

COMMONWEALTH OF PENNSYLVANIA
DEPARTMENT OF STATE
BUREAU OF PROFESSIONAL AND OCCUPATIONAL AFFAIRS
STATE REGISTRATION BOARD FOR PROFESSIONAL ENGINEERS, LAND SURVEYORS AND GEOLOGISTS
P. O. Box 2649
Harrisburg, PA 17105-2649
www.dos.pa.gov

Amplified Record of Engineering Work Experience Requirements

To assist the Board with providing the most appropriate evaluation of your engineering work experience, you must submit an “Amplified Record of Engineering Work/Design Experience” form (amplified record), which has been completed in its entirety (names, addresses, complete employment dates- NOT to “present” etc.) and provides the Board with specific, thorough and detailed descriptions of your progressive professional experience in engineering work/design that you obtained under the supervision of a licensed professional engineer (or similarly qualified engineer of a grade or character to fit him to assume responsible charge of the work/design involved in the practice of engineering), prior to initial licensure.

The amplified record must clearly describe the supervised engineering work/design that you personally performed; delineate your role in any group engineering activity; provide an overall description of the nature of work/design you personally performed and specifically indicate how your engineering skills and responsibilities have progressively increased during your years of experience and must demonstrate conclusively the years of progressive professional experience you have obtained (*including detailed examples of how engineering knowledge and engineering principles, including the principles of math and science, were actually employed*) in engineering work/design of a grade and character to fit you to assume responsible charge of the work involved in the practice of engineering.

Please note that the only work experience considered during any application review is the experience information provided on the amplified record. Do NOT attach a resume or curriculum vitae in lieu of an Amplified Record of Work Experience form.

Additionally, please note that you should provide no more than **one year of work experience per page** of the amplified record; however, you may use as many pages as necessary to accurately describe each year of experience.

AMPLIFIED RECORD OF ENGINEERING WORK/DESIGN EXPERIENCE FOR PE

(Duplicate this blank page to provide sufficient extra pages to adequately document your experience. ONLY information presented on this form will be considered.)

PREPARATION INSTRUCTIONS – READ & FOLLOW DIRECTIONS CAREFULLY

1. Applicants must show at least 4 years of **PROGRESSIVE** experience in engineering work/design gained under the supervision of a licensed Professional Engineer.
2. List employers in chronological order with the oldest employment shown as Number 1.
3. Show name and address of each employer and the title of your position.
4. For each employer describe in detail the work/design you performed and your specific role(s). Applicants with insufficient information will be requested to revise and resubmit the forms.
5. **DO NOT INCLUDE POST-BACCALAUREATE DEGREE INFORMATION ON THIS FORM.**
6. Each page of the record **MUST** include your PRINTED NAME and DATE, as well as other requested information. Your signature is required on the LAST PAGE of each engagement, along with the totaled experience for that engagement.
7. List Work/Design Experience section in the following format:
 - (a) Title of Position
 - (b) Name and Address of Employer
 - (c) Description of Work – Must be accurate, **extremely detailed**, all-inclusive and indicate character of work/design and degree of responsibility.

Employment Number (1, 2, 3, etc.) _____ Dates of Engineering Employment: From (Mo/Yr): _____ To (Mo/Yr): _____
 (All time frames must be accounted for and include the month and year. Do not use “present”)

Supervisor’s Name: _____

Supervisor’s Address: _____

Engineering Work/Design Experience Description: <i>(Work/Design Experience MUST be listed in a yearly format with no more than 12-months of experience per page; however, you may use more than one page for a single year of work/design experience; there is no maximum number of pages allowed. If using multiple pages to describe a 12-month period, type ‘continued’ after the Date range for that period.)</i>	# of Months in Areas of Experience. Must equal length of time employed <i>(Must coincide with date range for this period)</i>				
Date range for this period: _____	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%; text-align: center; padding: 5px;">In Design</td> <td style="width: 50%; text-align: center; padding: 5px;">In Other Engineering Work</td> </tr> <tr> <td style="height: 400px;"></td> <td style="height: 400px;"></td> </tr> </table>	In Design	In Other Engineering Work		
In Design	In Other Engineering Work				

Print Name (EACH PAGE):	Signature (Last Page of Each Engagement):	Date:	EXPERIENCE (TIME) GAINED WHILE EMPLOYED → (Total Experience on LAST PAGE OF EACH ENGAGEMENT)	
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