

# Wisconsin Department of Safety and Professional Services

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## EXAMINING BOARD OF ARCHITECTS, LANDSCAPE ARCHITECTS, PROFESSIONAL ENGINEERS, DESIGNERS, PROFESSIONAL LAND SURVEYORS, AND REGISTERED INTERIOR DESIGNERS

### FUNDAMENTALS AND PRINCIPLES AND PRACTICE EXAMINATIONS APPLICATION INFORMATION

Note: The DSPS credentialing team will email applicants examination instructions once the exam application has been approved. Applicant will pay exam fees directly to the testing facility. Exam information: <https://dsps.wi.gov/Pages/Professions/GeologistProfessional/Exams.aspx>.

#### **AN APPLICATION IS NOT COMPLETE UNTIL ALL OF THE FOLLOWING DOCUMENTS HAVE BEEN RECEIVED:**

1. **Application for Fundamentals and Principles and Practice Examinations** - Apply online via LicensE, <https://license.wi.gov/>.
2. **Exam Fee(s)** - The DSPS credentialing team will email applicants examination instructions once the exam application has been approved.
3. **Experience Record (Form #2392)** - Include as many applicable experience requirements as possible. Provide a complete chronological listing of your background, beginning with your education.
4. **Peer Review Evaluation Form (Form #2849)** (if applicable) – If you have acquired your experience under Wis. Stat. § 470.04(2)(c)2, submit three (3) peer review evaluations. Complete either the Peer Review Evaluation Form OR Supervised Experience Evaluation Form.
5. **Supervised Experience Evaluation Form (Form #2913)** (if applicable) – If you have acquired your experience under Wis. Stat. § 470.04(2)(c)1. or 2., have a supervisor complete this form. Complete either the Peer Review Evaluation Form OR Supervised Experience Evaluation Form.
6. **Official Transcripts** - Official transcripts showing courses taken and degrees received are required. A bachelor's degree is required. **Transcripts must be sent by the college or university. Unofficial copies of transcripts are not acceptable.** If you attended more than one school, and transfer credits appear on the transcript from the school where the degree was received, it is not necessary to provide a transcript from the first school(s).
7. **Supplemental Form (Form #2085)** - To reflect the geology courses taken. Transcripts must be submitted to substantiate all courses listed.

**Retake Applicants:** Apply online via LicensE, <https://license.wi.gov/>.

**Fundamentals Examination:** To apply for the fundamentals examination, an applicant must have completed one of the following requirements:

1. Completed at least 24 semester hours or 36 quarter hours of course credit in geology and be of not less than second semester senior in a bachelor program meeting the requirements of Wis. Admin. Code § [GHSS 2.05](#);
2. Completed at least four (4) years of experience which has been determined by the Professional Geologist Section to be equivalent to the requirements of Wis. Admin. Code § [GHSS 2.04\(1\)](#).

**Principles and Practice Examination:** To apply for the principles and practice examination, an applicant must have completed one of the following method requirements:

#### **Method 1:**

1. Completed a bachelor's degree with at least 30 semester hours or 45 quarter hours in geology meeting the requirements found in Wis. Admin. Code § [GHSS 2.04](#) or have at least five (5) years of professional experience in addition to the qualifying experience which is determined by the Section to be equivalent;
2. Completed at least four (4) years of professional experience in geologic work or completed at least three (3) years of professional experience in geologic work if the applicant has one (1) or more advanced degrees relevant to the practice of professional geology demonstrating that the applicant is qualified to assume responsible charge of geologic work. At least one (1) year of the qualifying professional experience must have been performed under a supervisor who is a registered professional geologist either in this state or in another state, or who is deemed qualified by the section to have responsible charge of geologic work.

#### **Method 2:**

1. Have completed a bachelor's degree with at least 30 semester hours or 45 quarter hours in geology meeting the requirements found in Wis. Admin. Code § [GHSS 2.04](#) or have at least five (5) years of professional experience in addition to the qualifying experience which is determined by the section to be equivalent;
2. Have completed at least six (6) years of professional experience in geologic work or completed at least five (5) years of professional experience in geologic work if the applicant has one (1) or more advanced degrees relevant to the practice of professional geology demonstrating that the applicant is qualified to assume responsible charge of geologic work. At least one (1) year of the qualifying professional experience must have been performed under a peer review system.