activity description on REVERSE side, summarize activities and total below)

Activity Type Activities	CPC Units	CPC Earned	
		PE	PLS
A Successful completion of college courses.	1 semester hour 45 CPC 1 quarter hour 30 CPC		
B Successful completion of continuing education courses.	1 C.E.U. 10 CPC		
C Successful completion of correspondence, televised, videotaped, audio taped, and other short courses/tutorials.	1 CPC credit per hour of attendance.		
D Attending qualifying seminars, in-house courses, workshops, professional or technical presentations made at meetings, conventions or conferences.			
E Teaching or presenting in (A) through (D) above. Credit is valid for teaching a course or seminar for the first time only. (Credit does not apply to full-time faculty.)	Multiply above values for indicated activity, by 2.		
F Authoring published papers, articles, monographs, or books. List title of work and where published.	Each publication 10 CPC		
G Active participation in professional/ technical societies. Specify organization and office held, or committee activity on reverse side.	Each organization 2 CPC		
H Patents	Each patent 10 CPC		
I Self directed study/research. Specify subject matter, type of activity, source of material, title and author on reverse side.	5 contact hours per year		
1. Total CPC units claimed for this reporting period *PELS registrants must have a minimum of 10 CPC units for each profession			

I am requesting the following status:

INSERT PRIOR YEARS CARRY-OVER CREDIT HERE _____

Inactive Status - must be accompanied by the **\$100.00** fee.

This status is being requested as I am not currently practicing, nor do I intend to practice or offer to practice, engineering and/or land surveying in the state of Wyoming. I understand that I will be in violation of Wyoming law if I practice or offer to practice engineering or land surveying while my registration is inactive. In order to change my registration to active status, I must meet the current CPC requirements by submitting the required amount of CPC credits.

Retired Status - must be accompanied by the **\$40.00** fee.

This status is being requested as I am not currently practicing, nor do I intend to practice or offer to practice engineering and/or land surveying in Wyoming. I understand that I will be in violation of Wyoming law if I practice or offer to practice engineering or land surveying while my registration is retired. I understand that my registration will remain in the retired status until the next biennial renewal period, at which time I may choose to change the status or remain under the retired status.

I qualify for exemption based on: -must be accompanied by the **\$115.00** fee.

New Registrant/First Renewal Period (may claim up to 15 CPC credits to be carried over into next renewal period).

Temporary Active Duty Status in US Military Services (must exceed 120 consecutive days).

Other - **Requires a letter of explanation and may require additional documentation.**

Reciprocity Continuing Education requirements - I am registered in _____, Registration # _____, and have currently met the mandatory continuing educational requirements of the above mentioned state, which is listed as having continuing education requirements acceptable to the Wyoming Board. Proof of current registration must accompany the renewal information at the time it is submitted.

PART 2 - CERTIFICATION - THIS PART MUST BE COMPLETED AND SIGNED BY ALL REGISTRANTS.

I hereby certify that the summary of credits above is true and correct and states accurately those CPC units which I have earned during the period of January 1, _____ to December 31, _____.

PE PLS PELS

Please Print Name

Signature

Registration Number

(indicate by mark)

FAILURE TO COMPLETE THIS FORM WILL RESULT IN RETURN OF YOUR RENEWAL AND/OR PENALTY FEES

