



YOU'VE TAKEN AN NCEES EXAM... GREAT! NOW WHAT?

1. A grade notice will be posted to your NCEES account once NCEES scores the examination.
2. If you **FAILED** the examination, you must re-register with NCEES to sit for the next available exam.
3. If you **PASSED** the examination, please refer to the appropriate section below.
4. If you have questions, please contact the Department at 217-524-3210 or FPR.DesignUnit@Illinois.gov
5. Pursuant to recent changes in the Rules for the administration of the Illinois SE Act, all applicants are authorized to register and sit for the FE and/or SE exam without pre-approval by the Board; however, you must meet the requirements in effect at the time when you apply for enrollment or licensure.

ENROLLMENT AS A STRUCTURAL ENGINEER INTERN (SEI)

Requirements and application for the SEI are available below:

Applicants with a U.S. SSN or TIN: [Online Application](#)

Applicants without a U.S. SSN or TIN: [Paper Application](#)

Note - before applying, if you were previously pre-approved by the SE Board on January 1, 2020 through now, please email our office to see if your application is still active.

Once our office receives the required items as applicable to your situation, the application will be reviewed by the Board and when approved, your enrollment application will be completed. At which point, you should receive an email from the Department containing a download link for your Illinois SEI Certificate.

ILLINOIS STRUCTURAL ENGINEER LICENSE

Requirements and application for the Structural Engineer license are available below:

Applicants with a U.S. SSN or TIN: [Online Application](#)

Applicants without a U.S. SSN or TIN: [Paper Application](#)

Note - before applying, if you were previously pre-approved by the Board on January 1, 2020 through now, please email our office to see if your current application is still active.

Once our office receives the required items as applicable to your situation, the application will be reviewed by the Board and when approved, your application will be completed. At which point, you should receive an email from the Department containing a download link for your Illinois SE license.

See page two for license application information.

Important information once licensed.

- All Structural Engineer licenses expire on November 30th of even-numbered years, regardless of issuance date.
- You are exempt of the CE requirement for your initial renewal.
- It is your responsibility to update your contact information including email address with the Department to ensure that you receive all courtesy renewal email reminders and other notifications.
- We highly recommend that you review the Code Enforcement Manual as it will provide a sample of what your Illinois license seal/stamp should look like and other useful information regarding your profession.
- **You may access the manual here:**
<https://idfpr.illinois.gov/content/dam/soi/en/web/idfpr/dpr/design-code-manual.pdf>