



IDFPR

Illinois Department of
Financial and Professional Regulation

Division of Professional Regulation

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JB PRITZKER
Governor

MARIO TRETO, JR.
Secretary

CAMILE LINDSAY
Director

July 23, 2025

Office of the Secretary of State
Index Department
Administrative Code Division
111 East Monroe
Springfield, Illinois 62756

Dear Administrator:

Please find enclosed for publication in the next issue of the *Illinois Register*:

1. One original copy of the Notice of Adopted Amendments of Part 1150, the Illinois Architecture Practice Act of 1989, Part 1255, the Registered Interior Designers Act, Part 1270, the Illinois Professional Land Surveyor Act of 1989, Part 1380, The Professional Engineering Practice Act of 1989 and Part 1480, The Structural Engineering Practice Act of 1989 of Title 68 of the Illinois Administrative Code.
2. One original copy of the Certificate of Adopted Amendments.
3. One original copy of the text for filing with the Department's permanent rules.
4. The Certification of No Objection from the Joint Committee on Administrative Rules.

Sincerely,

Craig Cellini
Rules Coordinator

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NOTICE OF ADOPTED AMENDMENTS

- 1) Heading of the Part: Illinois Professional Land Surveyor Act of 1989
- 2) Code Citation: 68 Ill. Adm. Code 1270
- 3)

<u>Section Numbers:</u>	<u>Adopted Actions:</u>
1270.5	Amendment
1270.10	Amendment
1270.14	Amendment
1270.15	Amendment
1270.20	Amendment
1270.30	Amendment
1270.35	Amendment
1270.45	Amendment
1270.52	Amendment
1270.57	Amendment
1270.65	Amendment
- 4) Statutory Authority: Implementing the Illinois Professional Land Surveyor Act of 1989 [225 ILCS 330] and authorized by Section 2105-15(7) of the Civil Administrative Code of Illinois (Department of Professional Regulation Law) [20 ILCS 2105]
- 5) Effective Date of Rule:
- 6) Does this rulemaking contain an automatic repeal date? No
- 7) Does this rulemaking contain incorporations by reference? No
- 8) A copy of the adopted amendments, including any material incorporated by reference, is on file in the agency's principal office and is available for public inspection.
- 9) Notice of Proposal published in Illinois Register: 49 Ill. Reg. 2621; March 14, 2025
- 10) Has JCAR issued a Statement of Objections to this rulemaking? No
- 11) Differences between proposal and final version: There were two small changes made by the Department and any changes made by JCAR were either technical/grammatical or for clarification purposes.

In the Authority note, “(a)” is added after “Section 2105-15(7)” in this adopted version.

In Section 1270.20 b) 1), before “Surveying”, “Land” was stricken from the proposed

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version and after “Surveying”, “PS” is added to this adopted version.

In Section 1270.30 b), after “required”, “FS and/or PS” is added to this adopted version.

At the end of Section 1270.30 f), “(See Section 10(b) of the Act.)” is added to this adopted version.

In Section 1270.45 a) 1), “(registration” was deleted from the proposed version and is replaced with “Professional” and the period after “Corporations” is unstricken in this adopted version. Also, before “design”, “as a professional” was stricken and after “design”, “firm” was stricken from the proposed version and is replaced with “firms” in this adopted version. The parenthesis at the end of this subsection was also stricken from the proposed version. Also, subsection 1270.45 i) was deleted from the proposed version.

Section 1270.52 c) 4) was deleted from the proposed version and is rewritten as “The fee to change a business entity type for an existing professional design firm registration is \$25.” in this adopted version.

Section 1270.52 d) 1) is italicized with a citation to the Act, “[225 ILCS 330/36.1]”, added at the end in this adopted version.

Section 1270.52 d) 2), 3) and 4) are italicized in this adopted version and the second sentence of subsection d) 5) was deleted from the proposed version and is replaced with a citation to the Act, “[225 ILCS 330/36.1]”, in this adopted version.

In Section 1270.52 f), “(See Section 36.1 of the Act.)” is added at the end in this adopted version.

Section 1270.65 a) 2), before “1130.400”, “Section” was stricken from the proposed version and is replaced with “68 Ill. Adm. Code” in this adopted version. Also, after “1130.400”, “and Section 2105-15.5” is added to this adopted version and before “Civil Administrative Code”, “Illinois” was deleted from the proposed version and after “Code”, “of Illinois (Department of Professional Regulation Law) [20 ILCS 2105]” is added to this adopted version.

In Section 1270.65 b) 7) A), “Two” was stricken from the proposed version and is replaced with “2” in this adopted version.

In Section 1270.65 h), “may” was stricken from the proposed version and is replaced with “shall” in this adopted version and “foregoing” was stricken from the proposed version and after “requirements”, “of the Section” is added to this adopted version.

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In Section 1270.65 h) 1), “continuing education hours” was stricken from the proposed version and is replaced with “PDHs” in this adopted version.

In Section 1270.65 h) 3) B), “may” was stricken from the proposed version and is replaced with “will” in this adopted version and in that same Section 1270.65 h) 4), “application” was stricken from the proposed version and is replaced with “request for a waiver” in this adopted version.

- 12) Have all the changes agreed upon by the Agency and JCAR been made as indicated in the agreement letter issued by JCAR? Yes
- 13) Will this rulemaking replace an Emergency Rule currently in effect? No
- 14) Are there any rulemakings pending on this Part? No
- 15) Summary and purpose of rulemaking: These adopted amendments updated language throughout this Part for clarity, while also correcting or removing outdated information. Two new approved programs were added to the list of approved programs, while outdated exam requirements were removed from the licensing sections. Endorsement sections were also updated in order to clarify that foreign applicants may use the endorsement method for application and may be required to pass exams or submit NCEES records in lieu of transcripts. Clarification was added regarding professional design firms, and what qualifies as an accepted type of business. Clarifying language was also added to the Section regarding inactive status, and the basic sciences education requirement was amended to clarify ways in which applicants can satisfy requirements. Finally, these adopted amendments included a moderate fee increase for application, renewal, certification, and administrative fees; while a maximum cap was also added for restoration fees.
- 16) Information and questions regarding this adopted rulemaking shall be directed to:

Department of Financial and Professional Regulation
Attention: Craig Cellini
320 West Washington, 2nd Floor
Springfield, Illinois 62786
Craig.cellini@illinois.gov

(217) 785-0810 Fax: (217) 557-4451

The full text of the Adopted Amendments begins on the next page:

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NOTICE OF ADOPTED AMENDMENTS

TITLE 68: PROFESSIONS AND OCCUPATIONS

CHAPTER VII: DEPARTMENT OF FINANCIAL AND PROFESSIONAL REGULATION

SUBCHAPTER b: PROFESSIONS AND OCCUPATIONS

PART 1270

ILLINOIS PROFESSIONAL LAND SURVEYOR ACT OF 1989

Section

1270.5	Application for Enrollment as a Surveyor Intern by Acceptance of Examination
1270.10	Application for Licensure as a Professional Land Surveyor by Acceptance of Examination
1270.13	Experience
1270.14	Definition of Approved Programs
1270.15	Definition of a Non-Approved Program
1270.20	Examinations
1270.30	Endorsement
1270.35	Inactive Status
1270.40	Restoration
1270.45	Professional Design Firm
1270.50	Renewals
1270.52	Fees
1270.55	Land Surveyor Complaint Committee
1270.56	Minimum Standards of Practice
1270.57	Standards of Professional Conduct
1270.58	Seal and Signature Requirements
1270.59	Certificate of Correction
1270.60	Granting Variances
1270.65	Professional Development

1270.APPENDIX A Rules for the Perpetuation of Monuments Under the Land Survey Monuments Act

1270.APPENDIX B Significant Dates for the Administration of the Act

1270.ILLUSTRATION A Professional Land Surveyor Seal and Signature

AUTHORITY: Implementing the Illinois Professional Land Surveyor Act of 1989 [225 ILCS 330] and authorized by Section 2105-15(7) of the Civil Administrative Code of Illinois (Department of Professional Regulation Law) [20 ILCS 2105].

SOURCE: Rules and Regulations Promulgated for the Administration of the Illinois Land Surveyors Act, effective April 27, 1967; 2 Ill. Reg. No. 50, page 64, effective December 11,

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1978; codified and amended at 5 Ill. Reg. 11039; 5 Ill. Reg. 14171, effective December 3, 1981; emergency amendment at 6 Ill. Reg. 916, effective January 6, 1982, for a maximum of 150 days; amended at 6 Ill. Reg. 7448, effective June 15, 1982; emergency amendment at 8 Ill. Reg. 5365, effective April 12, 1984, for a maximum of 150 days; amended at 8 Ill. Reg. 15485, effective August 10, 1984; amended at 11 Ill. Reg. 1615, effective January 6, 1987; amended at 11 Ill. Reg. 4763, effective March 10, 1987; recodified from Chapter I, 68 Ill. Adm. Code 270 (Department of Registration and Education) to Chapter VII, 68 Ill. Adm. Code 1270 (Department of Professional Regulation) pursuant to P.A. 85-225, effective January 1, 1988, at 12 Ill. Reg. 2950; amended at 15 Ill. Reg. 5258, effective April 2, 1991; amended at 16 Ill. Reg. 15548, effective September 28, 1992; amended at 18 Ill. Reg. 5900, effective April 5, 1994; amended at 18 Ill. Reg. 14730, effective September 19, 1994; amended at 19 Ill. Reg. 16071, effective November 17, 1995; amended at 20 Ill. Reg. 5852, effective April 3, 1996; amended at 21 Ill. Reg. 14252, effective October 15, 1997; amended at 24 Ill. Reg. 576, effective December 31, 1999; amended at 24 Ill. Reg. 13719, effective August 28, 2000; amended at 24 Ill. Reg. 17548, effective November 20, 2000; amended at 25 Ill. Reg. 3865, effective March 1, 2001; amended at 26 Ill. Reg. 12263, effective July 24, 2002; amended at 28 Ill. Reg. 2228, effective January 23, 2004; amended at 28 Ill. Reg. 15297, effective November 10, 2004; amended at 31 Ill. Reg. 1832, effective January 8, 2007; amended at 34 Ill. Reg. 6668, effective April 27, 2010; amended at 36 Ill. Reg. 4818, effective May 1, 2012; amended at 39 Ill. Reg. 14826, effective November 13, 2015; emergency amendment at 44 Ill. Reg. 16193, effective September 15, 2020, for a maximum of 150 days; amended at 45 Ill. Reg. 4481, effective March 25, 2021; amended at 47 Ill. Reg. 798, effective January 5, 2023; amended at 49 Ill. Reg. _____, effective _____.

Section 1270.5 Application for Enrollment as a Surveyor Intern by Acceptance of Examination

- a) An applicant who is in the senior year of an approved baccalaureate degree program as set forth in Section 1270.14, shall sit for the Fundamentals of Surveying ("FS") exam as specified in Section 1270.20 and then submit the application provided by the Department of Financial and Professional Regulation - Division of Professional Regulation ("Division"), required fee as specified in Section 1270.52, certification of passage of the FS exam, and an official transcript showing conferral of the degree within 12 months after sitting for the exam.
- b) An applicant who is a graduate of an approved baccalaureate degree program as set forth in Section 1270.14 or a graduate of a non-approved program as set forth in Section 1270.15 shall sit for FS exam and then submit the application provided by the Division, required fee as specified in Section 1270.52, certification of passage of the FS exam, and an official transcript showing conferral of the degree.

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- e) ~~Applicants who graduated from a program outside the United States or its territories and whose first language is not English must provide the Division proof of passage of the Test of English as a Foreign Language Internet Based Test (TOEFL iBT) with a minimum score of 26 on the speaking module and a total minimum integrated score of 88. In order to determine applicants whose first language is English, the applicant shall submit verification from the school that the program from which the applicant graduated was taught in English.~~
- cd) Applicants who received their baccalaureate education in a foreign country other than Canada shall have the education evaluated on a course-by-course basis at their expense. Applicants shall obtain the forms from the National Council of Examiners for Engineering and Surveying (NCEES) ~~NCEES~~ Credentials Evaluations, 200 Verdae Boulevard, Greenville, SC 29607. The Land Surveyors Licensing Board ("the Board") will review all transcripts and the evaluation submitted to the Division to determine if the education meets the requirements set forth in this Section and Section 1270.15.
- de) Upon receipt of the application and all supporting documentation in complete order:
 - 1) An applicant with a degree from an approved program will be enrolled as an Illinois Surveyor Intern.
 - 2) An applicant with a degree from a non-approved program whose education is reviewed and approved by the Board, based on the criteria specified in Section 1270.15, shall be enrolled as an Illinois Surveyor Intern.
- ef) Applicants will be deferred enrollment as an Illinois Surveyor Intern if:
 - 1) An applicant with a degree from an approved program as specified in Section 1270.14, who sat for the FS exam during the individual's ~~this or her~~ senior year and who did not have the baccalaureate degree conferred within 12 months after passage of the FS exam will be required to retake ~~retake~~ the exam in order to be enrolled as an Illinois Surveyor Intern.
 - 2) An applicant with a degree from a non-approved program whose education is reviewed and not approved by the Board, based on the criteria

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specified in Section 1270.15, shall be deferred enrollment as an Illinois Surveyor Intern until their education meets the requirements.

- 3) If an applicant fails to submit all required items for enrollment under the Illinois Professional Land Surveyor Act of 1989 [225 ILCS 330] (the "Act") within 3 years after filing an application, the application shall expire and be denied. The applicant may, however, make a new application for enrollment accompanied by the required fee, and furnish proof of meeting the qualifications for enrollment in effect at the time of new application.

