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FE 試験受験 : 2018/10

PE 試験受験 : 2019/10

PE 登録 : 2022/03

1. Introduction

I am a foreigner joined to work in the Japanese Company, After I graduated in Graduate Program in Japan. In order to develop engineering knowledge together with career pass, I had understood that the professional licenses are necessary. Most of my colleague take the 技術士, however the exam required professional Japanese writing skill, it is really hard for me. In additional, I also wanted to get the license that is popular in International. Then I found and decided to get PE license.

Thank you for the JSPE, I have successfully completed the PE registration. I think my case may be a bit special, but I write here my registration experience as bellow. I am very happy if it could be a reference for the further.

2. Registration Procedure Preparation (10/2019 -12/2019)

I have joined the PE registration seminar (PE 登録説明会) of JSPE, I understand that the registration procedure is slightly different among States, however it mainly consist of “**Credentials Evaluation**”, “**Work Experience**”, and “**Professional References**”. In the Oregon PE registration homepage, I recognized the most convenient way is “**Using my NCEES Record**” as in the Fig. 1.

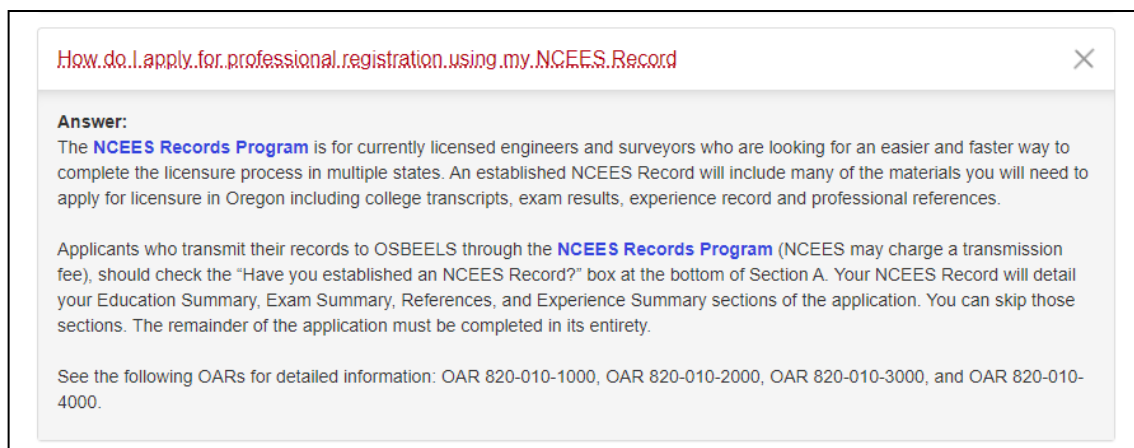


Fig.1 PE registration using my NCEES Record (State of Oregon homepage)

Fig.2 is the content of the NCEES Record, the required information is required verified by NCEES based on the documents submitted directly to NCEES. I submitted the documents and got the verification step by step.

