

Instructions for On-Line FE Exam Registration for Eligible Students and Graduates

The Fundamentals of Engineering (FE) exam is typically the first step in the process leading to the P.E. license. It is designed for recent graduates and students who are close to finishing an undergraduate engineering degree. The FE is a computer-based exam that is administered year-round in testing windows at NCEES-approved Pearson VUE test centers.

The FE contains 110 multiple-choice questions. The exam appointment time is 6 hours long, which includes a nondisclosure agreement, tutorial (8 minutes), the exam (5 hours and 20 minutes), a scheduled break (25 minutes), and a brief survey.

Very important information on the NCEES website found here: <http://ncees.org/exams/fe-exam/>

In order to take the FE Exam to become licensed in Mississippi, students must first apply for enrollment as an engineering intern (E.I.) through the Mississippi Board of Licensure for Professional Engineers & Surveyors. For all qualified University of Mississippi students and graduates intending to take the FE Exam, please follow the steps outlined below.

1. An applicant must go to the State Board of Licensure website: www.pepls.state.ms.us.
2. Scroll down to Application Forms and select **Engineer Intern Application & Forms**.
3. The screen then shows an explanation of the online process, as well as a description of the new computer-based testing (CBT) exam format. The applicant is given detailed instructions on how to complete the online application and pay the application fee. The applicant should then click on a link **ONLINE Engineer Intern Application**.
4. That link takes applicants through a series of screens where they simply answer questions, giving State Board contact information, education information, and additional qualifying information including questions about arrest records, disciplinary actions, formal name change, etc.
5. Applicants must then pay the application fee of \$25.00 with a credit card or electronic check.
6. Applicants will receive two confirmation receipts – one they can print immediately upon payment and the other confirmation/receipt is sent to their email address.
7. The application is stored in the State Licensure computer database and fee payment is deposited into the state treasury account.
8. The Engineering Dean's Office will verify applicant eligibility for the exam.
9. The state board will then authorize approved candidates in the national NCEES database allowing applicants to proceed to the next step of registering on-line with NCEES (National Council of Examiners for Engineering and Surveying) and selecting a testing center and date.

The Fundamentals of Engineering (FE) Exam will be given during four time periods per year: January-February, April-May, July-August, and October-November. Nearest recommended exam location:

**Pearson Professional Center – Tupelo
431 West Main Street
Suite 340
Tupelo, MS 38801**

Other approved test sites can be found here:

<http://ncees.org/exams/cbt/testing-center-locations/>

10. The on-line registration process involves a required non-refundable fee of \$225.

www.ncees.org/Exams.php

ELIGIBLE EXAMINEES

UM Graduates of Civil Engineering, Chemical Engineering, Electrical Engineering, Geological Engineering, or Mechanical Engineering as well as current UM students are eligible to sit for the exam if they are approved by their department chair in Civil Engineering, Chemical Engineering, Electrical Engineering, Geological Engineering, or Mechanical Engineering. Each approved candidate for the exam will have his or her academic standing and eligibility verified by his or her academic department and dean's office. The School of Engineering highly recommends that all senior engineering students in Civil, Chemical, Electrical, and Mechanical Engineering Departments take the FE exam. The Geological Engineering Department *requires* that undergraduate students take the exam to meet graduation requirements.

REFUNDS

Refunds will not be given for the application fee for the State Board of Licensure. NCEES does not refund the \$225 examination fee. Students taking the FE Exam for a second time will not be required to submit \$25 fee to the State Board a second time; however, NCEES will require the full examination fee for all students taking the exam each time.

FAQs ABOUT THE FE EXAM

What calculator can I use on the exam?

NCEES only allows certain calculators to be used on the FE Exam. It is the responsibility of the examinee to be aware of those calculators which are allowed and to have one available for use on the exam. Calculators will not be provided by NCEES or the School of Engineering for use on the FE Exam. The list of allowable calculators is reviewed and updated each year and the list is posted on the NCEES web site by December 1 of each year. To see the current NCEES calculator policy and calculators allowed for use on the exam, please visit this website:

<http://ncees.org/exams/calculator-policy/>

I would like to take the exam but I'm not sure if I'm ready for it. What should I do?

Successfully passing the FE Exam requires that you know the fundamentals of engineering and have spent some time reviewing for the exam. Typically seniors are ready for the exam but even then they need to have taken certain courses. If you are in doubt about your ability to take and pass the exam, discuss this with your advisor or department chair. They can give you the best guidance.

Do I really need to study for the FE Exam?

Yes! The FE Exam is a comprehensive test of the knowledge you have gained throughout your undergraduate education. A structured review prior to the exam will help you recall the information you may not have readily available and to pass the exam the first time you take it. Students who have failed the exam in the past say they believe they would have passed had they reviewed a little. The students who do pass say that the review was a big help in passing.

I don't plan to be a licensed Professional Engineer so should I bother to take the FE Exam?

Yes, you should. There is no better time to take the FE Exam than when you are in school. While you may not need to be a registered professional engineer for your first job, many engineers have found themselves changing jobs mid-career and having a PE has been a tremendous help to them. Should you choose to do consulting or apply for some governmental jobs, being registered is required. Many employers look favorably upon registration even if it is not specifically required.

I registered for the exam last semester but didn't take it or didn't pass it. What should I do if I wish to have another opportunity? You will NOT need to re-submit your application to the State Board of Licensure or pay the application fee again. You will need to register on-line again with NCEES.