(Source: Amended at 49 Ill. Reg. _____, effective _____)

Section 1270.10 Application for Licensure as a Professional Land Surveyor by Acceptance of Examination

A license applicant shall have satisfied the education requirement as specified in Section 1270.14 or Section 1270.15, acquired the experience required by Section 1270.13 and passed the required examinations in compliance with Section 1270.20 prior to applying to the Division.

- a) A license applicant shall satisfy one of the below options when applying:
 - 1) Applicant Enrolled as an Illinois Surveyor Intern
An applicant who is enrolled as an Illinois surveyor intern shall file an application on forms provided by the Division and shall include, in addition to the requirements of Section 10 of the Act, the required fee specified in Section 1270.52 and the following:
 - A) An official copy of ~~the applicant's~~ this or her Illinois Surveyor Intern certificate indicating prior Board approval of the baccalaureate degree and passage of the FS exam.
 - B) Official certification for successful passage of the ~~National Counsel of Examiners for Engineering and Surveying (NCEES)~~ Principles and Practice of Land Surveying Examination and Illinois jurisdictional examination requirement as specified in Section 1270.20.
 - C) Experience verification forms completed by the supervisor, indicating at least 4 years of responsible charge experience in land

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surveying as specified in Section 1270.13.

2) Applicant Not Enrolled as an Illinois Surveyor Intern

An applicant not enrolled as an Illinois surveyor intern shall file an application on forms provided by the Division and shall include, in addition to the requirements of Section 10 of the Act [225 ILCS 330/10], the required fee specified in Section 1270.52 and the following:

- A) An official transcript showing conferral date for a degree from an approved program as specified in Section 1270.14 or from a non-approved program as specified in Section 1270.15.
- B) Certification of successful passage of the FS, PS and Illinois jurisdictional examinations as specified in Section 1270.20.
- C) Experience verification forms completed by the supervisor, indicating at least 4 years of responsible charge experience in land surveying as specified in Section 1270.13.

- b) In addition to the above, certification the applicant has read and understands the Act and this Part~~Applicants not enrolled as a surveyor intern in Illinois who apply after January 1, 1997, who graduated from a land surveyor program outside the United States or its territories and whose first language is not English must provide proof of passage of the Test of English as a Foreign Language Internet Based Test (TOEFL iBT) with a minimum score of 26 on the speaking module and a total minimum integrated score of 88. In order to determine applicants whose first language is English, the applicant shall submit verification from the school that the land surveyor program from which the applicant graduated was taught in English.~~
- c) Applicants not enrolled as a surveyor intern in Illinois who received their education in a foreign country other than Canada shall have the education evaluated on a course-by-course basis at their expense. Applicants may obtain forms from NCEES Credentials Evaluations, 200 Verdae Boulevard, Greenville, SC 29607 to evaluate educational programs. The Board will review all transcripts and the evaluation submitted to the Division to determine if the education meets the requirements set forth in this Section and Section 1270.15.
- d) In lieu of the documentation specified in subsections (a)(1)(A), (B) and (C) and subsections (a)(2)(A), (B) and (C), an applicant may submit a current NCEES

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Record.

ed) Upon receipt of the application and all supporting documentation in complete order:

- 1) The applicant's file will be presented to the Board for evaluation of the required education and experience as specified in this Section. Once the application has been reviewed, an applicant, if otherwise qualified, shall be granted a license to practice professional land surveying in this State.
- 2) Applicants who are reviewed by the Board and not approved, based on requirements specified in this Section, shall be deferred licensure as an Illinois professional land surveyor until the applicant meets the requirements.
- 3) If an applicant fails to submit all required items for licensure under the Act within 3 years after filing the application, the application shall expire and be denied. The applicant may, however, make a new application for licensure accompanied by the required fee, and furnish proof of meeting the qualifications for licensure in effect at the time of new application.

(Source: Amended at 49 Ill. Reg. _____, effective _____)

Section 1270.14 Definition of Approved Programs

- a) The Division, upon the recommendation of the ~~Land Surveyors Licensing Board (Board)~~, shall approve a land surveying or related science program if it meets the following criteria:
 - 1) The educational institution is legally recognized and authorized by the jurisdiction in which it is located to confer a baccalaureate degree in land surveying or related science.
 - 2) Faculty
 - A) The faculty shall have a sufficient number of full-time, or full-time equivalent, instructors to make certain that the educational obligations to the student are fulfilled. A program at the basic level shall have no fewer than one full-time faculty member whose primary commitment is to that program. If an institution

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relies on part-time faculty members, it shall demonstrate that, in addition to the commitment of at least ~~one~~ full-time equivalent faculty member, effective mechanisms are in place to provide adequate levels of student advising and faculty interaction, and faculty control over the curriculum.

- B) The faculty shall have demonstrated competence in their area of teaching as evidenced by appropriate degrees from professional colleges or institutions. Other evidence of faculty capability includes non-academic surveying experience, experience in teaching, ability to communicate effectively, participation in professional/scientific/other learned societies, licensure as a professional land surveyor, and an interest in students' curricular activities.
- C) Teaching loads shall allow time for research and professional development activities. Stimulation of students' minds requires faculty involvement in scientific and technological development and in instructional innovation.
- 3) Curriculum
- A) The curriculum shall include at least 4 academic years leading to the conferral of the baccalaureate degree while providing integration of the educational experience with the ability to apply the knowledge gained to the identification and solution of practical problems.
- B) The overall curriculum shall include a minimum of 120 semester hours or their equivalent (e.g., 180 quarter hours) and shall include at least the following subjects:
- i) Mathematics shall be satisfied by one of the below options. Courses in computer usage and/or programming shall not be used to satisfy the mathematics requirement.
- College ~~Algebra~~ algebra and beyond (including but not limited to, ~~Trigonometry~~ trigonometry, Calculus I, Calculus II, Numerical

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~~Analysis~~~~numerical analysis~~ and ~~Statistics~~~~statistics~~) – 15 semester hours; or

- Calculus ~~I~~4 (or above) and ~~Statistics~~~~statistics~~.

- ii) Basic Sciences (~~Physics and/or Chemistry~~) – 8 hours.
~~Provides~~~~Must include at least 4 hours of general chemistry and 4 hours of general physics providing a foundation of understanding of basic scientific principles.~~
- iii) Additional Sciences – 20 hours.
Additional sciences have their roots in mathematics and basic sciences but carry the knowledge toward creative application. Such subjects include, but are not limited to, geology, geography, dendrology, astronomy, biology, soil mechanics, mechanics, and engineering sciences.
- iv) Land Surveying – 24 hours.
Land Surveying courses provide the basis of understanding and implementing the role of land surveyor and include, but are not limited to: fundamentals of land surveying, boundary surveying, route surveying, topographic surveying, descriptions, legal aspects, subdivision design, data computations and adjustments, map projections and geometric geodemy and photogrammetry.

- C) The program shall require that the student demonstrate competency in both written and oral communication.
- D) An understanding of ethical, social, economic and safety considerations shall be included in the land surveying program.

4) Facilities

- A) The laboratory facilities shall reflect the requirements of the offered educational program. The laboratory should provide for individual project work by the students and the faculty. The facilities shall be equipped with instruments and scientific equipment of a kind and quality to ensure the effective functioning of the laboratory.

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- B) The libraries in support of the land surveying program shall be both technical and nontechnical, to include books, journals and other reference material for collateral reading in connection with the instructional and research programs and professional work. The library collection shall reflect the existence of an active acquisition policy; this policy shall include specific acquisitions on the request and recommendation of the faculty of the engineering program. There shall be computer-accessible information centers and inter-library loan services for both books and journals. The library collections, whether centralized or decentralized, shall be readily available for use with the assistance of trained library staff, or through an open-stack arrangement, or both.
 - C) There shall be computer facilities accessible to the land surveying students and faculty.
- 5) The institution shall maintain permanent student records that summarize the credentials for admission, attendance, grades and other records of performance.
- b) In determining whether a baccalaureate degree program should be approved, the Division shall take into consideration but not be bound by accreditation by the Accreditation Board for Engineering and Technology (ABET).
 - c) The Division, upon the recommendation of the Board, has determined that the following domestic baccalaureate degree land surveying programs accredited by the Engineering Accreditation Commission (EAC) of ABET and/or of the Engineering Technology Accreditation Commission (ETAC) of ABET meet the minimum criteria set forth in subsection (a) for an approved land surveying program and are, therefore, approved, subject to review. Approved Land Surveying Programs include:
 - 1) Ferris State University ~~—~~—Surveying Engineering;
 - 2) Michigan Technological University ~~—~~—Surveying Engineering;
 - 3) Pennsylvania State University, Wilkes-Barre Campus ~~—~~—Surveying Engineering; ~~and~~

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- 4) Great Basin College ~~—~~ Land Surveying and Geomatics
 - 5) Kennesaw State University – Geospatial Technology Land Surveying Option, BS;
 - 6) Florida Atlantic University – Geomatics Engineering, BSGE;
 - 7) Polytechnic University of Puerto Rico – Land Surveying and Mapping, BS; and
 - 8) California State Polytechnic University, Pomona – Geospatial Engineering option in Civil Engineering, BS;
 - 9) Southern Illinois University, Edwardsville – Land Surveying and Geomatics, BS; and
 - 10) University of Maine, Surveying Engineering Technology, BS.
- d) The Division, upon the recommendation of the Board, has determined that the following domestic related science baccalaureate degree program meets the minimum criteria set forth in subsection (a) for an approved related science program and is, therefore, approved, subject to review. Approved Related Science Programs ~~include~~ includes Southern Illinois University, Edwardsville ~~—~~ Construction Management – Land Surveying Specialization.
- e) Withdrawal of Program Approval
- 1) The following are grounds for withdrawal of approval of a land surveying program or a program leading to a degree in basic technology with a land surveying specialty:
 - A) Non-compliance with any provisions of the ~~Illinois Professional Land Surveying Act of 1989 [225 ILCS 330] (the Act);~~
 - B) Non-compliance with any provision of this Part;
 - C) Fraud or dishonesty in furnishing documentation for evaluation of the program; or

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- D) Failure to continue to meet the criteria of an approved program as set out in this Section.
- 2) If the Board has reason to believe there has been any fraud or dishonesty in the furnishing of any documentation for the evaluation of a program on the part of any licensee, it shall refer such matter to appropriate Division personnel for any disciplinary action which might be appropriate under the Act.
- 3) A program whose approval is being reconsidered by the Division shall be given 15 days written notice prior to any recommendation by the Board and may either submit written comments or request a hearing before the Board.
- f) Evaluation of Newly Submitted Programs
 - 1) An educational institution with a baccalaureate degree program that has not been evaluated will cause to be forwarded to the Division documentation concerning the criteria in this Section.
 - 2) Once the Division has received the documentation or after 6 months have elapsed from the date of application, whichever is later, the Board will evaluate the program based on all documentation received from the school and any additional information the Division has received that will enable the Board to evaluate the program based on the criteria specified in this Section.

(Source: Amended at 49 Ill. Reg. _____, effective _____)

Section 1270.15 Definition of a Non-Approved Program

A non-approved program shall be defined as a baccalaureate degree from an accredited college or university that includes core courses in at least the following subjects, or their equivalents, for the minimum semester hours shown. The following subjects all may be completed prior to, concurrent with, or subsequent to receiving the baccalaureate degree.

- a) Mathematics shall be satisfied by one of the below options. Courses in computer usage and/or programming shall not be used to satisfy the mathematics requirement.

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- 1) College ~~Algebra~~algebra and beyond (including but not limited to, ~~Trigonometry~~trigonometry, ~~Calculus I~~calculus 1, ~~Calculus II~~calculus 2, ~~Numerical Analysis~~numerical analysis and ~~Statistics~~statistics) – 15 semester hours; or
- 2) Calculus ~~I~~ (or above) and ~~Statistics~~statistics.
- b) Basic Sciences (Physics and/or Chemistry) – 8 ~~semester hours~~. ~~Provides~~Must include at least 4 hours of general chemistry and 4 hours of general physics providing a foundation of understanding of basic scientific principles.
- c) Additional Sciences – 20 semester hours. Additional Sciences have their roots in mathematics and basic sciences but carry the knowledge toward creative application. Such subjects include, but are not limited to, geology, geography, dendrology, astronomy, biology, soil mechanics, mechanics, and engineering sciences.
- d) Land Surveying courses – 24 semester hours. Land Surveying courses provide the basis of understanding and implementing the role of land surveyor and include, but are not limited to: fundamentals of land surveying, boundary surveying, route surveying, topographic surveying, descriptions, legal aspects, subdivision design, data computations and adjustments, map projections, and geometric geodemy, and photogrammetry.

(Source: Amended at 49 Ill. Reg. _____, effective _____)

Section 1270.20 Examinations

- a) An applicant for enrollment as a Surveyor Intern shall pass the ~~National Council of Examiners for Engineering and Surveying (NCEES) Fundamentals of Land Surveying~~ ("FS") Examination.
- b) An applicant for licensure as a Professional Land Surveyor shall have passed the required FS examination and the following examinations:
 - 1) NCEES Principles and Practice of ~~Land Surveying~~ ("PS") Examination; and
 - 2) Illinois Jurisdictional Examination.

