



NORTH DAKOTA STATE BOARD OF REGISTRATION FOR PROFESSIONAL ENGINEERS & LAND SURVEYORS

September 28, 2026

«First_Name» «MI» «Last_Name»
«Address_1» «Address_Line_2»
«City», «State_Province» «State_Province»

RE: Renewal of North Dakota (ND) Professional Engineer and/or Land Surveyor License

Notice: Your North Dakota Professional Engineer and/or Land Surveyor license will expire on **December 31, 2026**.

Fee Schedule:

- Single License Holders
 - Before January 1, 2027 – \$110.00
 - After December 31, 2026 - \$200.00
- Dual Registrants
 - Before January 1, 2027 – \$200.00
 - After December 31, 2026 – \$375.00
- Retired
 - Anytime – \$20.00

North Dakota Continuing Professional Competency (CPC) Requirements:

As outlined in North Dakota Administrative Code (NDAC) 28-04-01 all North Dakota registrants are required to complete professional development hours (PDHs). When renewing you will attest to meeting the outlined CPC requirements. **YOU DO NOT NEED TO SUBMIT YOUR PDH HOURS, LOG(S), OR CERTIFICATES.** However, CPC compliance is subject to audit, and renewals will be selected at random for audit. Failure to meet the requirements of NDAC may result in disciplinary action, or civil penalties.

Online Renewal:

Online renewal is available through the Board's website. Visit www.ndpelsboard.org, under the "Personal Renewal" box select "Personal Renewal Instructions", and follow the instructions provided.

Mail in Renewal:

Please use our current form found on our website www.ndpelsboard.org. You can find the current Renewal Form, under the "Personal Renewal" box select "Personal Renewal Instructions", and follow the instructions provided. All renewals must be mailed in with a check or money order. Renewals with an NSF or returned check will be assessed the appropriate banking fees. Incomplete renewal submissions will be returned.

Please contact our office at help@ndpelsboard.org or (701)-258-0786 if you have any questions.

Respectfully,

A handwritten signature in black ink that reads "Kimberly A. Gullickson".

Kimberly A. Gullickson
Executive Director