



Required Education Evidence Fundamentals of Surveying Exam

You are required to provide the Board evidence of meeting the education requirements in [Minnesota Rules 1800.3505, Subp. 2](#) and [Subp.4](#).

Read below to determine what you must provide to the Board, based upon your education. Official transcripts and education evaluations must be sent **directly to the Board from your education institution or the evaluator** either via email to aelslagid@state.mn.us or by mail.

It is your responsibility to request the necessary documents from your institution/evaluator.

All transcripts must be in English or accompanied by literal English translations by a certified translation service.

EDUCATION	EVIDENCE REQUIRED
If you are currently enrolled in a US baccalaureate (four-year) degree program from an accredited institution: *After passing the exam, to meet the education requirements for Land Surveying-in-Training designation, you must submit final, official transcript(s) as described below.	Submit unofficial transcripts. Either MUST show your name, the name of the college/university and total credits. Note: Student audit reports, student progress reports, grade sheets and student course listings are NOT “unofficial transcripts.” Mail or email using the contact information above. You must be within 32 semester credits or 48 quarter credits of graduation. If your degree program is not a four-year land surveying curriculum, you must also provide transcripts showing completion of 11 semester or 16 quarter credits in any of the land surveying categories specified in <u>Minnesota Rules 1800.3505, Subp. 4, items A-K</u>. *
If you have graduated from a US baccalaureate degree program in land surveying from an accredited institution:	Submit final, official transcript(s). The transcript(s) must be sent directly from the institution to the Board either via email to aelslagid@state.mn.us or by mail.
If you have graduated from a US baccalaureate degree program from an accredited institution but the curriculum was not a 4-year land surveying degree:	Submit final, official transcript(s) of all credits from all colleges, universities and/or technical schools attended, including non-degree coursework in land surveying necessary to document completion of a minimum of 22 semester or 32 quarter credits in land surveying divided among at least six of the categories in <u>Minnesota Rules 1800.3505, Subp. 4, items A-K</u>. The transcript(s) must be sent directly from the evaluation service to the Board either via email to aelslagid@state.mn.us or by mail.
If you have graduated from a foreign baccalaureate or higher degree program:	In addition to submitting official transcripts as described above, you must obtain an education evaluation or have an official copy of an existing evaluation sent to the Board. Contact: NCEES Credentials Evaluations 200 Verdae Boulevard, Greenville, SC 29607 Phone: (800) 250-3196 https://ncees.org/ The evaluation must be sent directly from the evaluation service to the Board either via email to aelslagid@state.mn.us or by mail.

Additionally, you must provide coursework details as part of the online application form.

Your application is considered incomplete without it.

**Incomplete applications expire 6 months from the date of submission
(or the Board application due date, whichever comes first).**