

Tips on Renewing your Indiana PE License

Vincent P. Drnevich, P.E., Ph.D.

April 17, 2018

Thanks to: Amy Hall, PE Board Director, Indiana Professional Licensing Agency

You have received or will shortly receive an E-mail message that looks like this one.

After reading the Renewal Information, click on this box.

Professional Licensing Agency
402 West Washington Street
Room W072
Indianapolis, IN 46204



Eric J. Holcomb
Governor of Indiana
Deborah J. Frye
PLA Executive Director

To: Current Professional Engineer licensees
From: State Board of Registration for Professional Engineers
Date: April 17, 2018
Subject: Engineer Licenses Expire 7/31/2018!

Renewal Information

- The PLA [online renewal service](#) is quick and available 24/7 with a credit or debit card. Visa, MasterCard, and Discover are all accepted forms of payment.
- The professional engineer renewal fee is \$100.00. Additional online processing fees apply.
- **Create your login credentials using the Register a Person option on the [MyLicense webpage](#).**
- Please review all questions carefully as they may have changed since the previous renewal.
- Review [continuing education requirements](#) prior to license renewal to ensure you are in compliance with all rules and regulations.
- Please make sure your email address and phone number are up-to-date before submitting the renewal.
- License cards may be purchased [online](#) after your renewal has been processed for \$13.77. You may also print your own card for free. Please ensure your license has been updated before order a card by using the [Search and Verify](#) page.
- Paper renewals may be printed from the [Board webpage](#) and must be mailed to the Board. Please allow 4 weeks for processing of paper renewal applications.
- Online renewals submitted after 7/31/2018 at 11:59 p.m. EST will be assessed a \$50.00 late fee and online processing fees. Paper renewals postmarked after 7/31/2018 will only be assessed a \$50.00 late fee.
- You may contact the State Board of Registration for Professional Engineers by email at pla10@pla.in.gov or visit us on the [web](#).

Renew Now!

First, you will be required to log in OR "register" to create an account.

Menu

Register a Person

Register a Business

Welcome to Indiana Online Licensing

Please enter your User ID and Password below, then click Login. If you don't know your User ID and Password click on the Register a Person or Register a Business links on the left menu to register.

The User ID and Password fields are both case sensitive.

User Id:
Password:

Login

Click [here](#) if you have forgotten your password.

Click [here](#) if you have forgotten your User ID.

Typ. PE license No. is User Id. Most people are not registered. Must register first.

Menu

Login Page

Person Search

Business Search

Search for Existing Person Record

To see if you already have a record in the Indiana Licensing Database, please enter information into **at least two (2) fields** below and click Search. The Registration Code can be found on the renewal notice sent by the agency.

If you do not find a record, you will be prompted to create a new registration.

If you are the owner of a licensed business or facility and wish to register to maintain your business records, click [here](#) to continue.

License Number:
ex. 28000000A or PE00000001

Birth Date:
MM/DD/YYYY

SSN:
ex. 123456789

Registration Code:

Use these two

Menu

Login Page

Person Search

Business Search

Search for Existing Person Record

To see if you already have a record in the Indiana Licensing Database, please enter information into at least **two (2) fields** below and click Search. The Registration Code can be found on the renewal notice sent by the agency.

If you do not find a record, you will be prompted to create a new registration.

If you are the owner of a licensed business or facility and wish to register to maintain your business records, click [here](#) to continue.

License Number:
ex. 28000000A or PE00000001

Birth Date:
MM/DD/YYYY

SSN:
ex. 123456789

Registration Code:

Registration

Your record has been found. Please enter a User ID, Password, Password Question, and Password Answer to complete your Registration.

Name

Name Prefix:	<input type="text"/>	Birth Date:	<input type="text"/>
First Name:	<input type="text" value="Vincent P."/>	SSN:	<input type="text"/>
Middle Name:	<input type="text"/>	Gender:	<input type="text" value="Male"/>
Last Name:	<input type="text" value="Drnevich"/>	Citizenship Status:	<input type="text" value="Select"/>
Name Suffix:	<input type="text"/>	Military Status:	<input type="text"/>

Address

Country:	<input type="text" value="United States"/>	Phone:	<input type="text" value="7654970511"/>
Line 1:	<input type="text"/>	Fax:	<input type="text" value="7654180961"/>
Line 2:	<input type="text" value="3309 Elkhart Street"/>	Email:	<input type="text" value="drnevich@purdue.edu"/>
City:	<input type="text" value="West Lafayette"/>		
State:	<input type="text" value="IN"/>		
ZipCode:	<input type="text" value="479061161"/>		

User ID

User ID*
ex. jsmith

Password*
Minimum 6 characters

Confirm Password*

Password Question:
ex. Favorite color?

