

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

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)** - Fees are \$215.00 (\$200 exam fee plus \$15.00 Department of Administration (DOA) contract fee) for each exam. Pay fees online in LicensE. See <https://dsps.wi.gov/Pages/Professions/HydrologistProfessional/Exams.aspx> for exam information.
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\(3\)\(c\)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\(3\)\(c\)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 to you. 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 2400)** - To reflect the hydrology courses taken. Transcripts must be submitted to substantiate all courses listed.

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

Examination Requirements: After receiving notification from the Department as to your status to sit for the examination, the applicant will then need to submit a separate application and pay required fee directly to the AIH to schedule each part of the examination at www.aihydrology.org. The AIH determines registration fees for the Fundamentals Examination and the Principles and Practice Examination. Applicants must pass the Fundamentals Examination before they can submit an application for the Principles and Practice examination.

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 hydrology or water resources and be of not less than second semester senior in a bachelor program meeting the requirements of Wis. Admin. Code § [GHSS 3.04](#);
2. Completed at least four (4) years of experience which has been determined by the Professional Hydrologist Section to be equivalent to the requirements of Wis. Admin. Code § [GHSS 3.04](#).

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 hydrology or water resources meeting the requirements found in Wis. Admin. Code § [GHSS 3.04](#) 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 hydrology or water resources work or completed at least three (3) years of professional experience in hydrologic work if the applicant has one (1) or more advanced degrees relevant to the practice of professional hydrology demonstrating that the applicant is qualified to assume responsible charge of hydrologic work. At least one (1) year of the qualifying professional experience must have been performed under a supervisor who is a registered professional hydrologist either in this state or in another state, or who is deemed qualified by the section to have responsible charge of hydrologic work.

Method 2:

1. Have completed a bachelor's degree with at least 30 semester hours or 45 quarter hours in hydrology or water resources meeting the requirements found in Wis. Admin. Code § [GHSS 3.04](#) 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 hydrologic work or completed at least five (5) years of professional experience in hydrologic work if the applicant has one (1) or more advanced degrees relevant to the practice of professional hydrology demonstrating that the applicant is qualified to assume responsible charge of hydrologic work. At least one (1) year of the qualifying professional experience must have been performed under a peer review system.