What is the processing fee and exam fee for?

The application fee covers the processing, microfilming, and storing of your application at the State Board of Licensure. The exam fee you pay to NCEES covers the costs of obtaining an exam and having it graded.

I have a Reference Manual. Is that all I need to study?

No. The reference manual available on the NCEES website is not a study guide. Some years ago there was no limit on the number of reference books you could bring to the exam. We found that many examinees brought the wrong books, and/or spent too much time looking up reference information. As a result the reference manual was developed. This manual contains all of the data, formulae, tables, graphs, etc. you will need to answer the exam questions. You need to become familiar with the manual so that you can easily find the information you need when taking the exam.

What should I do to prepare for the FE?

Preparation for the FE is what your undergraduate education is all about. You cannot learn all you need to know for the exam the week before. Early preparation is essential. Keep in mind the

FE exam is testing fundamental knowledge typically expected of all engineers. Detailed study of a particular topic is usually not your best use of time. You may want to obtain a few reference books or study guides to help you prepare. A sample exam can help relieve some anxiety by letting you see what the exam will be like.

How do I contact the Mississippi Board of Licensure?

Mississippi State Board of Licensure
for Professional Engineers and Surveyors
660 North Street, Suite 400
Jackson, MS 39202
601-359-6160
www.pepls.state.ms.us

I do not plan to work in Mississippi so should I wait to take the FE exam when I get a job?

No. You should take the FE Exam as soon as you think you are ready. All 50 states will honor your exam results since it is a national exam. When you are ready to move on to the next step, registration as a Professional Engineer, the State Board of Licensure will provide your FE Exam results to the state in which you will be registered.

Links of Interest

National Society of Professional Engineers: www.nspe.org
National Council of Engineering and Surveyor Examiners: <http://www.ncees.org/>
Kaplan AEC Education: www.kaplanaecengineering.com
Professional Publications, Inc.: <http://www.ppi2pass.com>
Mississippi Engineering Society: <http://www.msengsoc.org>

Please see letter from the State Board of Registration to Examinees on following pages:

January, 2014

Dear Examinee:

Beginning in January, 2014, the Fundamentals of Engineering (FE) and the Fundamentals of Surveying (FS) exams converted from pencil and paper format to computer-based testing format (CBT).

October, 2013 was the last time these exams are offered in the pencil and paper format. Registration for these exams in the CBT format opened on November 4, 2013, and examinees could schedule their exams as early as January 2, 2014.

Computer-based FE and FS exams will be administered only at approved Pearson VUE testing centers. At present, there are three centers in Mississippi: Jackson, Tupelo, and Mississippi State University. There are also centers in Memphis, Tuscaloosa, Mobile, and New Orleans; you do not have to take the exam in Mississippi.

There will be four testing windows for the FE and FS exams annually. Each of these windows will last two months, with a month between them. Therefore, exam appointments will be available in January and February, with no exams offered in March; exam appointments available in April and May, with no exams offered in June, etc.

Candidates for a CBT exam may take the exam only one time per testing window and no more than three times in a 12-month period.

Effective with the opening of registration on November 4, 2013, candidates registering to take the FE or FS exam will be continue to pay NCEES directly for all exam-related fees. This is part of the online registration process and will require payment with MasterCard or Visa. The online process allows the examinee to choose his/her exam appointment from the available times at the Pearson Vue Center of his/her choice. The exam fee is \$225.00.

The FE and FS exams will be six hours in length, which will include a tutorial, breaks, the exam, and a brief survey at the conclusion of the exam.

The FE and FS exams will continue to be closed book. Supplied reference material for the exams will be electronic and will be available on the NCEES website.

Examinees will be allowed to bring and use NCEES-approved calculators on CBT exams.

Sample exams for the computer-based FE and FS will be available for purchase after the October 2013 exam administration.

Beginning in 2014, some of our sister states (Alabama, Louisiana, Arkansas and others) will no longer “approve” applicants to take the FE and FS exam. In those states, examinees will apply directly to NCEES to take the exam, and only upon passing their exam will they apply to their state board to be enrolled as either an Engineer Intern or a Surveyor Intern.

The Mississippi Board, however, will continue to require an application for approval to take the exam, just as we have in the past. The Mississippi Board will not enroll, as an EI or an SI, anyone who was not “approved to test” by the Mississippi Board. So Mississippi residents who passed these exams without applying to the Mississippi Board for “approval to test” will have to apply to the surrounding states for their Intern enrollment (Alabama, Louisiana, Arkansas, and others).

Students currently enrolled in an ABET accredited engineering curriculum Jackson State, Mississippi State or Ole Miss should contact their Dean’s office for approval to apply for the exam. The Dean, or his representative, will direct you on the correct procedure.

We strongly recommend that you review the Exam link on the NCEES website at: <http://ncees.org/exams/>. Peruse the NCEES Examinee guide (it’s a free download) and click on the FE exam for more helpful information. Then feel free to contact us if you have questions by emailing: *information@pepls.state.ms.us*

Finally, if you already have an active Engineer Intern application, we urge you to contact our office to confirm how many exam citations (opportunities) you still have available to you on your current application; for this question, email: *barbaram@pepls.state.ms.us*

Respectfully,

The Mississippi Board of Licensure
for Professional Engineers & Surveyors