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- c) The scoring of the NCEES Fundamentals of Land Surveying Examination and the NCEES Principles and Practice of Land Surveying Examination and the determination of scores shall be as approved by NCEES. Separate scores shall be given for each examination and the scores shall be reported as pass/fail.
- d) The Illinois Jurisdictional Examination shall be reported as pass/fail. The Jurisdictional Examination shall include, but not be limited to, the following areas:
 - 1) History of the public land surveying system in Illinois;
 - 2) Jurisdictional Standards and Ethics (knowledge of prevailing professional standards and ethics specific to Illinois);
 - 3) Jurisdictional Legal Precedent and Principles (knowledge of legal principles and requirements specific to Illinois);
 - 4) Jurisdictional Field Techniques (knowledge of field research techniques specific to Illinois); and
 - 5) Jurisdictional Record Sources (knowledge of sources of records and information specific to Illinois).
- e) Retake of Examination.
 - 1) Applicants who do not pass the NCEES Fundamentals of Land Surveying Examination, the NCEES Principles and Practice of Land Surveying Examination or the Illinois Jurisdictional Examination will be required to retake only the examinations failed.
 - 2) Scores from examinations already passed under a previous application shall be carried over and applied to subsequent applications.
 - 3) Fundamentals of Surveying Examination scores do not expire, with exception as noted in Section 1270.5(f)(1).
- f) Post-administration access to, or review of, examination materials by an examinee or an examinee's representative shall be in accordance with the NCEES exam policy.~~Candidates who fail an examination may not review their examination booklet or the associated answer sheets. Rescoring of the examination or any~~

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~~individual problem is not permitted; however, a retabulation of the numerical score will be permitted for a paper examination, but no retabulation of a computer-based examination is allowed.~~

- g) Examinations may be given in various formats with different application submittal dates depending on the examination format.
 - 1) The Illinois Jurisdictional examination is administered in paper format on varying dates year-round as prescribed by the examination administrator.
 - 2) Examinations administered in a computer-based format. Applicants may attempt a particular NCEES exam one time per testing window and no more than three times in a 12-month period, which begins with the examinee's first attempt.
- h) If an applicant has failed an examination, the examination may not be waived for licensure.

(Source: Amended at 49 Ill. Reg. _____, effective _____)

Section 1270.30 Endorsement

- a) An applicant who is licensed or registered to practice Land Surveying as a Professional Land Surveyor under the laws of another state or territory of the United States, or of a foreign country, who desires to become licensed by endorsement shall file an application with the Division together with:
 - 1) Proof that the applicant has met the requirements substantially equivalent to those in force in this State for a Licensed Professional Land Surveyor at the time of original or subsequent licensure by examination in the other state, ~~or territory~~, or foreign country, including certification of education, and verification of experience as appropriate;
 - 2) A certification by the state, ~~or territory~~, or foreign country, of original licensure and certification from the state, ~~or territory~~, or foreign country, of predominant active practice, including the following:
 - A) The time during which the applicant was licensed in that state, ~~or territory~~, or foreign country, including the date of the original issuance of the license;

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- B) The basis of licensure and a description of all examinations by which the applicant was licensed in that state, ~~or territory, or~~ foreign country, and the date of passage of any such examinations; and
 - C) Whether the records of the licensing authority contain any record of disciplinary action taken;
 - D) Documentation submitted from a foreign country shall be translated into English, at the applicant's own expense, for review by the Division.
- 3) The required fee specified in Section 1270.52;
- 4) Applicants ~~who received a license after January 1, 1997 and who received their education in a foreign country other than Canada shall have the education evaluated on a course-by-course basis at their expense. Applicants may obtain forms from the NCEES Credentials Evaluations, 200 Verdae Boulevard, Greenville, SC 29607 to evaluate educational programs. The Board will review all transcripts and the evaluation submitted to the Division to determine if the education meets the requirements set forth in this Section and Section 1270.15;~~
- 5) Certification attesting the applicant has read and understands the Act and this Part; Proof of passage of the Test of English as a Foreign Language Internet Based Test (TOEFL iBT) with a minimum score of 26 on the speaking module and a total minimum integrated score of 88 for applicants who were licensed after January 1, 1997, who graduated from a land surveyor program outside the United States or its territories and whose first language is not English. In order to determine applicants whose first language is English, the applicant shall submit verification from the school that the land surveyor program from which the applicant graduated was taught in English.
- 6) In lieu of the documentation specified in subsections (a)(1) and (2), an applicant may submit a current NCEES Record.
- b) The Division, upon recommendation of the Board, may require an applicant applying from a foreign jurisdiction to take and pass the required FS and/or PS

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examinations specified Section 1270.20, to verify the applicant has satisfactory knowledge and competence using the U.S. Public Land Survey System, U.S. boundary law principles, and applicable surveying standards to safeguard the health, safety, and welfare of the public.

- cb) An applicant for licensure under this Section may be required to appear before the Board for an oral interview if the Division has questions about the applicant's application, because of discrepancies or conflicts in information, information needing further clarification and/or missing information.
- de) Applicants for licensure on the basis of endorsement shall successfully complete the Illinois Jurisdictional Examination as set forth in Section 1270.20.
- ed) The Division shall examine each endorsement application to determine whether the requirements in the state or territory of original licensure were substantially equivalent to the requirements then in force in the State of Illinois. The Division shall either issue a license by endorsement to the applicant or notify the applicant in writing of the reason for the deferral or denial of the application.
- fe) If an applicant fails to submit all required items for licensure under the Act within three~~3~~ years after filing an application, the application shall expire and be denied. The applicant may, however, make a new application for licensure accompanied by the required fee, and furnish proof of meeting the qualifications for licensure in effect at the time of new application. (See Section 10(b) of the Act.)

(Source: Amended at 49 Ill. Reg. _____, effective _____)

Section 1270.35 Inactive Status

- a) Any Licensed Professional Land Surveyor who notifies the Division ~~in writing~~, on forms prescribed by the Division, may elect to place ~~the~~his or her license on inactive status and shall be excused from the payment of renewal fees until ~~the licensee~~he or she notifies the Division ~~in writing~~ of ~~the~~his or her desire to resume active status.
- b) Any licensee seeking restoration from inactive status shall do so in accordance with Section 1270.40 ~~of this Part~~.
- c) Any ~~licensed~~Licensed Professional Land Surveyor or professional design firm whose license is on inactive status shall not practice land surveying in the State of

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Illinois. Practicing or offering to practice on a license which is on inactive status shall be grounds for discipline under Section 27 of the Act [225 ILCS 330/27].

- d) ~~Any inactive status is not available for a Professional Design Firm which notifies the Division on forms prescribed by the Division and submits evidence that the firm will no longer be offering services in Illinois, may elect to place the firm license on inactive status, and shall be excused from the payment of renewal fees until the licensee notifies the Division of the desire to resume active status.~~

(Source: Amended at 49 Ill. Reg. _____, effective _____)

Section 1270.45 Professional Design Firm

- a) Persons who desire to practice land surveying in the State of Illinois in the form of a corporation, professional service corporation, partnership, professional limited liability company, ~~limited liability company or limited liability partnership~~ or sole proprietorship (if the sole proprietorship is conducting or transacting business under an assumed name in accordance with the Assumed Business Name Act [805 ILCS 405]) pursuant to Section 25 of the Act [225 ILCS 330/25], shall file an application with the Division on forms provided by the Division, together with the following:
- 1) For Corporations or Professional Service Corporations.
~~Professional Registration as a professional design firm~~ firm shall meet the registration requirements of Section 12 of the Professional Service Corporation Act [805 ILCS 10/12]:
- A) The name of the corporation and its registered address, the names of all members of the board of directors and officers, and the name of the state and license number for each director who is a licensed design professional.
- B) ~~A copy of the Articles of Incorporation bearing the seal of the office, in the jurisdiction in which the corporation is organized, whose duty it is to register corporations under the laws of that jurisdiction. If it is a foreign corporation, a copy of the certificate of authority to transact business in the State of Illinois issued by the Secretary of State is also required. The purpose clause of the Articles of Incorporation or the certificate of authority shall designate that the corporation is authorized to provide land~~

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~~surveying services. Each corporation shall remain active and in good standing with the Secretary of State in order to maintain a professional design firm registration.~~

~~BE)~~ A signed and dated resolution of the board of directors of the corporation designating a regular full-time employee of the corporation who is an Illinois licensed land surveyor as the managing agent in charge of the land surveying activities in Illinois. The Illinois license number of the land surveyor designated as the managing agent shall also be included in the resolution.

~~CD)~~ A copy of the authority to transact business under the Assumed Business Name Act [805 ILCS 405] issued by the Illinois Secretary of State for any assumed names of the corporation, if applicable.

~~DE)~~ A certificate of good standing from the Illinois Secretary of State and a copy of the latest annual report, if applicable.

2) For Partnerships:

A) General

i) A copy of the signed and dated partnership agreement authorizing the partnership to provide land surveying services. The partnership agreement shall contain the name of the partnership, its business address and the names of all partners. The name of the state in which each partner is licensed as a design professional and the license number shall be listed on the application.

ii) A signed and dated resolution adopted by the general partners designating a regular full-time employee of the partnership who is an Illinois licensed land surveyor as the managing agent in charge of the land surveying activities in this State. The Illinois license number of the land surveyor designated as the managing agent shall also be included in the resolution.

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- iii) A copy of the partnership documentation bearing the stamp of the county clerk where the partnership has been filed.
- iv) A letter or certificate from the county clerk where an assumed name has been filed, if applicable.

B) Limited Partnership

- i) A copy of the signed and dated partnership agreement indicating that it has been filed with the Illinois Secretary of State authorizing the partnership to provide land surveying services. The partnership agreement shall contain the name of the partnership, its business address and the names of all partners. The name of the state in which each partner is licensed as a design professional and the license number shall be listed on the application.
- ii) A signed and dated resolution adopted by the partners designating a full-time employee of the partnership who is an Illinois licensed land surveyor in this State as the managing agent in charge of land surveying activities. The Illinois license number of the land surveyor designated as the managing agent shall also be included in the resolution.
- iii) A certificate of good standing from the Illinois Secretary of State ~~and a copy of the latest annual report, if applicable.~~
- iv) A copy of the authority to transact business under the Assumed Business Name Act [805 ILCS 405] issued by the Illinois Secretary of State for any assumed names of the partnership, if applicable.

3) For Professional Limited Liability Companies, ~~Limited Liability Companies~~ or Limited Liability Partnerships

- A) An application containing the name of the ~~professional~~ Professional Limited Liability Companies, limited liability company, or limited liability partnership, the business address and the members/partners of the company/partnership, the name of the state and the license number of each member/partner licensed as a

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design professional.

- B) A signed and dated resolution of the members or partners designating a full-time employee who is an Illinois licensed land surveyor as the managing agent in charge of the land surveying activities in this State. The Illinois license number of the managing agent shall also be included in the resolution.
 - ~~C)~~ ~~A copy of the operating agreement or partnership agreement filed with the Secretary of State stating the company or partnership is authorized to offer land surveying services.~~
 - ~~CD)~~ A certificate of good standing from the Illinois Secretary of State and a copy of the latest annual report, if applicable.
 - ~~DE)~~ A copy of the authority to transact business under the Assumed Business Name Act [805 ILCS 405] issued by the Illinois Secretary of State for any assumed names of the limited liability company or partnership, if applicable.
- 4) For Sole Proprietorships with an Assumed Name:
- A) An application containing the name of the sole proprietorship and its business address and the name and Illinois license number of the land surveyor who owns and operates the business.
 - B) A letter or certificate received from the county clerk where an assumed name has been filed.
- 5) A list of all Illinois office locations at which the corporation, professional service corporation, professional limited liability company~~Professional Limited Liability Companies, limited liability company/partnership, limited partnership, partnership, or sole proprietorship~~ provides land surveying services. ~~Any professional services corporation, sole proprietorship, or professional design firm offering land surveying services must have a resident land surveyor overseeing the land surveying practices in each Illinois location in which land surveying services are provided. (Section 25(h) of the Act) A resident professional land surveyor shall be assigned to supervise land surveying operations in only one Illinois office. Each resident professional land surveyor shall conduct his~~

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~~or her daily business in his or her assigned office or field locations.~~

- A) Each corporation, professional service corporation, professional limited liability company, limited liability partnership, limited partnership, or partnership maintaining any place of business in the State of Illinois for the purpose of providing or offering to provide land surveying to the public shall have a resident professional land surveyor at each office location in Illinois from which services will be provided under Section 25(h) of the Act [225 ILCS 330/25(h)].
 - B) The resident professional land surveyor is defined as an Illinois licensed professional land surveyor in responsible charge of land surveying services, and who shall be employed full-time and assigned to supervise land surveying operations in only one Illinois office at any given time.
- 6) The fee required in Section 1270.52.
- b) A professional design firm may designate more than one managing agent in charge of land surveying activities. However, a licensee designated as the managing agent may not serve as a managing agent for more than one corporation, professional service corporation, professional limited liability company~~Professional Limited Liability Companies~~, limited liability ~~company~~/partnership, limited partnership, or partnership doing business in Illinois.
 - c) Upon receipt of the above documents and review of the application, the Division shall issue a registration authorizing the corporation, professional service corporation, professional limited liability company~~Professional Limited Liability Companies~~, limited liability ~~company~~/partnership, limited partnership, partnership, or sole proprietorship to engage in the practice of land surveying or notify the applicant in writing of the reason for the denial of the application.
 - d) Each corporation, professional service corporation, professional limited liability company~~Professional Limited Liability Companies~~, limited liability ~~company~~/partnership, limited partnership, partnership, or sole proprietorship with an assumed name shall be responsible for notifying the Division in writing within 30 days after any changes in:
 - 1) The membership of the board of directors, members/partners of the

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professional limited liability company, limited liability partnership,
limited partnership, /partnership, or the general partners;

- 2) The licensure status of any and all of the general partners, members/partners of the professional limited liability company, limited liability partnership, limited partnership, /partnership, or any of the licensed design professional members of the board of directors; and
- 3) An assumed name.
- e) Each corporation, professional service corporation, professional limited liability company~~Professional Limited Liability Companies~~, limited liability company/partnership, limited partnership, or partnership, or sole proprietorship shall be responsible for notifying the Division in writing, by certified mail, within 10 business days after the termination or change in status of the managing agent. Thereafter, the corporation, professional service corporation, professional limited liability company~~Professional Limited Liability Companies~~, limited liability company/partnership, limited partnership, or partnership, or sole proprietorship, if it has so informed the Division, has 30 days to notify the Division of the name and license number of the land surveyor licensed in Illinois who is the newly designated managing agent.
- f) Any failure to notify the Division as required in subsections (d) and (e) or any failure of the corporation, professional service corporation, professional limited liability company, limited liability /partnership, limited partnership, or partnership, or sole proprietorship to continue to comply with the requirements of Section 25 of the Act [225 ILCS 330/25], will subject the corporation, professional limited liability company, limited liability /partnership, limited partnership, or partnership, or sole proprietorship to the loss of its registration to practice land surveying in Illinois.
- g) Sole Proprietorships. Any sole proprietorship owned and operated by a land surveyor who has an active Illinois license is exempt from the registration requirement of a professional design firm. However, if the sole proprietorship operates under an assumed name, the sole proprietorship shall file an application in accordance with subsection (a)(4). Any sole proprietorship not owned and operated by an Illinois licensed land surveyor shall be prohibited from offering land surveying services to the public.
- h) In addition to the seal requirements in Section 15 of the Act [225 ILCS 330/15],

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all documents or technical submissions prepared by the professional design firm shall contain the professional design firm registration number issued by the Division.

