Applicant: Complete items #1 through #5 then forward this form to one of the following: a licensed Professional Engineer, the dean, or his dean’s designee, of the engineering school attended by the applicant or an immediate work supervisor. The individual providing this reference must have known you within the last five years (from the date of this application) and for at least one year. One references is required.

Reference: Complete all questions listed in the ‘Reference’ section. Return the completed form to the applicant for inclusion with their application package. Your prompt response is appreciated.

1. Applicant’s Full Legal Name (As it appears on your government issued ID or other legal documentation.)
   Last (required)   First (required)   Middle   Generation

2. Provide one of the following identification numbers:
   [ ] Social Security Number or [ ] Virginia DMV Control Number

3. Mailing Address (PO Box accepted)
   _____________________________________________________________
   City ___________________________________________ State ______ Zip Code _______

4. Contact Numbers
   Primary Telephone ______________________ Alternate Telephone ______________________

5. Applicant’s Signature ___________________________ Date ______________________

REFERENCE SECTION

This reference can only be completed by a licensed professional engineer, the dean, or the dean’s designee, or a department professor, of the engineering school attended by the applicant or an immediate work supervisor.

6. Reference’s Name ___________________________

7. Reference’s Contact Numbers
   Primary Telephone ______________________ Alternate Telephone ______________________

8. Reference’s Email Address ___________________________
   (Email address will only be used for communication from the Board staff.)

9. License Information (If applicable):
   State/Jurisdiction ______________________ License Number ______________________ Expiration Date ____________

10. What is your business relationship to the applicant? ___________________________

11. Have you known or been associated with the applicant within the last 5 years?
    No [ ] Yes [ ]
    If yes, have you known the applicant for at least one year? No [ ] Yes [ ]

12. In your opinion, is the applicant competent in the practice of engineering?
    No [ ] Yes [ ] If no, give a brief description below:
    ___________________________

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13. In your opinion, is the applicant of good moral character?
   No □ If no, give a brief description below:
   Yes □

14. Does the applicant exhibit integrity in the practice of engineering?
   No □ If no, give a brief description below:
   Yes □

15. Additional Comments

16. I certify, to the best of my knowledge, all information provided on this form is true and accurate.

Reference's Signature ___________________________ Date ____________