



November 24, 2021

Dammon Engineering, Inc
554 Old Spanish Trl
Slidell LA 70458-4054

Dear Licensee/Authorized Firm:

Re: 2022 Renewals

This letter is another friendly reminder that your license(s) to practice in Mississippi will expire on December 31, 2021. On-time licensure renewals for 2022 are being accepted through the end of the year, and expired license renewals will continue to be accepted through Wednesday, June 30, 2022 (with the appropriate late fee). Fees for renewal are: \$35 per license for individual licensees, \$70 for dual licensees, and \$50 for COAs. Renewal invoices will no longer be mailed via U.S. mail; therefore, you MUST have your email address up to date in our database to receive crucial information and instructions from the Mississippi Board of Licensure for Professional Engineers & Surveyors (Board).

All renewals (Licensees and Firms) must be completed online, and all non-exempt licensees must obtain the required Continuing Professional Competency (CPC) hours prior to renewal. Exemptions, such as reaching 60 years of age with 20 years aggregate practice, are detailed in Chapter 23, Section 7 of the rules. Non-exempt licensees will be required to enter CPC hours into the Board or National Council of Examiners for Engineers and Surveyors (NCEES) system to renew for 2022. CPC's obtained after December 31, 2021, are not acceptable for 2021 compliance.

Instructions for entering your CPC hours into the Board system are posted on the Board's website (www.pepls.ms.gov) at the bottom of the "Forms and Other Documents" page; and again inside of the licensing portal titled "CE How To". To log in to the system, individuals need their Mississippi license number, date of birth, and the last four digits of their Social Security number. After entering and reviewing the CPC data, please scroll down to the last item on the left, click on "Online Licensure Renewal" and follow the on-screen instructions to renew.

The COA license is accessed via the firm's designated licensee's license. So, firms need their designated licensee's Mississippi license number, date of birth, and last four Social Security digits to log into the system.

Information concerning NCEES Continuing Professional Competency (CPC) tracking record is available at <https://ncees.org/cpc/>. After entering all the CPC hours required by the Board rules into the NCEES CPC Tracking Record, submit your log through the NCEES electronic transmittal process. An attestation button has been added to the Board renewal site for your convenience. Note that your NCEES electronic transmittal is still subject to our audit processes and **must** be transmitted prior to your license renewal.

Respectfully,
The Mississippi Board of Licensure for Professional Engineers & Surveyors
www.pepls.ms.gov
601-359-6160