(Source: Amended at 49 Ill. Reg. _____, effective _____)

Section 1270.52 Fees

The following fees shall be paid to the Department and are not refundable:

a) Application Fees.

- 1) The fee for application for a license as a professional land surveyor is ~~\$175~~150. In addition, applicants for an examination shall be required to pay, ~~either to the Department or to the designated testing service~~, a fee covering the cost of determining an applicant's eligibility and providing the examination. Failure to appear for the examination on the scheduled date, at the time and place specified, after the applicant's application for examination has been received and acknowledged by the ~~Department or the designated testing service~~, shall result in the forfeiture of the examination fee.
- 2) The application fee for a license as a surveyor intern is \$70.
- 3) The application fee for a certificate of registration as a professional design firm is ~~\$150~~75.

b) Renewal Fees.

- 1) The fee for the biennial renewal of a license shall be ~~\$125~~30 ~~per year~~.
- 2) The fee for renewal of a certificate of registration as a professional design firm is ~~\$150~~75 for the renewal period (~~See~~ Section 1270.50(d)).

c) General Fees.

- 1) The fee for the restoration of a license other than from inactive status is \$50 plus payment of all lapsed renewal fees, but not to exceed \$425 for a professional land surveyor license and \$500 for a professional design firm.

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- 2) There is no charge for the issuance of a replacement license for a license that has been lost or destroyed, or for issuance of a license with a change of name or address. Licenses are available electronically through the Department website.
 - 3) The fee for a certification of a licensee's record for any purpose is ~~\$25~~20.
 - 4) There is no fee to change the name of a professional design firm within the same business entity type; however, there is a \$25 fee to change the business entity type of an existing professional design firm.
 - 5) The fee to change the services offered by the professional design firm is \$25.
 - 6) The fee to change the name of a managing agent for a professional design firm is \$25.
- d) Additional Fees.
- 1) Any person who delivers a check or other payment to the Department that is returned to the Department unpaid by the financial institution upon which it is drawn shall pay to the Department, in addition to the amount already owed to the Department, \$50. [225 ILCS 330/36.1]
 - 2) If the check or other payment was for a renewal or issuance fee and that person practices without paying the renewal fee or issuance fee and the fee for a returned check, an additional fee of \$100 shall be imposed.
 - 3) The fees imposed by this Section are in addition to any other discipline provided under the Act for unlicensed practice or practice on a nonrenewed license. The Division will notify the person that fees shall be paid to the Department by certified check or money order within 30 calendar days after the notification.
 - 4) If, after the expiration of 30 days after the date of the notification, the person has failed to submit the necessary remittance, the Division will automatically terminate the license or certificate or deny the application without hearing.
 - 5) If, after termination or denial, the person seeks a license or certificate, the

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person shall apply to the Division for restoration or issuance of the license or certificate and pay all fees due to the Department. [225 ILCS 330/36.1]

- ed) All of the fees collected pursuant to this Section shall be deposited in the Design Professionals Administration and Investigation Fund.
- f) The Director may waive the fees due under this Section in individual cases when the Director finds that the fees would be unreasonable or unnecessarily burdensome. (See Section 36.1 of the Act.)

(Source: Amended at 49 Ill. Reg. _____, effective _____)

Section 1270.57 Standards of Professional Conduct

To safeguard the health, safety, and welfare of the public and to maintain integrity and high standards of skill and practice of professional land surveying, the following standards of professional conduct shall be binding on every licensee and on all professional design firms~~Professional Design Firms~~ authorized to offer or perform professional land surveying services in Illinois.

- a) Licensee's Obligation
 - 1) Licensees shall be cognizant that their first and foremost responsibility is to safeguard the health, safety, and welfare of the public when performing services for clients and employers.
 - 2) Licensees shall sign and seal only those plans, surveys and other documents that conform to accepted professional land surveying standards and that safeguard the health, safety, and welfare of the public.
 - 3) Licensees shall notify their employer or client and such other authority as may be appropriate when their professional judgment is overruled when the health, safety, or welfare of the public endangered.
 - 4) Licensees shall, to the best of their knowledge, include all relevant and pertinent information in an objective and truthful manner within all professional documents, statements, and testimony.

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- 5) Licensees shall express a professional opinion publicly only when it is founded upon an adequate knowledge of the facts and a competent evaluation of the subject matter.
 - 6) Licensees shall issue no statements, criticisms, or arguments on professional land surveying matters that are inspired or paid for by interest parties, unless they explicitly identify the interest parties on whose behalf they are speaking and reveal any interest they have in the matters.
 - 7) Licensees shall not partner, practice, or offer to practice with any person or firm that they know is engaged in fraudulent or dishonest business or professional practices.
 - 8) Licensees who have knowledge or reason to believe that any person or firm has violated any rules or laws applying to the practice of professional land surveying shall report it to the Division, may report it to appropriate legal authorities, and shall cooperate with the Division and those authorities as requested.
 - 9) Licensees shall not knowingly provide false or incomplete information regarding an applicant in obtaining licensure.
 - 10) Licensees shall comply with the licensing laws and rules governing professional land surveying profession in each of the jurisdictions in which they practice.
- b) Licensee's Obligation to Employer and Clients
- 1) Licensees shall undertake assignments only when qualified by education or experience in the specific technical field of professional land surveying involved.
 - 2) Licensees shall not affix their signatures or seals to any plans, specifications, or other documents dealing with subject matter in which they lack competence, nor to any such plans, specifications, or other documents not prepared under their direct supervisory control.
- A) In circumstances where a licensee in responsible charge of the work is unavailable to complete the work in instances such as death, incapacity, termination of employment or relocation, a

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successor licensee may take responsible charge by performing all professional services, including design criteria, recalculations, code research and compliance, and any other necessary and appropriate changes, in order to complete the project.

B) The successor licensee shall have control of and responsibility for the work product and the signed and sealed originals of all documents.

- 3) Licensees may accept assignments and assume responsibility for coordination of an assignment outside of their field of competence if each technical segment is signed and sealed by the licensee responsible for preparation of that technical segment.
- 4) Licensees shall not reveal facts, data, or information obtained in a professional capacity without the prior consent of the client, employer, or public body on which they serve except as authorized or required by law or rules.
- 5) Licensees shall not solicit or accept gratuities, directly or indirectly, from contractors, their agents, or other parties in connection with work for employers or clients.
- 6) Licensees shall disclose to their employers or clients all known or potential conflicts of interest or other circumstances that could influence or appear to influence their judgment or the quality of their professional service or engagement.
- 7) Licensees shall not accept compensation, financial or otherwise, from more than one party for services pertaining to the same project, unless the circumstances are fully disclosed and agreed to in writing by all interested parties.
- 8) Licensees shall not solicit or accept a professional contract from a governmental body on which a principal or officer of their organization serves as a member. Conversely, licensees serving as members, advisors, or employees of a government body or department, who are the principals or employees of a private concern, shall not participate in decisions with respect to professional services offered or provided by said concern to the governmental body that they serve.

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- 9) Licensees shall not use confidential information received in the course of their assignments as a means of making personal profit without the consent of the party from whom the information was obtained.
- c) Licensee's Obligation to Other Licensees
 - 1) Licensees shall not falsify or permit misrepresentations of their, or their firm's professional qualifications. They shall not misrepresent or exaggerate their degree of responsibility in prior assignments nor the complexity of said assignments. Presentations incidental to the solicitation of employment or business shall not misrepresent pertinent facts concerning employers, employees, associates, joint ventures, or past accomplishments.
 - 2) Licensees shall not offer, give, solicit, or receive, either directly or indirectly, any commission, or gift, or other valuable consideration in order to secure work, and shall not make any political contribution with the intent to influence the award of a contract by public authority.
 - 3) Licensees shall not injure or attempt to injure, maliciously or falsely, directly or indirectly, the professional reputation, prospects, practice, or employment of other licensees, nor indiscriminately criticize other licensees' work.
 - 4) Licensees shall make a reasonable effort to inform another licensee whose work is believed to contain a material discrepancy, error, or omission that may impact the health, safety, or welfare of the public, unless such reporting is legally prohibited.

(Source: Amended at 49 Ill. Reg. _____, effective _____)

Section 1270.65 Professional Development

The professional development (PD) required as a condition for license renewal under the Illinois Professional Land Surveyor Act is set forth in this Section. All land surveyors shall meet these requirements.

- a) Professional Development Hours Requirements

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- 1) Beginning with the November 30, 2006, renewal and every renewal thereafter, in order to renew a license as a land surveyor, a licensee shall be required to complete 20 professional development hours (PDHs) relevant to the practice of land surveying or be exempt from the professional development requirements as provided in subsection (h). All 20 PDHs may be earned through online programs or courses. Failure to comply with these requirements may result in non-renewal of the land surveyor's license or other disciplinary action, or both. The professional development hours shall be in the following categories:
 - A) A minimum of 4 hours of programs, courses or activities in the area of State of Illinois statutes and rules that regulate professional land surveyors and surveys.
 - B) A minimum of 2 hours of programs, courses or activities in the area of professional conduct.
 - C) A minimum of 14 hours of programs, courses or activities in the area of land surveying or related sciences.
- 2) Beginning with the November 30, 2020 renewal and every renewal thereafter, the total professional development hours shall include one hour of sexual harassment prevention training which shall meet the requirements of 68 Ill. Adm. Code Section 1130.400 and Section 2105-15.5 of the Civil Administrative Code of Illinois (Department of Professional Regulation Law) [20 ILCS 2105]. A licensee completing a course on sexual harassment prevention developed or offered by the Illinois Department of Human Rights pursuant to the Illinois Human Rights Act [775 ILCS 5], the licensee's employer or an acceptable provider listed within this Section, may count that course toward the one hour requirement under this Section (See Section 2105-15.5 of the Civil Administrative Code of Illinois [20 ILCS 2105/2105-15.5]).
- 3) A pre-renewal period is the 24 months preceding November of each even-numbered year.
- 4) One professional development hour shall equal 50 minutes of instruction or participation. If a program is taken that awards continuing education units (CEU) rather than professional development hours, one continuing education unit equals 10 professional development hours of class in an

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approved continuing education course.

- 5) Land surveyors licensed in Illinois but residing and practicing in other states shall comply with the PDH requirements set forth in this Section.
 - 6) Professional development units used to satisfy the PDH requirements of another jurisdiction may be applied to fulfill the PDH requirements of the State of Illinois if they are substantially equivalent.
- b) Professional development activities shall include, but not be limited to:
- 1) Successful completion of a college or university course in the area of land surveying, related sciences and surveying ethics. One semester credit hour of course work is equivalent to 15 PDHs and one quarter credit hour of course work is equivalent to 10 PDHs;
 - 2) Successful completion of land surveying courses or programs offering professional development hours, including those offered online. Credit will be given for self-study courses only if an examination has been completed by the licensee and graded by the sponsor;
 - 3) Active participation and successful completion of land surveying programs, seminars, tutorials, workshops, short courses or in-house courses;
 - 4) Attending program presentations at related technical or professional meetings;
 - 5) Teaching or Instructing. Teaching or instructing a land surveying course, seminar, lecture, presentation or workshop shall constitute 3 PDH hours for each hour spent in the actual presentation. Teaching credit shall be valid for the initial presentation only. Teaching credit shall not apply to faculty teaching regularly scheduled curriculum courses at a college, university, or other educational institution;
 - 6) Authoring papers or articles that appear in nationally circulated journals or trade magazines. Credit is earned in the biennium of publication. A maximum of 5 PDHs per renewal are allowed for this activity.
 - 7) Active participation on a professional land surveyor board, committee or

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holding an office in a professional or technical society.

A) ~~Two~~ PDHs will be awarded per committee membership or office held.