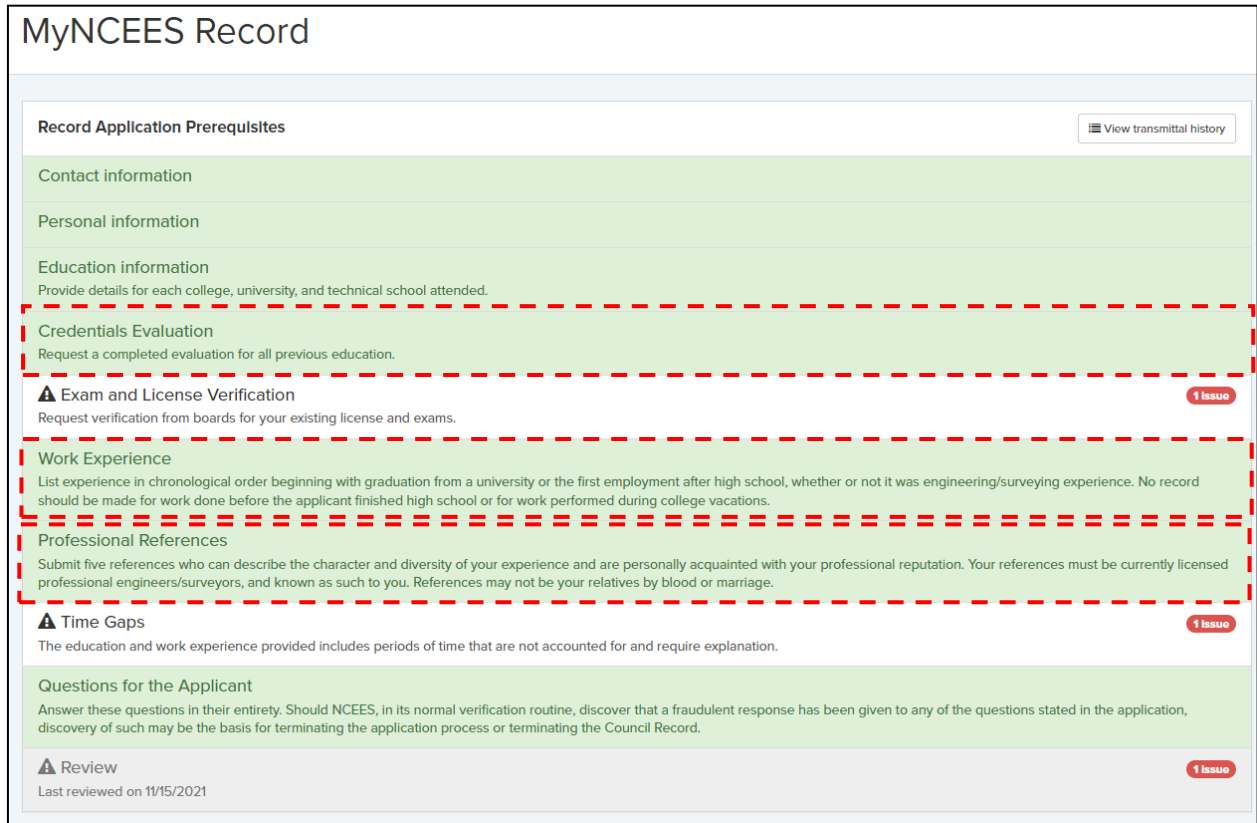


Fig.2 My NCEES Record

3. Credentials Evaluation (01/2020 – 03/2021)

This procedure took time the most for me. Since I graduated from Non-US Program, I must to the Evaluation. The “Official Academic Transcript”, Official Diploma or Certificate of Graduation”, and “Official Course Descriptions” are required, in which, the first one **must be mailed from School directly to NCEES** (Fig.3). This procedure took me the most time during PE registration procedure, because my University where I got my Bachelor did not have any Course Descriptions even written in Vietnamese. However, the University could provide official stamp if I write the Course descriptions by myself. I again investigate NCEES homepage and found the sample, as in figure 4. I started to create the procedure from Jan. 2020 and finished in Feb. 2021. After that, I sent the Course Description written in English to the University for their verification, then 1 months later they approved and sent all materials to the NCEES directly. NCEES took about 2 weeks for their evaluation, and I got their approval in middle of Mar. 2021.

What materials are needed for a Credentials Evaluation?

All applicants must provide the following from all universities attended and for all college-level coursework and degrees earned.

- Official academic transcript (MUST be mailed from school directly to NCEES)
- Official diploma or certificate of graduation
- Official course descriptions

Fig.3 Required materials for Credentials Evaluation

Course descriptions

The following is a **sample** course description document. While your description is not required to look exactly like this sample, it should be comparable.

XYZ University

(street address)
(phone number)
(website)
(email contact)

Course (units)	Description
Design of Bridges (3)	Highway loading; load distribution; moving loads; deck girder bridges; design of bridge elements; piers, abutments; specifications and codes; bridge construction
Civil Engineering Mathematics (3)	Matrices, determinants, linear equations, linear transformations, eigenvalues and eigenvectors, least squares and curve fitting, roots of nonlinear equations, numerical integration of ordinary differential equations, and software for spreadsheets and CAD
Steel Design Laboratory (1)	A laboratory component wherein students are trained to perform complete structural analysis and design calculations of steel structures. Student creates a design of one of the following: commercial building, bridge, transmission tower, or industrial building.
Construction Project Management (3)	Estimating, scheduling, planning; critical path method; project organization; monitoring; evaluation; recording/reporting; investigation of projects in progress
Civil Engineering Drawing (2)	Use and function of drawing instruments, applied geometry, mechanical drawing, lettering, alphabet of lines and applications, orthographic projections, isometric drawing, dimensioning, scaling, oblique drawing, sectioning
Electrical Analysis of AC/DC Circuits (3)	Fundamentals of DC and AC circuits, intended for non-electrical engineering majors. Covers principles, basic laws, and theorems used in analysis of AC/DC electrical circuits
Literary Forms (3)	General introduction to poetry, fiction, and drama. Exploration of themes in literature relevant to university students. Course designed to prepare students to be more perceptive readers of imaginative literature.

