



Montana Board of Professional Engineers & Land Surveyors

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Licensing Requirements and Application Checklist Professional Engineer (by Comity)

License Requirements for Professional Engineer (by Comity)

Below are the minimum requirements you must meet in order to be eligible for Professional Engineer (PE) licensure in the state of Montana.

1. Licensure or registration to engage in the practice of engineering in another jurisdiction. [[MCA 37-67-312](#)]
2. Passage of the Principles & Practices of Engineering (PE) exam administered by the National Council of Examiners for Engineering and Surveying (NCEES) – [[MCA 37-67-312](#), [MCA 37-67-323](#), [MCA 37-67-327](#), [ARM 24.183.509](#)]
(NOTE: An applicant who already has passed the NCEES PE exam but is not licensed in another jurisdiction must apply to the Montana Board of PELS for licensure “by Exam.”)
3. Board-approved engineering education (separate pathways for Bachelor’s, Master’s and Ph.D. degrees) – [[MCA 37-67-312](#), [MCA 37-67-323](#), [ARM 24.183.303](#), [ARM 24.183.501](#)]
4. For Bachelor’s and Master’s degree holders, passage of NCEES Fundamentals of Engineering (FE) exam and certification as Engineer Intern (also known as “Engineer-in-Training” or “EIT” in many states.) This is not required of Ph.D. degree applicants – [[MCA 37-67-323](#)]
5. Engineering experience (separate requirements based on each educational degree) – [[MCA 37-67-312](#), [MCA 37-67-323](#), [ARM 24.183.303](#), [ARM 24.183.702](#)]
(NOTE: MCA 37-67-312 requires additional post-licensure experience by Comity applicants who did not meet the experience requirements of MCA 37-67-323 prior to initial licensure in another jurisdiction.)
6. 5 references, 3 of which must be from U.S.-licensed Professional Engineers with knowledge of applicant’s work [[MCA 37-67-312](#), [MCA 37-67-323](#), [ARM 24.183.503](#)]

Checklist of Required Documents to Submit for Application for PE (by Comity)

NOTE: The Montana Board of PELS accepts NCEES Records (career summaries) prepared by NCEES with some limitations. Please read the details below before reviewing the checklist on page 2.

- **For applicants submitting an NCEES Record with their application**, the Board will accept educational transcripts, exam verifications and references contained in the Record. License verifications contained in the Record must be 6 months old or less. The Board may ask for new or additional license verifications if those contained in the NCEES Record are incomplete or dated.
- **For applicants NOT submitting an NCEES Record**, educational transcripts, exam and license verifications, and references must be sent to the board directly from the source. If received from the applicant, they will not be accepted.

The following documents and additional forms are required in addition to the basic application.

- Official transcripts of engineering education.
- Official license/certification verifications from states or jurisdictions in which the applicant holds or has ever held a professional license or certification of any type.
- Verification of NCEES exam passage if exams were taken outside of Montana.
- References.
- The Board's PE Laws and Rules Questionnaire, completed in full.
- All experience pages contained in the PE by Comity application. (Experience information contained within a NCEES Record will not be accepted.)
- If you answered yes to discipline questions, include a detailed explanation on the event(s) and documentation from the source (licensing board, federal agencies/programs, or civil/criminal court proceedings such as initiating/charging documents, final disposition/judgement documents, etc.)

Application Fee(s) for PE (by Comity)

The following fee(s) must be submitted with your application. Online applicants can pay using a credit card or e-check. If you submit a paper application you must submit a check. Do not mail cash.

- \$150 application fee

You can apply for a license online at <https://ebiz.mt.gov/POL/> or download a paper application from the website. Online application is recommended.

Please include a valid e-mail address with your application. E-mail is the department's primary form of communication.

If you have any questions about the application process or the licensing requirements please contact the Department of Labor and Industry Professional Licensing Bureau using the contact information at the top of this checklist.