B) A maximum of 8 PDHs may be accepted per pre-renewal period.

c) All programs or courses shall:

- 1) Contribute to the advancement, extension and enhancement of the professional skills and scientific knowledge of the licensee in the practice of land surveying;
- 2) Foster the enhancement of general or specialized practices and values of land surveying;
- 3) Be developed and presented by persons with education and/or experience in the subject matter of the program; and
- 4) Specify the course objectives and course content.

d) Auditing or Restoration

- 1) It shall be the responsibility of a licensee to maintain a record of PDHs for 6 years that includes one of the following:
 - A) Documentation consisting of the following items:
 - i) The name and address of the sponsor or provider;
 - ii) A brief statement of the subject matter, printed program schedules, registration receipts or other proof of participation;
 - iii) Certificate of attendance;
 - iv) The number of PDHs attended in each program; and
 - v) The date and place of the program; or

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- B) Transcripts or records of professional development hours maintained by an acceptable provider as set forth in subsection (e).
- 2) A log of activities by itself shall not be accepted as meeting the requirements of this subsection.
- e) Acceptable providers for structured educational activities shall include, but not be limited to:
 - 1) Illinois Professional Land Surveyor Association;
 - 2) National Council of Examiners for Engineering and Surveying (NCEES);
 - 3) National Society of Professional Land Surveyors;
 - 4) American Society of Civil Engineers (ASCE);
 - 5) Colleges, universities or other educational institutions;
 - 6) Technical or professional societies or organizations relating to professional land surveying.
- f) The Division shall not pre-approve individual courses or programs.
- g) Certification of Compliance with PD Requirements
 - 1) Each renewal applicant shall certify, on the renewal application, full compliance with the professional development requirements set forth in this Section.
 - 2) The Division may require additional evidence demonstrating compliance with the PD requirements (e.g., certificate of attendance). This additional evidence shall be required in the context of the Division's random audit. It is the responsibility of each renewal applicant to retain or otherwise produce evidence of compliance.
 - 3) When there appears to be a lack of compliance with PD requirements, an applicant shall be notified in writing and may request an interview with the Board. At that time the Board may recommend that steps be taken to begin formal disciplinary proceedings as required by Section 10-65 of the

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Illinois Administrative Procedure Act [5 ILCS 100/10-65].

- 4) The Division may conduct random audits to verify compliance with professional development requirements.
- h) Waiver of PDH Requirements: A licensee ~~shall~~ may be exempt from the ~~foregoing professional development requirements of this Section~~ if one of the following situations occurs. If an exemption is claimed, it is required that the renewal fee and any documentation needed to support the exemption be submitted for renewal of a license. Waiver requests must be made before the end of the renewal period. Waiver requests sent after the end of the renewal period shall not be considered.
 - 1) A licensee shall not be required to report ~~PDH continuing education hours~~ during the first biennial renewal period in which the licensee obtained initial licensure in Illinois, but shall be subject to the continuing education requirements for all subsequent biennial renewal periods.
 - 2) A licensee who is on full-time active duty in the military service of the United States, or is a licensee who is called to temporary active duty in the military service or Armed Forces of the United States for a period of time exceeding 120 consecutive days during the renewal period, when that activity or location restricts participation in a continuing education program.
 - 3) A licensee who demonstrates to the satisfaction of the Division that meeting these requirements would be an undue hardship by reason of disability, illness, or other clearly mitigating circumstances shall submit supporting documentation.
 - A) The documentation shall be in the form of a sworn statement by the licensee, statement from a physician, or medical record showing the disability, illness, or circumstance preventing the licensee's participation in the continuing education program during a substantial part of the renewal period.
 - B) If the Division finds from the evidence that good cause has been shown for non-compliance, the Division ~~will~~ may waive enforcement, extend the time within which the applicant shall comply, or establish a particular program or schedule of continuing

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education for the renewal period in which the undue hardship existed.

- C) Consecutive waiver requests made for reasons of disability, illness, or other circumstances may be prima facie evidence for non-renewal of applicant's license based on inability to actively engage in licensed practice.
- 4) Any renewal applicant who, prior to the expiration date of the license, submits a request for a waiver, in whole or in part, pursuant to the provisions of this Section, shall be deemed to be in good standing until the final decision on the request for a waiver~~application~~ is made by the Division.

(Source: Amended at 49 Ill. Reg. _____, effective _____)

CERTIFICATE OF ADOPTED AMENDMENTS

The Department of Financial and Professional Regulation certifies that the attached hereto is a true and correct copy of:

Heading of Part: Illinois Professional Land Surveyor Act of 1989

Code Citation: 68 Ill. Adm. Code 1270

Sections Involved:

1270.5
1270.10
1270.14
1270.15
1270.20
1270.30
1270.35
1270.45
1270.52
1270.57
1270.65

which was duly amended by this agency.

Statutory Authority: Implementing the Illinois Professional Land Surveyor Act of 1989 [225 ILCS 330] and authorized by Section 2105-15(7) of the Civil Administrative Code of Illinois (Department of Professional Regulation Law) [20 ILCS 2105]



Craig Cellini
IDFPR Rules Coordinator

TITLE 68: PROFESSIONS AND OCCUPATIONS
CHAPTER VII: DEPARTMENT OF FINANCIAL AND PROFESSIONAL REGULATION
SUBCHAPTER b: PROFESSIONS AND OCCUPATIONS

PART 1270
ILLINOIS PROFESSIONAL LAND SURVEYOR ACT OF 1989

Section	
1270.5	Application for Enrollment as a Surveyor Intern by Acceptance of Examination
1270.10	Application for Licensure as a Professional Land Surveyor by Acceptance of Examination
1270.13	Experience
1270.14	Definition of Approved Programs
1270.15	Definition of a Non-Approved Program
1270.20	Examinations
1270.30	Endorsement
1270.35	Inactive Status
1270.40	Restoration
1270.45	Professional Design Firm
1270.50	Renewals
1270.52	Fees
1270.55	Land Surveyor Complaint Committee
1270.56	Minimum Standards of Practice
1270.57	Standards of Professional Conduct
1270.58	Seal and Signature Requirements
1270.59	Certificate of Correction
1270.60	Granting Variances
1270.65	Professional Development
1270.APPENDIX A	Rules for the Perpetuation of Monuments Under the Land Survey Monuments Act
1270.APPENDIX B	Significant Dates for the Administration of the Act
1270.ILLUSTRATION A	Professional Land Surveyor Seal and Signature

AUTHORITY: Implementing the Illinois Professional Land Surveyor Act of 1989 [225 ILCS 330] and authorized by Section 2105-15(a)(7) of the Civil Administrative Code of Illinois (Department of Professional Regulation Law) [20 ILCS 2105].

SOURCE: Rules and Regulations Promulgated for the Administration of the Illinois Land Surveyors Act, effective April 27, 1967; 2 Ill. Reg. No. 50, page 64, effective December 11, 1978; codified and amended at 5 Ill. Reg. 11039; 5 Ill. Reg. 14171, effective December 3, 1981; emergency amendment at 6 Ill. Reg. 916, effective January 6, 1982, for a maximum of 150 days;

amended at 6 Ill. Reg. 7448, effective June 15, 1982; emergency amendment at 8 Ill. Reg. 5365, effective April 12, 1984, for a maximum of 150 days; amended at 8 Ill. Reg. 15485, effective August 10, 1984; amended at 11 Ill. Reg. 1615, effective January 6, 1987; amended at 11 Ill. Reg. 4763, effective March 10, 1987; recodified from Chapter I, 68 Ill. Adm. Code 270 (Department of Registration and Education) to Chapter VII, 68 Ill. Adm. Code 1270 (Department of Professional Regulation) pursuant to P.A. 85-225, effective January 1, 1988, at 12 Ill. Reg. 2950; amended at 15 Ill. Reg. 5258, effective April 2, 1991; amended at 16 Ill. Reg. 15548, effective September 28, 1992; amended at 18 Ill. Reg. 5900, effective April 5, 1994; amended at 18 Ill. Reg. 14730, effective September 19, 1994; amended at 19 Ill. Reg. 16071, effective November 17, 1995; amended at 20 Ill. Reg. 5852, effective April 3, 1996; amended at 21 Ill. Reg. 14252, effective October 15, 1997; amended at 24 Ill. Reg. 576, effective December 31, 1999; amended at 24 Ill. Reg. 13719, effective August 28, 2000; amended at 24 Ill. Reg. 17548, effective November 20, 2000; amended at 25 Ill. Reg. 3865, effective March 1, 2001; amended at 26 Ill. Reg. 12263, effective July 24, 2002; amended at 28 Ill. Reg. 2228, effective January 23, 2004; amended at 28 Ill. Reg. 15297, effective November 10, 2004; amended at 31 Ill. Reg. 1832, effective January 8, 2007; amended at 34 Ill. Reg. 6668, effective April 27, 2010; amended at 36 Ill. Reg. 4818, effective May 1, 2012; amended at 39 Ill. Reg. 14826, effective November 13, 2015; emergency amendment at 44 Ill. Reg. 16193, effective September 15, 2020, for a maximum of 150 days; amended at 45 Ill. Reg. 4481, effective March 25, 2021; amended at 47 Ill. Reg. 798, effective January 5, 2023; amended at 49 Ill. Reg. _____, effective _____.

Section 1270.5 Application for Enrollment as a Surveyor Intern by Acceptance of Examination

- a) An applicant who is in the senior year of an approved baccalaureate degree program as set forth in Section 1270.14, shall sit for the Fundamentals of Surveying ("FS") exam as specified in Section 1270.20 and then submit the application provided by the Department of Financial and Professional Regulation - Division of Professional Regulation ("Division"), required fee as specified in Section 1270.52, certification of passage of the FS exam, and an official transcript showing conferral of the degree within 12 months after sitting for the exam.
- b) An applicant who is a graduate of an approved baccalaureate degree program as set forth in Section 1270.14 or a graduate of a non-approved program as set forth in Section 1270.15 shall sit for FS exam and then submit the application provided by the Division, required fee as specified in Section 1270.52, certification of passage of the FS exam, and an official transcript showing conferral of the degree.
- c) Applicants who received their baccalaureate education in a foreign country other than Canada shall have the education evaluated on a course-by-course basis at their expense. Applicants shall obtain the forms from the National Council of Examiners for Engineering and Surveying (NCEES) Credentials Evaluations, 200 Verdae Boulevard, Greenville, SC 29607. The Land Surveyors Licensing Board ("Board") will review all transcripts and the evaluation submitted to the Division to determine if the education meets the requirements set forth in this Section and Section 1270.15.
- d) Upon receipt of the application and all supporting documentation in complete order:
 - 1) An applicant with a degree from an approved program will be enrolled as an Illinois Surveyor Intern.
 - 2) An applicant with a degree from a non-approved program whose education is reviewed and approved by the Board, based on the criteria specified in Section 1270.15, shall be enrolled as an Illinois Surveyor Intern.
- e) Applicants will be deferred enrollment as an Illinois Surveyor Intern if:
 - 1) An applicant with a degree from an approved program as specified in Section 1270.14, who sat for the FS exam during the individual's senior

year and who did not have the baccalaureate degree conferred within 12 months after passage of the FS exam will be required to retake the exam in order to be enrolled as an Illinois Surveyor Intern.

- 2) An applicant with a degree from a non-approved program whose education is reviewed and not approved by the Board, based on the criteria specified in Section 1270.15, shall be deferred enrollment as an Illinois Surveyor Intern until their education meets the requirements.
- 3) If an applicant fails to submit all required items for enrollment under the Illinois Professional Land Surveyor Act of 1989 [225 ILCS 330] (the "Act") within 3 years after filing an application, the application shall expire and be denied. The applicant may, however, make a new application for enrollment accompanied by the required fee, and furnish proof of meeting the qualifications for enrollment in effect at the time of new application.

(Source: Amended at 49 Ill. Reg. _____, effective _____)

Section 1270.10 Application for Licensure as a Professional Land Surveyor by Acceptance of Examination

A license applicant shall have satisfied the education requirement as specified in Section 1270.14 or Section 1270.15, acquired the experience required by Section 1270.13 and passed the required examinations in compliance with Section 1270.20 prior to applying to the Division.

- a) A license applicant shall satisfy one of the below options when applying:
 - 1) **Applicant Enrolled as an Illinois Surveyor Intern**
An applicant who is enrolled as an Illinois surveyor intern shall file an application on forms provided by the Division and shall include, in addition to the requirements of Section 10 of the Act, the required fee specified in Section 1270.52 and the following:
 - A) An official copy of the applicant's Illinois Surveyor Intern certificate indicating prior Board approval of the baccalaureate degree and passage of the FS exam.
 - B) Official certification for successful passage of the NCEES Principles and Practice of Land Surveying Examination and Illinois jurisdictional examination requirement as specified in Section 1270.20.
 - C) Experience verification forms completed by the supervisor, indicating at least 4 years of responsible charge experience in land surveying as specified in Section 1270.13.
 - 2) **Applicant Not Enrolled as an Illinois Surveyor Intern**
An applicant not enrolled as an Illinois surveyor intern shall file an application on forms provided by the Division and shall include, in addition to the requirements of Section 10 of the Act [225 ILCS 330/10], the required fee specified in Section 1270.52 and the following:
 - A) An official transcript showing conferral date for a degree from an approved program as specified in Section 1270.14 or from a non-approved program as specified in Section 1270.15.
 - B) Certification of successful passage of the FS, PS and Illinois jurisdictional examinations as specified in Section 1270.20.

- C) Experience verification forms completed by the supervisor, indicating at least 4 years of responsible charge experience in land surveying as specified in Section 1270.13.
- b) In addition to the above, certification the applicant has read and understands the Act and this Part.
- c) Applicants not enrolled as a surveyor intern in Illinois who received their education in a foreign country other than Canada shall have the education evaluated on a course-by-course basis at their expense. Applicants may obtain forms from NCEES Credentials Evaluations, 200 Verdae Boulevard, Greenville, SC 29607 to evaluate educational programs. The Board will review all transcripts and the evaluation submitted to the Division to determine if the education meets the requirements set forth in this Section and Section 1270.15.
- d) In lieu of the documentation specified in subsections (a)(1)(A), (B) and (C) and subsections (a)(2)(A), (B) and (C), an applicant may submit a current NCEES Record.
- e) Upon receipt of the application and all supporting documentation in complete order:
 - 1) The applicant's file will be presented to the Board for evaluation of the required education and experience as specified in this Section. Once the application has been reviewed, an applicant, if otherwise qualified, shall be granted a license to practice professional land surveying in this State.
 - 2) Applicants who are reviewed by the Board and not approved, based on requirements specified in this Section, shall be deferred licensure as an Illinois professional land surveyor until the applicant meets the requirements.
 - 3) If an applicant fails to submit all required items for licensure under the Act within 3 years after filing the application, the application shall expire and be denied. The applicant may, however, make a new application for licensure accompanied by the required fee, and furnish proof of meeting the qualifications for licensure in effect at the time of new application.

