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# Texas Board of Professional Engineers and Land Surveyors

1917 S. Interstate 35, Austin, Texas 78741
(512) 440-7723, FAX (512) 442-1414

# Application for Inactive Status

In accordance with the Texas Engineering Practice Act and board rules, a licensed engineer who meets the criteria specified in the statute can be granted the title “Professional Engineer (Inactive)”. Review board rule §§137.1, 137.13.

**Important Conditions of Inactive Status:**

* A license holder claiming inactive status may use any term allowed for an active license holder followed by the term “Inactive” on business cards, stationary and other forms of correspondence.
* A license holder on inactive status may not practice engineering, nor use his/her seal, except to act as a reference for a license applicant.
* A licensee holder on inactive status must pay an annual fee of $40 if the license is in good standing and fees are current. Penalties and back fees are applicable if license is delinquent.
* A license holder on inactive status is not required to comply with the continuing education requirements adopted by the Board or comply with the criminal history record check requirements.
* Violation of the inactive status is subject to disciplinary action by the board.
* A registered sole proprietorship or firm requires at least one active licensed engineer. Changing to Inactive Status may change the status of your firm or sole proprietorship.

## Personal Information

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| --- | --- | --- | --- |
| PE Number: |       | Last 4 of SSN: |       |
| Name: |       |
| Address and Address 2 |       |
| City, State and Zip Code: |       |
| Phone: |       |
| Email: |       |
|  |
| [ ]   | I am not a sole proprietor or Engineer of Record for a registered firm. |
| [ ]   | I am a sole proprietor of the following registered firm: |       |
| [ ]   | I attest I have not practiced engineering in the state of Texas since my license lapsed. |
| [ ]  | I am an Engineer of Record for the following registered firm: |       |

***Please update your employer information if needed at*** [***https://pels.texas.gov/echo***](https://pels.texas.gov/echo)

I have read the rules regarding Inactive Status and wish to apply for Inactive Status. I understand that should I decide to practice engineering in the future, I will be required to apply for reactivation of my license. I will be required to meet the reactivation criteria and pay all applicable fees at the time of application.

Signature: Date: