

**ALABAMA STATE BOARD OF REGISTRATION FOR  
PROFESSIONAL ENGINEERS AND LAND SURVEYORS  
ADMINISTRATIVE CODE**

**CHAPTER 330-X-7  
REFERENCES**

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**330-X-7-.01      Statement Of Policy.**

References are those individuals who should have personal knowledge of an applicant and who are able to issue judgments concerning an applicant's experience, ability, character, and reputation.

(1) The applicant should give serious attention to the selection of references.

(2) The licensed professional engineers or licensed professional land surveyors under whose direct control and personal supervision the applicant has worked should normally be named as references.

(3) Any Board Member may request a Board Member, a staff employee or others to make an independent inquiry or investigation of the applicant's qualifications and report the findings.

(4) Additional references may be required by the Board.

**Author:** Alabama State Board of Registration for Professional Engineers and Land Surveyors

**Statutory Authority:** Code of Ala. 1975, §34-11-35.

**History:** Filed September 22, 1982. **Amended:** Filed March 5, 1990. **Amended:** Filed September 13, 1994; effective October 18, 1994. **Amended:** Filed May 13, 1996; effective June 17, 1996.

**Amended:** Filed September 23, 1998; effective October 28, 1998.

**Amended:** Filed June 22, 2012; effective July 27, 2012.

**330-X-7-.02      References.**

(1) The applicant shall furnish on the application for licensure five reference names, their contact information, and if licensed, the jurisdictions in which they are licensed.

(2) If applying for engineer licensure, a minimum of three of the five references must be currently licensed professional engineers qualified to evaluate the applicant's engineering training and experience.

(3) If applying for land surveyor licensure, a minimum of three of the five references must be currently licensed professional land surveyors qualified to evaluate the applicant's land surveying training and experience.

(4) All references should know the applicant personally and should be able to issue judgments concerning the applicant's experience, ability, character and reputation.

(5) Accurate statements of fact from responsible references covering the applicant's experience are necessary.

(6) A current member of the Board cannot serve as a reference for an applicant.

(7) The Board may find it necessary to correspond directly with a reference to seek clarification or amplification of the reference's responses on the form submitted. If the reference fails or declines to furnish the necessary information within a reasonable time, all information submitted by that reference may be disregarded in consideration of the application involved.

(8) It is the responsibility of the applicant to have the reference forms completed by references. See Rule 330-X-3-.01(4).

**Author:** William R. Huett (Executive Director), Bonnie Kelly

**Statutory Authority:** Code of Ala. 1975, §§34-11-5, 34-11-35.

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**Amended:** Filed August 5, 2015; effective September 9, 2015.

**Amended:** Published November 30, 2022; effective January 14, 2023.

**330-X-7-.03      Confidentiality Of Reference Replies.**

Replies received from references regarding the qualifications of an applicant shall be included as records which do not constitute public records as provided for in Rule 330-X-1-.11, and such replies will be held confidential. The source and character of this information shall remain confidential unless disclosure is required by law.

**Author:** Alabama State Board of Registration for Professional Engineers and Land Surveyors

**Statutory Authority:** Code of Ala. 1975, §34-11-35.

**History:** Filed September 22, 1982. **Amended:** Filed September 23, 1998; effective October 28, 1998. **Amended:** Filed June 22, 2012; effective July 27, 2012.