(Source: Amended at 49 Ill. Reg. _____, effective _____)

Section 1270.14 Definition of Approved Programs

- a) The Division, upon the recommendation of the Board, shall approve a land surveying or related science program if it meets the following criteria:
 - 1) The educational institution is legally recognized and authorized by the jurisdiction in which it is located to confer a baccalaureate degree in land surveying or related science.
 - 2) Faculty
 - A) The faculty shall have a sufficient number of full-time, or full-time equivalent, instructors to make certain that the educational obligations to the student are fulfilled. A program at the basic level shall have no fewer than one full-time faculty member whose primary commitment is to that program. If an institution relies on part-time faculty members, it shall demonstrate that, in addition to the commitment of at least one full-time equivalent faculty member, effective mechanisms are in place to provide adequate levels of student advising and faculty interaction, and faculty control over the curriculum.
 - B) The faculty shall have demonstrated competence in their area of teaching as evidenced by appropriate degrees from professional colleges or institutions. Other evidence of faculty capability includes non-academic surveying experience, experience in teaching, ability to communicate effectively, participation in professional/scientific/other learned societies, licensure as a professional land surveyor, and an interest in students' curricular activities.
 - C) Teaching loads shall allow time for research and professional development activities. Stimulation of students' minds requires faculty involvement in scientific and technological development and in instructional innovation.
 - 3) Curriculum
 - A) The curriculum shall include at least 4 academic years leading to the conferral of the baccalaureate degree while providing integration of the educational experience with the ability to apply

the knowledge gained to the identification and solution of practical problems.

- B) The overall curriculum shall include a minimum of 120 semester hours or their equivalent (e.g., 180 quarter hours) and shall include at least the following subjects:
- i) Mathematics shall be satisfied by one of the below options. Courses in computer usage and/or programming shall not be used to satisfy the mathematics requirement.
 - College Algebra and beyond (including but not limited to, Trigonometry, Calculus I, Calculus II, Numerical Analysis and Statistics) – 15 semester hours; or
 - Calculus I (or above) and Statistics.
 - ii) Basic Sciences (Physics and/or Chemistry) – 8 hours. Provides a foundation of understanding of basic scientific principles.
 - iii) Additional Sciences – 20 hours. Additional sciences have their roots in mathematics and basic sciences but carry the knowledge toward creative application. Such subjects include, but are not limited to, geology, geography, dendrology, astronomy, biology, soil mechanics, mechanics, and engineering sciences.
 - iv) Land Surveying – 24 hours. Land Surveying courses provide the basis of understanding and implementing the role of land surveyor and include, but are not limited to: fundamentals of land surveying, boundary surveying, route surveying, topographic surveying, descriptions, legal aspects, subdivision design, data computations and adjustments, map projections and geometric geodemy and photogrammetry.
- C) The program shall require that the student demonstrate competency in both written and oral communication.
- D) An understanding of ethical, social, economic and safety considerations shall be included in the land surveying program.

4) Facilities

- A) The laboratory facilities shall reflect the requirements of the offered educational program. The laboratory should provide for individual project work by the students and the faculty. The facilities shall be equipped with instruments and scientific equipment of a kind and quality to ensure the effective functioning of the laboratory.
- B) The libraries in support of the land surveying program shall be both technical and nontechnical, to include books, journals and other reference material for collateral reading in connection with the instructional and research programs and professional work. The library collection shall reflect the existence of an active acquisition policy; this policy shall include specific acquisitions on the request and recommendation of the faculty of the engineering program. There shall be computer-accessible information centers and inter-library loan services for both books and journals. The library collections, whether centralized or decentralized, shall be readily available for use with the assistance of trained library staff, or through an open-stack arrangement, or both.
- C) There shall be computer facilities accessible to the land surveying students and faculty.

5) The institution shall maintain permanent student records that summarize the credentials for admission, attendance, grades and other records of performance.

- b) In determining whether a baccalaureate degree program should be approved, the Division shall take into consideration but not be bound by accreditation by the Accreditation Board for Engineering and Technology (ABET).
- c) The Division, upon the recommendation of the Board, has determined that the following domestic baccalaureate degree land surveying programs accredited by the Engineering Accreditation Commission (EAC) of ABET and/or of the Engineering Technology Accreditation Commission (ETAC) of ABET meet the minimum criteria set forth in subsection (a) for an approved land surveying program and are, therefore, approved, subject to review. Approved Land Surveying Programs include:

- 1) Ferris State University – Surveying Engineering;
 - 2) Michigan Technological University – Surveying Engineering;
 - 3) Pennsylvania State University, Wilkes-Barre Campus – Surveying Engineering;
 - 4) Great Basin College – Land Surveying and Geomatics
 - 5) Kennesaw State University – Geospatial Technology Land Surveying Option, BS;
 - 6) Florida Atlantic University – Geomatics Engineering, BSGE;
 - 7) Polytechnic University of Puerto Rico – Land Surveying and Mapping, BS;
 - 8) California State Polytechnic University, Pomona – Geospatial Engineering option in Civil Engineering, BS;
 - 9) Southern Illinois University, Edwardsville – Land Surveying and Geomatics, BS; and
 - 10) University of Maine, Surveying Engineering Technology, BS.
- d) The Division, upon the recommendation of the Board, has determined that the following domestic related science baccalaureate degree program meets the minimum criteria set forth in subsection (a) for an approved related science program and is, therefore, approved, subject to review. Approved Related Science Programs include Southern Illinois University, Edwardsville – Construction Management – Land Surveying Specialization.
- e) Withdrawal of Program Approval
- 1) The following are grounds for withdrawal of approval of a land surveying program or a program leading to a degree in basic technology with a land surveying specialty:
 - A) Non-compliance with any provisions of the Act;
 - B) Non-compliance with any provision of this Part;

- C) Fraud or dishonesty in furnishing documentation for evaluation of the program; or
 - D) Failure to continue to meet the criteria of an approved program as set out in this Section.
 - 2) If the Board has reason to believe there has been any fraud or dishonesty in the furnishing of any documentation for the evaluation of a program on the part of any licensee, it shall refer such matter to appropriate Division personnel for any disciplinary action which might be appropriate under the Act.
 - 3) A program whose approval is being reconsidered by the Division shall be given 15 days written notice prior to any recommendation by the Board and may either submit written comments or request a hearing before the Board.
- f) Evaluation of Newly Submitted Programs
- 1) An educational institution with a baccalaureate degree program that has not been evaluated will cause to be forwarded to the Division documentation concerning the criteria in this Section.
 - 2) Once the Division has received the documentation or after 6 months have elapsed from the date of application, whichever is later, the Board will evaluate the program based on all documentation received from the school and any additional information the Division has received that will enable the Board to evaluate the program based on the criteria specified in this Section.

(Source: Amended at 49 Ill. Reg. _____, effective _____)

Section 1270.15 Definition of a Non-Approved Program

A non-approved program shall be defined as a baccalaureate degree from an accredited college or university that includes core courses in at least the following subjects, or their equivalents, for the minimum semester hours shown. The following subjects all may be completed prior to, concurrent with, or subsequent to receiving the baccalaureate degree.

- a) Mathematics shall be satisfied by one of the below options. Courses in computer usage and/or programming shall not be used to satisfy the mathematics requirement.
 - 1) College Algebra and beyond (including but not limited to, Trigonometry, Calculus I, Calculus II, Numerical Analysis and Statistics) – 15 semester hours; or
 - 2) Calculus I (or above) and Statistics.
- b) Basic Sciences (Physics and/or Chemistry) – 8 hours. Provides a foundation of understanding of basic scientific principles.
- c) Additional Sciences – 20 semester hours. Additional Sciences have their roots in mathematics and basic sciences but carry the knowledge toward creative application. Such subjects include, but are not limited to, geology, geography, dendrology, astronomy, biology, soil mechanics, mechanics, and engineering sciences.
- d) Land Surveying courses – 24 semester hours. Land Surveying courses provide the basis of understanding and implementing the role of land surveyor and include, but are not limited to: fundamentals of land surveying, boundary surveying, route surveying, topographic surveying, descriptions, legal aspects, subdivision design, data computations and adjustments, map projections, geometric geodemy, and photogrammetry.

(Source: Amended at 49 Ill. Reg. _____, effective _____)

Section 1270.20 Examinations

- a) An applicant for enrollment as a Surveyor Intern shall pass the NCEES Fundamentals of Land Surveying ("FS") Examination.
- b) An applicant for licensure as a Professional Land Surveyor shall have passed the required FS examination and the following examinations:
 - 1) NCEES Principles and Practice of Surveying ("PS") Examination; and
 - 2) Illinois Jurisdictional Examination.
- c) The scoring of the NCEES Fundamentals of Land Surveying Examination and the NCEES Principles and Practice of Land Surveying Examination and the determination of scores shall be as approved by NCEES. Separate scores shall be given for each examination and the scores shall be reported as pass/fail.
- d) The Illinois Jurisdictional Examination shall be reported as pass/fail. The Jurisdictional Examination shall include, but not be limited to, the following areas:
 - 1) History of the public land surveying system in Illinois;
 - 2) Jurisdictional Standards and Ethics (knowledge of prevailing professional standards and ethics specific to Illinois);
 - 3) Jurisdictional Legal Precedent and Principles (knowledge of legal principles and requirements specific to Illinois);
 - 4) Jurisdictional Field Techniques (knowledge of field research techniques specific to Illinois); and
 - 5) Jurisdictional Record Sources (knowledge of sources of records and information specific to Illinois).
- e) Retake of Examination.
 - 1) Applicants who do not pass the NCEES Fundamentals of Land Surveying Examination, the NCEES Principles and Practice of Land Surveying Examination or the Illinois Jurisdictional Examination will be required to retake only the examinations failed.

- 2) Scores from examinations already passed under a previous application shall be carried over and applied to subsequent applications.
- 3) Fundamentals of Surveying Examination scores do not expire, with exception as noted in Section 1270.5(f)(1).
- f) Post-administration access to, or review of, examination materials by an examinee or an examinee's representative shall be in accordance with the NCEES exam policy.
- g) Examinations may be given in various formats with different application submittal dates depending on the examination format.
 - 1) The Illinois Jurisdictional examination is administered in paper format on varying dates year-round as prescribed by the examination administrator.
 - 2) Examinations administered in a computer-based format. Applicants may attempt a particular NCEES exam one time per testing window and no more than three times in a 12-month period, which begins with the examinee's first attempt.
- h) If an applicant has failed an examination, the examination may not be waived for licensure.

(Source: Amended at 49 Ill. Reg. _____, effective _____)

Section 1270.30 Endorsement

- a) An applicant who is licensed or registered to practice Land Surveying as a Professional Land Surveyor under the laws of another state or territory of the United States, or of a foreign country, who desires to become licensed by endorsement shall file an application with the Division together with:
 - 1) Proof that the applicant has met the requirements substantially equivalent to those in force in this State for a Licensed Professional Land Surveyor at the time of original or subsequent licensure by examination in the other state, territory, or foreign country, including certification of education, and verification of experience as appropriate;
 - 2) A certification by the state, territory, or foreign country, of original licensure and certification from the state, territory, or foreign country, of predominant active practice, including the following:
 - A) The time during which the applicant was licensed in that state, territory, or foreign country, including the date of the original issuance of the license;
 - B) The basis of licensure and a description of all examinations by which the applicant was licensed in that state, territory, or foreign country, and the date of passage of any such examinations; and
 - C) Whether the records of the licensing authority contain any record of disciplinary action taken;
 - D) Documentation submitted from a foreign country shall be translated into English, at the applicant's own expense, for review by the Division.
 - 3) The required fee specified in Section 1270.52;
 - 4) Applicants who received their education in a foreign country other than Canada shall have the education evaluated on a course-by-course basis at their expense. Applicants may obtain forms from the NCEES Credentials Evaluations, 200 Verdae Boulevard, Greenville, SC 29607 to evaluate educational programs. The Board will review all transcripts and the evaluation submitted to the Division to determine if the education meets the requirements set forth in this Section and Section 1270.15;

- 5) Certification attesting the applicant has read and understands the Act and this Part;
 - 6) In lieu of the documentation specified in subsections (a)(1) and (2), an applicant may submit a current NCEES Record.
- b) The Division, upon recommendation of the Board, may require an applicant applying from a foreign jurisdiction to take and pass the required FS and/or PS examinations specified Section 1270.20, to verify the applicant has satisfactory knowledge and competence using the U.S. Public Land Survey System, U.S. boundary law principles, and applicable surveying standards to safeguard the health, safety, and welfare of the public.
 - c) An applicant for licensure under this Section may be required to appear before the Board for an oral interview if the Division has questions about the applicant's application, because of discrepancies or conflicts in information, information needing further clarification and/or missing information.
 - d) Applicants for licensure on the basis of endorsement shall successfully complete the Illinois Jurisdictional Examination as set forth in Section 1270.20.
 - e) The Division shall examine each endorsement application to determine whether the requirements in the state or territory of original licensure were substantially equivalent to the requirements then in force in the State of Illinois. The Division shall either issue a license by endorsement to the applicant or notify the applicant in writing of the reason for the deferral or denial of the application.
 - f) If an applicant fails to submit all required items for licensure under the Act within three years after filing an application, the application shall expire and be denied. The applicant may, however, make a new application for licensure accompanied by the required fee, and furnish proof of meeting the qualifications for licensure in effect at the time of new application. (See Section 10(b) of the Act.)