Password Answer:
ex. Blue

Only need to fill these boxes

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Login Page

Person Search

Business Search

Registration Success

Please login below with the User ID and Password you just created.

User ID:

Password:

Login

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Initial Application
Renew License
Order License Card
Mailing Address Update
CE Provider Course Entry
License Update
Logout

Licensing Home Page

The list below includes all licenses currently held and any pending applicaitons. To renew a license, click the **Renew License** link on the left. Use the **View Checklist** link on any available license or application to determine what items are needed for completion of an application.

Name & Address

Vincent P. Drnevich
 3309 Elkhart Street
 West Lafayette, IN 479061161

Licenses

Professional Engineer	View Checklist	Documents			
Profession: Engineer Board	License Number:	PE60920172	License Status:	Active	
Secondary Type:	Issue Date:	4/23/1992	Expiration Date:	7/31/2018	

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License Home Page

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Application for License Renewal

Select the license you would like to submit a renewal application for from the list below. If you have multiple renewable license, you can only submit one renewal application at a time. Complete the process for each license you would like to renew.

Renewable Licenses

Professional Engineer		Continue			
Profession:	Engineer Board	License Number:	PE60920172	License Status:	Active
Issued:	4/23/1992	Expiration Date:	7/31/2018	Renewed To: Active	
Req. CE Credits:		CE Audit:			

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- DEMOGRAPHICS*
- LICENSE STATUS*
- QUESTIONS*
- Finish

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[Logout](#)

MyLicense Online Renewals

IMPORTANT NOTE: EACH REGISTRANT SHOULD COMPLETE HIS OR HER OWN RENEWAL -- You should not have an office manager or another person process your renewal. You are responsible for how the questions are answered.

- Your **Professional Engineer** registration **expires 7/31/2018**, and must be renewed by then to remain in good standing.

The **total fee** to renew your registration active or inactive is **\$105.57 (\$100.00 Renewal Fee + \$5.57 in processing fees.)**

- An additional **\$50.00 late fee** will be applied to renewals after the expiration. There is no fee to change to renew Retired. An individual who continues to practice with an expired registration may be subject to disciplinary action.

Continuing Education: If you have not completed the required Continuing Education then you cannot renew as active. For questions regarding CE requirements, please visit our **Continuing Education Requirements** page.

Inactive & Retired Renewal: If you would like to renew to inactive or retired status you will select this status on the license status page of this renewal. If you are already Inactive, you can renew online here to that same status or retired status. If your registration is currently Inactive and you want to change your status to Active then email us using the link that follows: pla10@pla.in.gov.

- If you have any questions about your renewal, please contact us by email at pla10@pla.in.gov.

[Proceed to Demographics](#)

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- QUESTIONS*
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Mailing Address Information

Press the **Edit button** to edit this address. If no changes are necessary, press the **Complete button** to mark this step complete.

Full Name: Vincent P. Drnevich

Address:

3309 Elkhart Street
West Lafayette, IN 479061161

Phone: 7654970511

Email: drnevich@purdue.edu

Edit

Complete

Update Mailing Address

Update the information in the form below and press the **update button** to save the changes.

NOTE: Required fields are marked with an asterisk (*).

Address

Country:	<input type="text" value="United States"/>	Phone:	<input type="text" value="7654970511"/> ex. 3015551212
Line 1:	<input type="text"/> ex. 123 Fourth St.	Fax:	<input type="text" value="7654180961"/> ex. 3015551212
Line 2:	<input type="text" value="3309 Elkhart Street"/> ex. Apt. 100	*Email:	<input type="text" value="drnevich@purdue.edu"/> ex. username@domain.com
*City:	<input type="text" value="West Lafayette"/> Foreign Addresses: Enter city, region, postal code		
*County:	<input type="text" value="Tippecanoe"/>		
State:	<input type="text" value="IN"/>		
*ZipCode:	<input type="text" value="479061161"/> ex. 02705 or 027051234	<input type="button" value="Get City from Zip"/>	

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DEMOGRAPHICS*

License Status

QUESTIONS*

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Select License Status

To change your license status as part of the renewal, select the new status in the box below. Otherwise, leave the selected status and click **Complete** to continue.

- **Inactive** - Not required to complete CE, but must continue to renew biennially to avoid becoming Inactive/Expired.
- **Retired** - Not required to complete CE. Will remain in a status of 'Retired' indefinitely and will not be contacted for renewal biennially.

Status: Active ▼

Complete

Once you've created your account, you go to this page to renew.