Fig.4 Sample of Course descriptions

4. Work Experience (4/2021 – 8/2021)

I had written the Work Experience after got Credentials Evaluation successfully. My first draft was very similar to the popular form of a CV. I would like to thanks to the JSPE mentor who checked and give me a lot of advices to modify my work experience. In addition, I also needed to describe conform to NCEES guidance, that each entry should be broken in to **Task**, **Duties** and **Projects**. The guidance is presented in the figure 5. I finished upload the work experience in to NCEES on Aug. 2021.

Describing Work Experience



Describing Work Experience

Work experience entries should describe engineering or surveying projects on which you personally worked. Each entry is broken into *Tasks and Duties* and *Projects*.

For *Tasks and Duties*, include your level of responsibility, degree of personal responsibility, the complexity of the work performed, and engineering decisions that you made.

For *Projects*, include the project name, location, dates and the exact engineering or surveying work you personally performed. The number of projects provided should be representative of the number of years you have worked for each employer and *span the entire time frame of the employment dates (one project for every two years, do not skip large periods of time)*. Each project should contain:

- Project scope, location (1-2 sentences)
- Dates of the project
- 1-2 sentences about what YOU specifically did for the project (using I statements like "I designed" and "I calculated")

Use the following guidelines when determining how many average-sized projects to include. Larger projects that span multiple years are not expected to fall within these guidelines.

5 years of employment	2-3 projects
10 years of employment	4-6 projects
20 years of employment	8-12 projects

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Last updated on June 14, 2021

Fig.5 Guidance to describe work experience of NCEES

5. Professional References (9/2021 – 11/2021)

In the case of using my NCEES record, the professional references also need to meet the NCEES requirement. They required **five professional references** in which **three of references must be PE** (Fig. 6). By joining actives of JSPE such as Engineering Salon I have chance to meet many PE in Japan. **I did one presentation and discussion in one Engineering Salon, and then I was very appreciated to have two of Reference from JSPE members.** Another PE reference is my colleague. Two of non-PE References was my group leader and colleague. One thing should be note that, the email of NCEES is sent directly to the Reference without notice me, but the non-PE Japanese engineers almost ignore the English email.

Professional Reference FAQs

How many professional references do I have to provide?

Applicants are required to provide five references that can reflect the character and diversity of your experience and are personally acquainted with your professional reputation. All 5 references must be "current" or signed off on within the past 12 months.

Do my professional references have to be licensed?

For engineering applicants, 3 of the references must be engineers who are currently licensed in the United States. For surveying applicants, 3 of the references must be surveyors who are currently licensed in the United States.

Fig.6 NCEES requirement of Professional References

6. Submit the Application (12/2021)

I downloaded the application from the homepage of Oregon State, then fill the form. The point is that I need to check "YES" in the question "Have you established an NCEES record?" (Fig.7). I did not need to fill the Form E to G, instead of that I only need to check the box "See my transmitted NCEES Record". In addition with the application form, I attached a waiver letter in which I mentioned that all my engineering experiences are performed outside of US.

The screenshot shows a section of the application form titled "NCEES Records". It contains the following text and options:

NCEES Records If you are using your NCEES Record as part of this application, you must still complete pages 1-7.

Have you established an NCEES record? Yes No If Yes, date transmitted to the Board: November 22, 2021

Indicate how you would like to receive the OSBEELS newsletter, *The Oregon Examiner*

Home Address Home Email Business Address Business Email Public Address Public Email

At the bottom of the form, there is contact information for the Oregon State Board of Examiners for Engineering & Land Surveying, including the phone number 503-362-2666 and the email address osbeels.info@oregon.gov.

Fig.7 Using NCEES record in the Application form

7. Finish registration (3/2022)

I received a notification of the registration successfully and soft certification through email in Mar. 2022, and the hard certificate one month later.

8. Conclusion

It took long way since I passed PE example, but I was able to register a PE license. I hope that this experience report will be of some help to those who are going to register for PE licenses. We would like to thank the JSPE member for their advice as mentors and those who provide References and Work Experience Certification.