(Source: Amended at 49 Ill. Reg. _____, effective _____)

Section 1270.35 Inactive Status

- a) Any Licensed Professional Land Surveyor who notifies the Division, on forms prescribed by the Division, may elect to place the license on inactive status and shall be excused from the payment of renewal fees until the licensee notifies the Division of the desire to resume active status.
- b) Any licensee seeking restoration from inactive status shall do so in accordance with Section 1270.40.
- c) Any licensed Professional Land Surveyor or professional design firm whose license is on inactive status shall not practice land surveying in the State of Illinois. Practicing or offering to practice on a license which is on inactive status shall be grounds for discipline under Section 27 of the Act [225 ILCS 330/27].
- d) Any Professional Design Firm which notifies the Division on forms prescribed by the Division and submits evidence that the firm will no longer be offering services in Illinois, may elect to place the firm license on inactive status, and shall be excused from the payment of renewal fees until the licensee notifies the Division of the desire to resume active status.

(Source: Amended at 49 Ill. Reg. _____, effective _____)

Section 1270.45 Professional Design Firm

- a) Persons who desire to practice land surveying in the State of Illinois in the form of a corporation, professional service corporation, partnership, professional limited liability company, limited liability partnership or sole proprietorship (if the sole proprietorship is conducting or transacting business under an assumed name in accordance with the Assumed Business Name Act [805 ILCS 405]) pursuant to Section 25 of the Act [225 ILCS 330/25], shall file an application with the Division on forms provided by the Division, together with the following:
 - 1) For Corporations or Professional Service Corporations. Professional design firms shall meet the registration requirements of Section 12 of the Professional Service Corporation Act [805 ILCS 10/12]:
 - A) The name of the corporation and its registered address, the names of all members of the board of directors and officers, and the name of the state and license number for each director who is a licensed design professional.
 - B) A signed and dated resolution of the board of directors of the corporation designating a regular full-time employee of the corporation who is an Illinois licensed land surveyor as the managing agent in charge of the land surveying activities in Illinois. The Illinois license number of the land surveyor designated as the managing agent shall also be included in the resolution.
 - C) A copy of the authority to transact business under the Assumed Business Name Act [805 ILCS 405] issued by the Illinois Secretary of State for any assumed names of the corporation, if applicable.
 - D) A certificate of good standing from the Illinois Secretary of State.
 - 2) For Partnerships:
 - A) General
 - i) A copy of the signed and dated partnership agreement authorizing the partnership to provide land surveying services. The partnership agreement shall contain the name

of the partnership, its business address and the names of all partners. The name of the state in which each partner is licensed as a design professional and the license number shall be listed on the application.

- ii) A signed and dated resolution adopted by the general partners designating a regular full-time employee of the partnership who is an Illinois licensed land surveyor as the managing agent in charge of the land surveying activities in this State. The Illinois license number of the land surveyor designated as the managing agent shall also be included in the resolution.
- iii) A copy of the partnership documentation bearing the stamp of the county clerk where the partnership has been filed.
- iv) A letter or certificate from the county clerk where an assumed name has been filed, if applicable.

B) Limited Partnership

- i) A copy of the signed and dated partnership agreement indicating that it has been filed with the Illinois Secretary of State authorizing the partnership to provide land surveying services. The partnership agreement shall contain the name of the partnership, its business address and the names of all partners. The name of the state in which each partner is licensed as a design professional and the license number shall be listed on the application.
- ii) A signed and dated resolution adopted by the partners designating a full-time employee of the partnership who is an Illinois licensed land surveyor in this State as the managing agent in charge of land surveying activities. The Illinois license number of the land surveyor designated as the managing agent shall also be included in the resolution.
- iii) A certificate of good standing from the Illinois Secretary of State.
- iv) A copy of the authority to transact business under the Assumed Business Name Act [805 ILCS 405] issued by the

Illinois Secretary of State for any assumed names of the partnership, if applicable.

- 3) For Professional Limited Liability Companies or Limited Liability Partnerships
 - A) An application containing the name of the professional limited liability company, or limited liability partnership, the business address and the members/partners of the company/partnership, the name of the state and the license number of each member/partner licensed as a design professional.
 - B) A signed and dated resolution of the members or partners designating a full-time employee who is an Illinois licensed land surveyor as the managing agent in charge of the land surveying activities in this State. The Illinois license number of the managing agent shall also be included in the resolution.
 - C) A certificate of good standing from the Illinois Secretary of State.
 - D) A copy of the authority to transact business under the Assumed Business Name Act [805 ILCS 405] issued by the Illinois Secretary of State for any assumed names of the limited liability company or partnership, if applicable.
- 4) For Sole Proprietorships with an Assumed Name:
 - A) An application containing the name of the sole proprietorship and its business address and the name and Illinois license number of the land surveyor who owns and operates the business.
 - B) A letter or certificate received from the county clerk where an assumed name has been filed.
- 5) A list of all Illinois office locations at which the corporation, professional service corporation, professional limited liability company, limited liability partnership, limited partnership, partnership, or sole proprietorship provides land surveying services.
 - A) Each corporation, professional service corporation, professional limited liability company, limited liability partnership, limited partnership, or partnership maintaining any place of business in the

State of Illinois for the purpose of providing or offering to provide land surveying to the public shall have a resident professional land surveyor at each office location in Illinois from which services will be provided under Section 25(h) of the Act [225 ILCS 330/25(h)].

- B) The resident professional land surveyor is defined as an Illinois licensed professional land surveyor in responsible charge of land surveying services, and who shall be employed full-time and assigned to supervise land surveying operations in only one Illinois office at any given time.
- 6) The fee required in Section 1270.52.
- b) A professional design firm may designate more than one managing agent in charge of land surveying activities. However, a licensee designated as the managing agent may not serve as a managing agent for more than one corporation, professional service corporation, professional limited liability company, limited liability partnership, limited partnership, or partnership doing business in Illinois.
 - c) Upon receipt of the above documents and review of the application, the Division shall issue a registration authorizing the corporation, professional service corporation, professional limited liability company, limited liability partnership, limited partnership, partnership, or sole proprietorship to engage in the practice of land surveying or notify the applicant in writing of the reason for the denial of the application.
 - d) Each corporation, professional service corporation, professional limited liability company, limited liability partnership, limited partnership, partnership, or sole proprietorship with an assumed name shall be responsible for notifying the Division in writing within 30 days after any changes in:
 - 1) The membership of the board of directors, members/partners of the professional limited liability company, limited liability partnership, limited partnership, partnership, or the general partners;
 - 2) The licensure status of any and all of the general partners, members/partners of the professional limited liability company, limited liability partnership, limited partnership, partnership, or any of the licensed design professional members of the board of directors; and
 - 3) An assumed name.

- e) Each corporation, professional service corporation, professional limited liability company, limited liability partnership, limited partnership, partnership, or sole proprietorship shall be responsible for notifying the Division in writing, by certified mail, within 10 business days after the termination or change in status of the managing agent. Thereafter, the corporation, professional service corporation, professional limited liability company, limited liability partnership, limited partnership, partnership, or sole proprietorship, if it has so informed the Division, has 30 days to notify the Division of the name and license number of the land surveyor licensed in Illinois who is the newly designated managing agent.
- f) Any failure to notify the Division as required in subsections (d) and (e) or any failure of the corporation, professional service corporation, professional limited liability company, limited liability partnership, limited partnership, partnership, or sole proprietorship to continue to comply with the requirements of Section 25 of the Act [225 ILCS 330/25], will subject the corporation, professional limited liability company, limited liability partnership, limited partnership, partnership, or sole proprietorship to the loss of its registration to practice land surveying in Illinois.
- g) Sole Proprietorships. Any sole proprietorship owned and operated by a land surveyor who has an active Illinois license is exempt from the registration requirement of a professional design firm. However, if the sole proprietorship operates under an assumed name, the sole proprietorship shall file an application in accordance with subsection (a)(4). Any sole proprietorship not owned and operated by an Illinois licensed land surveyor shall be prohibited from offering land surveying services to the public.
- h) In addition to the seal requirements in Section 15 of the Act [225 ILCS 330/15], all documents or technical submissions prepared by the professional design firm shall contain the professional design firm registration number issued by the Division.

(Source: Amended at 49 Ill. Reg. _____, effective _____)

Section 1270.52 Fees

The following fees shall be paid to the Department and are not refundable:

- a) **Application Fees.**
 - 1) The fee for application for a license as a professional land surveyor is \$175. In addition, applicants for an examination shall be required to pay to the designated testing service, a fee covering the cost of determining an applicant's eligibility and providing the examination. Failure to appear for the examination on the scheduled date, at the time and place specified, after the applicant's application for examination has been received and acknowledged by the designated testing service, shall result in the forfeiture of the examination fee.
 - 2) The application fee for a license as a surveyor intern is \$70.
 - 3) The application fee for a certificate of registration as a professional design firm is \$150.
- b) **Renewal Fees.**
 - 1) The fee for the biennial renewal of a license shall be \$125.
 - 2) The fee for renewal of a certificate of registration as a professional design firm is \$150 for the renewal period (See Section 1270.50(d)).
- c) **General Fees.**
 - 1) The fee for the restoration of a license other than from inactive status is \$50 plus payment of all lapsed renewal fees, but not to exceed \$425 for a professional land surveyor license and \$500 for a professional design firm.
 - 2) There is no charge for the issuance of a replacement license for a license that has been lost or destroyed, or for issuance of a license with a change of name or address. Licenses are available electronically through the Department website.
 - 3) The fee for a certification of a licensee's record for any purpose is \$25.
 - 4) There is no fee to change the name of a professional design firm within the

same business entity type; however, there is a \$25 fee to change the business entity type of an existing professional design firm.

- 5) The fee to change the services offered by the professional design firm is \$25.
 - 6) The fee to change the name of a managing agent for a professional design firm is \$25.
- d) Additional Fees.
- 1) *Any person who delivers a check or other payment to the Department that is returned to the Department unpaid by the financial institution upon which it is drawn shall pay to the Department, in addition to the amount already owed to the Department, \$50. [225 ILCS 330/36.1]*
 - 2) If the check or other payment was for a renewal or issuance fee and that person practices without paying the renewal fee or issuance fee and the fee for a returned check, an additional fee of \$100 shall be imposed.
 - 3) *The fees imposed by this Section are in addition to any other discipline provided under the Act for unlicensed practice or practice on a nonrenewed license. The Division will notify the person that fees shall be paid to the Department by certified check or money order within 30 calendar days after the notification.*
 - 4) *If, after the expiration of 30 days after the date of the notification, the person has failed to submit the necessary remittance, the Division will automatically terminate the license or certificate or deny the application without hearing.*
 - 5) *If, after termination or denial, the person seeks a license or certificate, the person shall apply to the Division for restoration or issuance of the license or certificate and pay all fees due to the Department. [225 ILCS 330/36.1]*
- e) All of the fees collected pursuant to this Section shall be deposited in the Design Professionals Administration and Investigation Fund.
- f) The Director may waive the fees due under this Section in individual cases when the Director finds that the fees would be unreasonable or unnecessarily burdensome. (See Section 36.1 of the Act.)

(Source: Amended at 49 Ill. Reg. _____, effective _____)

Section 1270.57 Standards of Professional Conduct

To safeguard the health, safety, and welfare of the public and to maintain integrity and high standards of skill and practice of professional land surveying, the following standards of professional conduct shall be binding on every licensee and on all professional design firms authorized to offer or perform professional land surveying services in Illinois.

a) Licensee's Obligation

- 1) Licensees shall be cognizant that their first and foremost responsibility is to safeguard the health, safety, and welfare of the public when performing services for clients and employers.
- 2) Licensees shall sign and seal only those plans, surveys and other documents that conform to accepted professional land surveying standards and that safeguard the health, safety, and welfare of the public.
- 3) Licensees shall notify their employer or client and such other authority as may be appropriate when their professional judgment is overruled when the health, safety, or welfare of the public endangered.
- 4) Licensees shall, to the best of their knowledge, include all relevant and pertinent information in an objective and truthful manner within all professional documents, statements, and testimony.
- 5) Licensees shall express a professional opinion publicly only when it is founded upon an adequate knowledge of the facts and a competent evaluation of the subject matter.
- 6) Licensees shall issue no statements, criticisms, or arguments on professional land surveying matters that are inspired or paid for by interest parties, unless they explicitly identify the interest parties on whose behalf they are speaking and reveal any interest they have in the matters.
- 7) Licensees shall not partner, practice, or offer to practice with any person or firm that they know is engaged in fraudulent or dishonest business or professional practices.
- 8) Licensees who have knowledge or reason to believe that any person or firm has violated any rules or laws applying to the practice of professional land surveying shall report it to the Division, may report it to appropriate

legal authorities, and shall cooperate with the Division and those authorities as requested.

- 9) Licensees shall not knowingly provide false or incomplete information regarding an applicant in obtaining licensure.
- 10) Licensees shall comply with the licensing laws and rules governing professional land surveying profession in each of the jurisdictions in which they practice.

b) Licensee's Obligation to Employer and Clients

- 1) Licensees shall undertake assignments only when qualified by education or experience in the specific technical field of professional land surveying involved.
- 2) Licensees shall not affix their signatures or seals to any plans, specifications, or other documents dealing with subject matter in which they lack competence, nor to any such plans, specifications, or other documents not prepared under their direct supervisory control.
 - A) In circumstances where a licensee in responsible charge of the work is unavailable to complete the work in instances such as death, incapacity, termination of employment or relocation, a successor licensee may take responsible charge by performing all professional services, including design criteria, recalculations, code research and compliance, and any other necessary and appropriate changes, in order to complete the project.
 - B) The successor licensee shall have control of and responsibility for the work product and the signed and sealed originals of all documents.
- 3) Licensees may accept assignments and assume responsibility for coordination of an assignment outside of their field of competence if each technical segment is signed and sealed by the licensee responsible for preparation of that technical segment.
- 4) Licensees shall not reveal facts, data, or information obtained in a professional capacity without the prior consent of the client, employer, or public body on which they serve except as authorized or required by law or rules.