Question Section

Positive Response Section

Attestation Section

MyLicense e-government
State of Indiana
enabling responsive government

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Renewal Questions

Please review all questions carefully as they may have changed since the previous renewal. All questions must be answered for your renewal to be processed.

Questions	Answers
1.) Since you last renewed, has any professional license, certificate, registration, or permit you hold or have held been disciplined or are formal changes pending in any state or U.S. territory?	Please Choose ▼
2.) Since you last renewed, have you been denied a license, certificate, registration, or permit in any state or U.S. territory?	Please Choose ▼
3.) Since you last renewed, and except for minor violations of traffic laws resulting in fines and arrests or convictions that have been expunged by a court, have you been arrested, entered into a diversion agreement, been convicted of, pled guilty to, or pled nolo contendere to any offense, misdemeanor, or felony in any state or U.S. territory?	Please Choose ▼
4.) Continuing Education: Have you completed the required continuing education to renew your license? (see CE requirements below for more information)	Please Choose ▼
5.) Continuing Education: Have you completed continuing education of at least one (1) hour in ethics and at least one (1) hour in Indiana statutes and rules applicable to the practice of engineering as required by 864 IAC 1.1-15-37?	Please Choose ▼
Citizenship Status: You should only indicate one "Yes" response to the statement below.	
Pursuant to IC 12-32-15 and IC 12-32-1-6, I swear under the penalty of perjury that:	
I am a United States Citizen	Please Choose ▼
I am a Qualified Alien as defined under 8 U.S.C. 1641	Please Choose ▼

Positive Response Information

If you answered positively to any question regarding discipline or legal action, please provide a statement and documentation for each response.

- Email: pla10@pla.in.gov
- Fax: 317.233.4236
- Mail: Indiana Professional Licensing Agency
Attn: State Board of Registration for Professional Engineers
402 W. Washington St., Room W072
Indianapolis, IN 46204

Please include your license number, name and Positive Response in all correspondence.

Your renewal cannot be processed until the statement is received. Upon review of the submitted information, the Board may request additional documentation.

Attestation

By clicking the Confirm button you hereby swear or affirm under the penalties of perjury that you understand and have met the continuing education requirements for renewal, understand the State Board of Registration for Professional Engineers statutes and rules and have answered the questions truthfully to the best of your knowledge.

Confirm

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Question Section

Renewal Questions

Please review all questions carefully as they may have changed since the previous renewal. All questions must be answered for your renewal to be processed.

Please Choose No or Yes

Questions	Answers
1.) Since you last renewed, has any professional license, certificate, registration, or permit you hold or have held been disciplined or are formal charges pending in any state or U.S. territory?	Please Choose ▼
2.) Since you last renewed, have you been denied a license, certificate, registration, or permit in any state or U.S. territory?	Please Choose ▼
3.) Since you last renewed, and except for minor violations of traffic laws resulting in fines and arrests or convictions that have been expunged by a court, have you been arrested, entered into a diversion agreement, been convicted of, pled guilty to, or pled nolo contendere to any offense, misdemeanor, or felony in any state or U.S. territory?	Please Choose ▼
4.) Continuing Education: Have you completed the required continuing education to renew your license? (see CE requirements below for more information)	Please Choose ▼
5.) Continuing Education: Have you completed continuing education of at least one (1) hour in ethics and at least one (1) hour in Indiana statutes and rules applicable to the practice of engineering as required by 864 IAC 1.1-15-3?	Please Choose ▼
Citizenship Status: You should only indicate one 'Yes' response to the statement below.	
Pursuant to IC 12-32-15 and IC 12-32-1-6, I swear under the penalty of perjury that:	
I am a United States Citizen	Please Choose ▼
I am a Qualified Alien as defined under 8 U.S.C. 1641	Please Choose ▼

Any "Yes" answers here are considered "Positive Response Questions"

Continuing Education Questions

Only answer one of these two questions

“Positive Response” Information

Positive Response Information

If you answered positively to any question regarding discipline or legal action, please provide a statement and documentation for each response.

- **Email:** pla10@pla.in.gov
- **Fax:** 317.233.4236
- **Mail:** Indiana Professional Licensing Agency
Attn: State Board of Registration for Professional Engineers
402 W. Washington St., Room W072
Indianapolis, IN 46204

Please include your license number, name and **Positive Response** in all correspondence.

Your renewal cannot be processed until the statement is received. Upon review of the submitted information, the Board may request additional documentation.

Attestation Section

Attestation

By clicking the **Confirm button** you hereby swear or affirm under the penalties of perjury that you understand and have met the continuing education requirements for renewal, understand the State Board of Registration for Professional Engineers statutes and rules and have answered the questions truthfully to the best of your knowledge.