- 5) Licensees shall not solicit or accept gratuities, directly or indirectly, from contractors, their agents, or other parties in connection with work for employers or clients.
 - 6) Licensees shall disclose to their employers or clients all known or potential conflicts of interest or other circumstances that could influence or appear to influence their judgment or the quality of their professional service or engagement.
 - 7) Licensees shall not accept compensation, financial or otherwise, from more than one party for services pertaining to the same project, unless the circumstances are fully disclosed and agreed to in writing by all interested parties.
 - 8) Licensees shall not solicit or accept a professional contract from a governmental body on which a principal or officer of their organization serves as a member. Conversely, licensees serving as members, advisors, or employees of a government body or department, who are the principals or employees of a private concern, shall not participate in decisions with respect to professional services offered or provided by said concern to the governmental body that they serve.
 - 9) Licensees shall not use confidential information received in the course of their assignments as a means of making personal profit without the consent of the party from whom the information was obtained.
- c) Licensee's Obligation to Other Licensees
- 1) Licensees shall not falsify or permit misrepresentations of their, or their firm's professional qualifications. They shall not misrepresent or exaggerate their degree of responsibility in prior assignments nor the complexity of said assignments. Presentations incidental to the solicitation of employment or business shall not misrepresent pertinent facts concerning employers, employees, associates, joint ventures, or past accomplishments.
 - 2) Licensees shall not offer, give, solicit, or receive, either directly or indirectly, any commission, or gift, or other valuable consideration in order to secure work, and shall not make any political contribution with the intent to influence the award of a contract by public authority.

- 3) Licensees shall not injure or attempt to injure, maliciously or falsely, directly or indirectly, the professional reputation, prospects, practice, or employment of other licensees, nor indiscriminately criticize other licensees' work.
- 4) Licensees shall make a reasonable effort to inform another licensee whose work is believed to contain a material discrepancy, error, or omission that may impact the health, safety, or welfare of the public, unless such reporting is legally prohibited.

(Source: Amended at 49 Ill. Reg. _____, effective _____)

Section 1270.65 Professional Development

The professional development (PD) required as a condition for license renewal under the Illinois Professional Land Surveyor Act is set forth in this Section. All land surveyors shall meet these requirements.

- a) Professional Development Hours Requirements
 - 1) Beginning with the November 30, 2006, renewal and every renewal thereafter, in order to renew a license as a land surveyor, a licensee shall be required to complete 20 professional development hours (PDHs) relevant to the practice of land surveying or be exempt from the professional development requirements as provided in subsection (h). All 20 PDHs may be earned through online programs or courses. Failure to comply with these requirements may result in non-renewal of the land surveyor's license or other disciplinary action, or both. The professional development hours shall be in the following categories:
 - A) A minimum of 4 hours of programs, courses or activities in the area of State of Illinois statutes and rules that regulate professional land surveyors and surveys.
 - B) A minimum of 2 hours of programs, courses or activities in the area of professional conduct.
 - C) A minimum of 14 hours of programs, courses or activities in the area of land surveying or related sciences.
 - 2) Beginning with the November 30, 2020 renewal and every renewal thereafter, the total professional development hours shall include one hour of sexual harassment prevention training which shall meet the requirements of 68 Ill. Adm. Code 1130.400 and Section 2105-15.5 of the Civil Administrative Code of Illinois (Department of Professional Regulation Law) [20 ILCS 2105]. A licensee completing a course on sexual harassment prevention developed or offered by the Illinois Department of Human Rights pursuant to the Illinois Human Rights Act [775 ILCS 5], the licensee's employer or an acceptable provider listed within this Section, may count that course toward the one hour requirement under this Section (See Section 2105-15.5 of the Civil Administrative Code of Illinois [20 ILCS 2105/2105-15.5]).

- 3) A pre-renewal period is the 24 months preceding November of each even-numbered year.
 - 4) One professional development hour shall equal 50 minutes of instruction or participation. If a program is taken that awards continuing education units (CEU) rather than professional development hours, one continuing education unit equals 10 professional development hours of class in an approved continuing education course.
 - 5) Land surveyors licensed in Illinois but residing and practicing in other states shall comply with the PDH requirements set forth in this Section.
 - 6) Professional development units used to satisfy the PDH requirements of another jurisdiction may be applied to fulfill the PDH requirements of the State of Illinois if they are substantially equivalent.
- b) Professional development activities shall include, but not be limited to:
- 1) Successful completion of a college or university course in the area of land surveying, related sciences and surveying ethics. One semester credit hour of course work is equivalent to 15 PDHs and one quarter credit hour of course work is equivalent to 10 PDHs;
 - 2) Successful completion of land surveying courses or programs offering professional development hours, including those offered online. Credit will be given for self-study courses only if an examination has been completed by the licensee and graded by the sponsor;
 - 3) Active participation and successful completion of land surveying programs, seminars, tutorials, workshops, short courses or in-house courses;
 - 4) Attending program presentations at related technical or professional meetings;
 - 5) Teaching or Instructing. Teaching or instructing a land surveying course, seminar, lecture, presentation or workshop shall constitute 3 PDH hours for each hour spent in the actual presentation. Teaching credit shall be valid for the initial presentation only. Teaching credit shall not apply to faculty teaching regularly scheduled curriculum courses at a college, university, or other educational institution;

- 6) Authoring papers or articles that appear in nationally circulated journals or trade magazines. Credit is earned in the biennium of publication. A maximum of 5 PDHs per renewal are allowed for this activity.
- 7) Active participation on a professional land surveyor board, committee or holding an office in a professional or technical society.
 - A) 2 PDHs will be awarded per committee membership or office held.
 - B) A maximum of 8 PDHs may be accepted per pre-renewal period.
- c) All programs or courses shall:
 - 1) Contribute to the advancement, extension and enhancement of the professional skills and scientific knowledge of the licensee in the practice of land surveying;
 - 2) Foster the enhancement of general or specialized practices and values of land surveying;
 - 3) Be developed and presented by persons with education and/or experience in the subject matter of the program; and
 - 4) Specify the course objectives and course content.
- d) Auditing or Restoration
 - 1) It shall be the responsibility of a licensee to maintain a record of PDHs for 6 years that includes one of the following:
 - A) Documentation consisting of the following items:
 - i) The name and address of the sponsor or provider;
 - ii) A brief statement of the subject matter, printed program schedules, registration receipts or other proof of participation;
 - iii) Certificate of attendance;
 - iv) The number of PDHs attended in each program; and

- v) The date and place of the program; or
 - B) Transcripts or records of professional development hours maintained by an acceptable provider as set forth in subsection (e).
- 2) A log of activities by itself shall not be accepted as meeting the requirements of this subsection.
- e) Acceptable providers for structured educational activities shall include, but not be limited to:
 - 1) Illinois Professional Land Surveyor Association;
 - 2) National Council of Examiners for Engineering and Surveying (NCEES);
 - 3) National Society of Professional Land Surveyors;
 - 4) American Society of Civil Engineers (ASCE);
 - 5) Colleges, universities or other educational institutions;
 - 6) Technical or professional societies or organizations relating to professional land surveying.
- f) The Division shall not pre-approve individual courses or programs.
- g) Certification of Compliance with PD Requirements
 - 1) Each renewal applicant shall certify, on the renewal application, full compliance with the professional development requirements set forth in this Section.
 - 2) The Division may require additional evidence demonstrating compliance with the PD requirements (e.g., certificate of attendance). This additional evidence shall be required in the context of the Division's random audit. It is the responsibility of each renewal applicant to retain or otherwise produce evidence of compliance.
 - 3) When there appears to be a lack of compliance with PD requirements, an applicant shall be notified in writing and may request an interview with the Board. At that time the Board may recommend that steps be taken to begin formal disciplinary proceedings as required by Section 10-65 of the

Illinois Administrative Procedure Act [5 ILCS 100/10-65].

- 4) The Division may conduct random audits to verify compliance with professional development requirements.
- h) **Waiver of PDH Requirements:** A licensee shall be exempt from the professional development requirements of this Section if one of the following situations occurs. If an exemption is claimed, it is required that the renewal fee and any documentation needed to support the exemption be submitted for renewal of a license. Waiver requests must be made before the end of the renewal period. Waiver requests sent after the end of the renewal period shall not be considered.
 - 1) A licensee shall not be required to report PDHs during the first biennial renewal period in which the licensee obtained initial licensure in Illinois, but shall be subject to the continuing education requirements for all subsequent biennial renewal periods.
 - 2) A licensee who is on full-time active duty in the military service of the United States, or is a licensee who is called to temporary active duty in the military service or Armed Forces of the United States for a period of time exceeding 120 consecutive days during the renewal period, when that activity or location restricts participation in a continuing education program.
 - 3) A licensee who demonstrates to the satisfaction of the Division that meeting these requirements would be an undue hardship by reason of disability, illness, or other clearly mitigating circumstances shall submit supporting documentation.
 - A) The documentation shall be in the form of a sworn statement by the licensee, statement from a physician, or medical record showing the disability, illness, or circumstance preventing the licensee's participation in the continuing education program during a substantial part of the renewal period.
 - B) If the Division finds from the evidence that good cause has been shown for non-compliance, the Division will waive enforcement, extend the time within which the applicant shall comply, or establish a particular program or schedule of continuing education for the renewal period in which the undue hardship existed.
 - C) Consecutive waiver requests made for reasons of disability, illness,

or other circumstances may be prima facie evidence for non-renewal of applicant's license based on inability to actively engage in licensed practice.

- 4) Any renewal applicant who, prior to the expiration date of the license, submits a request for a waiver, in whole or in part, pursuant to the provisions of this Section, shall be deemed to be in good standing until the final decision on the request for a waiver is made by the Division.

(Source: Amended at 49 Ill. Reg. _____, effective _____)

JOINT COMMITTEE ON ADMINISTRATIVE RULES

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JOINT COMMITTEE ON ADMINISTRATIVE RULES

CERTIFICATION OF NO OBJECTION TO PROPOSED RULEMAKING

This is to certify that the Joint Committee on Administrative Rules, at its 6/17/25 meeting, considered the following rulemakings:

Illinois Architecture Practice Act of 1989 (68 Ill. Adm. Code 1150; 49 Ill. Reg. 2575)

Registered Interior Designers Act (68 Ill. Adm. Code 1255; 49 Ill. Reg. 2612)

Illinois Professional Land Surveyor Act of 1989 (68 Ill. Adm. Code 1270; 49 Ill. Reg. 2621)

The Professional Engineering Practice Act of 1989 (68 Ill. Adm. Code 1380; 49 Ill. Reg. 2659)

Real Estate License Act of 2000 (68 Ill. Adm. Code 1450; 49 Ill. Reg. 2702)

The Structural Engineering Practice Act of 1989 (68 Ill. Adm. Code 1480; 49 Ill. Reg. 1700)

After consideration, and based upon the Agreements, if any, for modification of the rulemakings made by the agency and attached to this document, the Committee determined that no Objection will be issued to the above-mentioned rulemakings.

June 17, 2025



Kim Schultz
Executive Director

Attachments: Agreements

SECOND NOTICE CHANGES

Agency: Department of Financial and Professional Regulation

Rulemaking: Illinois Professional Land Surveyor Act of 1989 (68 Ill. Adm. Code 1270; 49 Ill. Reg. 2621)

Changes:

1. In line 36, change "2105-15(7)" to "2105-15(a)(7)".
2. In line 622, after the period add "(See Section 10(b) of the Act.)".
3. In line 661, delete the added text and reinstate the period.
4. In line 662, change "as a professional design firm" to "Professional~~as a professional~~ design firms~~firm~~".
5. In line 664, delete ".)".
6. Change lines 930-931 to:
 - "4) There is no fee to change the name of a professional design firm within the same business entity type; however, there is a \$25 fee to change the business entity type of an existing professional design firm."
7. In lines 941-944, italicize the subsection text.
8. In line 944, after the period add "[225 ILCS 330/36.1]".
9. Change lines 950-965 to:
 - "3) The fees imposed by this Section are in addition to any other discipline provided under the Act for unlicensed practice or practice on a nonrenewed license. The Division will notify the person that fees shall be paid to the Department by certified check or money order within 30 calendar days after the notification.
 - 4) If, after the expiration of 30 days after the date of the notification, the person has failed to submit the necessary remittance, the Division will automatically terminate the license or certificate or deny the application without hearing.
 - 5) If, after termination or denial, the person seeks a license or certificate, the person shall apply to the Division for restoration or issuance of the license or certificate and pay all fees due to the Department. [225 ILCS 330/36.1]".

10. In line 972, after the period add “(See Section 36.1 of the Act.)”.
11. Change lines 1145-1146 to “requirements of 68 Ill. Adm. Code~~Section 1130.400~~ and Section 2105-15.5 of the Civil Administration Code of Illinois (Department of Professional Regulation Law) [20 ILCS 2105]. A licensee completing a course on sexual harassment prevention”.
12. In line 1203, strike “Two” and add “2”.
13. In line 1286, strike “may” and add “shall” and strike “foregoing”.
14. In line 1287, after “requirements” add “of this Section”.
15. In line 1293, strike “continuing education hours” and add “PDHs”.
16. In line 1317, strike “may” and add “will”.
17. In line 1330, strike “application” and add “request for a waiver”.

(kk)

(6/20/25)