Confirm



Click on this button to move to the next section.

Renewal Summary

Press to Pay Fee

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- LICENSE STATUS*
- QUESTIONS*
- Finish

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Renewal Summary

Please review the information carefully to ensure it is correct. You may go back to any step in this process by clicking the corresponding link on the left.

When you have verified all information, click the **pay fees** button to pay all applicable fees and submit your application.

Licenses

Professional Engineer					
Profession:	Engineer Board	License Number:	PE60920172	License Status:	Active
Issued:	4/23/1992	Expiration Date:	7/31/2018	Renewed To:	Active
Req. CE Credits:		CE Audit:			

Address Changes

Name: Vincent P. Drevich

Licensee Address:

3309 Elkhart Street
West Lafayette, IN 479061161
drnevich@purdue.edu
7654970511

Question Responses

Question	Answer
1.) Since you last renewed, has any professional license, certificate, registration, or permit you hold or have held been disciplined or are formal charges pending in any state or U.S. territory?	N
2.) Since you last renewed, have you been denied a license, certificate, registration, or permit in any state or U.S. territory?	N
3.) Since you last renewed, and except for minor violations of traffic laws resulting in fines and arrests or convictions that have been expunged by a court, have you been arrested, entered into a diversion agreement, been convicted of, pled guilty to, or pled nolo contendere to any offense, misdemeanor, or felony in any state or U.S. territory?	N
4.) Continuing Education: Have you completed the required continuing education to renew your license? (see CE requirements below for more information)	Y
5.) Continuing Education: Have you completed continuing education of at least one (1) hour in ethics and at least one (1) hour in Indiana statutes and rules applicable to the practice of engineering as required by 864 IAC 1.1-15-3?	Y
Citizenship Status: You should only indicate one 'Yes' response to the statement below.	
Pursuant to IC 12-32-15 and IC 12-32-1-6, I swear under the penalty of perjury that:	
I am a United States Citizen	Y
I am a Qualified Alien as defined under 8 U.S.C. 1641	N

Survey Responses

No data available

Bond Information

No data available

Attribute Licenses

Attribute	Obtained By Method	Selected	Renew?
No items found.			

To complete this renewal, click the **Pay Fees** button. If any information is incorrect, please go back and make any necessary corrections.

Pay Fees

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Fees

License Number	License Type	Description	Fee Amount
PE60920172		Renewal Fee	\$100.00

[Pay Fees](#)

Enter your credit card information.

Required field

Card Type

Discover ▼

Only Discover, Mastercard, and Visa accepted.

Card Number (####-####-####-####)

- - -

Expiration Date (MM/YYYY)

submit

reset

Carefully review the information below for accuracy. Click the "edit" button to make changes. If an "edit" button is not provided, changes are not permitted.

Payer Information ?

Vincent P. Drnevich Vincent P. Drnevich

3309 Elkhart Street
West Lafayette, IN 479061161

Phone: 765-497-0511

Email: drnevich@purdue.edu

edit

Account Information ?

4XXXXXXXXXXXX7903

edit

Transaction Details

Description	Unit Price	Quantity	Extended Price
Renewal Fee	\$100.00	1	\$100.00
Enhanced Access Fee	\$2.50	1	\$2.50
Instant Access Fee	\$3.07	1	\$3.07
Total :			\$105.57

I understand that the following amount will be charged to my credit card. My credit card statement will show the following merchant name(s) and amount(s) for this transaction.

Merchant	Amount
State of IN www.IN.gov 800-236-5446	\$105.57

The total amount charged to your credit card will be **\$105.57**. Your transaction will not be complete until you agree to it by clicking *I agree*.

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Renewal Submitted

Your renewal has been submitted and all fees have been applied to your credit card. Please print this page as your proof of submission and receipt of payment.

To renew another license, click the License Home Page link on the left menu.

Renewal Information

Date Submitted:	17 April 2018
Applicant Name:	Vincent P. Drnevich
License Number:	PE60920172
Agency:	HPB
Process:	Renew License process

Payment Information

Authorization Code:	06790C
Received Date:	4/17/2018 4:36:02 PM
Transaction #:	87084840
Credit Card Number:	XXXX XXXX XXXX 7903
Fee Amount:	\$100.00
Service Fee:	\$2.50
Instant Fee:	\$3.07
Total Fee:	\$105.57

[Print Receipt](#)

That is all there is to it!

- For help, send e-mail to pla10@pla.in.gov
- Share this file with colleagues who are doing renewals.

Good luck,

Vince Drnevich