

## Chapter A-E 1

## REGISTRATION AND CERTIFICATION

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**A-E 1.001 Definitions.** (1) The terms “designer”, and “designer of engineering systems”, as used in these rules, means the holder of a current designer's permit granted by the examining board.

(2) Design services which may be performed by designers, within the meaning and intent of these rules, includes and is limited to the preparation of plans and specifications, and consultation, investigation and evaluation in connection with such preparation of plans and specifications, in the specific fields as provided for in s. A-E 1.20 of these rules.

*History:* Cr. Register, May, 1972, No. 197, eff. 6-1-72; am. (2), Register, June, 1977, No. 258, eff. 7-1-77.

**A-E 1.01 Approved curricula.** (1) The architects' section approves, in general, all curricula in architecture that are accredited by the national architectural accrediting board.

(2) The engineers' section shall approve all curricula in engineering that are accredited by the accreditation board for engineering and technology (ABET) or equivalent curricula.

*History:* 1-2-56; r. and rec., Register, April, 1967, No. 186, eff. 7-1-67; am. (1) and (2), Register, July 1968, No. 151, eff. 8-1-68; am. (1) and (2), Register, January, 1971, No. 181, eff. 2-1-71; am. (2), Register, March, 1984, No. 339, eff. 4-1-84; am. (2), Register, January, 1986, No. 361, eff. 2-1-86.

**A-E 1.02 Applications for registration, certification, or permits.** (1) Application blanks will be furnished to applicants on request.

(2) The application of any applicant who has not complied with or given satisfactory reasons for not complying with a written request of the board within a period of one year shall be considered denied. If the applicant desires registration, certification, or a permit, after his applica-

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tion has been so denied, he must submit a new application and make payment of the required fees of a new applicant.

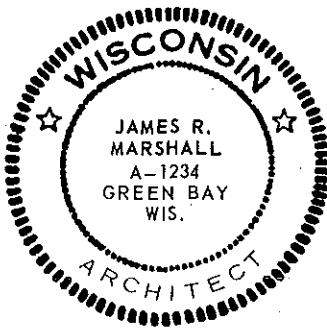
History: 1-2-56; am. (1) and (2), Register, January, 1971, No. 181, eff. 2-1-71.

**A-E 1.03 Issuance of certificate.** The date of registration and date of issuance of a certificate is the date registration is granted by the board to the applicant unless a later date is established by the board.

History: 1-2-56; am. Register, April, 1981, No. 304, eff. 5-1-81.

**A-E 1.04 Registration seals.** (1) Each registrant, as an architect, engineer or land surveyor as well as every designer holding a permit, shall provide himself with a seal that complies with the specifications of the board. The overall diameter of such seal shall not be smaller than the commercially designated 1 5/8 inches, nor shall it exceed the commercially designated 2 inches.

(2) (a) Such seal shall contain the registrant's name, registration number and city. The following designs have been adopted:



(b) Seals obtained prior to the adoption of this rule and which are in conformance with prior board rules are acceptable.

(3) Rubber stamps, identical in size, design and content with the approved seals may be used by the registrant at his option.

registration, the land surveyors' section will consider work in all areas of land surveying, including, but not limited to, any of the following:

- (1) Relocation of lost and obliterated corners;
- (2) Subdivision of sections;
- (3) Resurveys;
- (4) Preparation and filing of certified survey maps and subdivision plats;
- (5) Writing and interpretations of land descriptions.
- (6) Experience in areas of work relating to land surveying such as those described in ss. A-E 1.18 (2) and 1.70 (5) providing that the applicant has at least one-half of the experience required for registration in areas of land surveying defined in s. 443.01 (8), Stats., such as areas described in subs. (1) through (5) above and s. A-E 1.70 (1) through (4).

History: Cr. Register, March, 1973, No. 207, eff. 4-1-73; cr. (6), Register, August, 1974, No. 224, eff. 9-1-74; r. and recr. (6), Register, December, 1976, No. 252, eff. 1-1-77; am. (6), Register, August, 1978, No. 272, eff. 9-1-78; am. (6), Register, January, 1982, No. 313, eff. 2-1-82.

**A-E 1.195 Evidence of education, training and experience to accompany land surveyor applications.** (1) To be considered by the examining board, an applicant's submittal of an application showing education, training, and experience must include, as a minimum, the following:

- (a) Transcripts verifying applicant's education;
- (b) References from at least 3 individuals who shall have personal knowledge of the applicant's experience in land surveying;
- (c) A chronological history of the applicant's employment;
- (d) Additional data, exhibits or references showing the extent and quality of the applicant's experience in land surveying may be required by the section.

History: Cr. Register, June, 1977, No. 258, eff. 7-1-77.

**A-E 1.20 Designer permits, limitations.** (1) Permits for the design of engineering systems shall be issued in the following fields:

- (a) Heating, ventilation and air conditioning systems;
  - (b) Plumbing systems;
  - (c) Electrical systems; and
  - (d) Fire protection systems.
- (3) Permit numbers shall designate the fields to which permits are restricted.
- (4) Designers are restricted to performing such design services, as defined in s. A-E 1.001 (2) of these rules, in those fields in which they hold a permit, except as those services are exempted by ss. 443.14 and 443.15, Stats.

(5) Evidence of education, training and experience. To be considered by the examining board, an applicant's evidence of education, training and experience must include, as a minimum, the following:

(a) Transcripts or apprenticeship records verifying applicant's education and training;

(b) References from at least 5 individuals, 3 of whom shall have personal knowledge of the applicant's work involving the preparation of plans and specifications;

(c) A chronological history of the applicant's employment;

(d) Additional data, exhibits or references showing the extent and quality of the applicant's technological experience may be required by the section.

(6) A person who holds an industrial systems permit issued prior to January 31, 1985 may continue to renew the permit under s. 443.07 (6), Stats., until January 31, 1988.

**Note:** From April 1, 1971 to January 1, 1985, permits were issued in the field of industrial systems. The board determined in 1984 that it could not define the field of industrial systems and could not prepare an examination for the field of industrial systems. On the basis of this determination, the board has discontinued issuing new permits in the field of industrial systems.

**History:** Cr. Register, March, 1971, No. 183, eff. 4-1-71; cr. (4) and (5), Register, May, 1972, No. 197, eff. 6-1-72; r. (2), am. (3), (4), (5)(c) and (d), Register, June, 1977, No. 258, eff. 7-1-77; am. (4), Register, January, 1982, No. 313, eff. 2-1-82; am. (1) (c) and (d), r. (1) (e), cr. (6), Register, January, 1986, No. 361, eff. 2-1-86.

**A-E 1.50 Fees.** (1) **APPLICATION, EXAMINATION, CERTIFICATION AND RENEWAL FEES.** Fees for obtaining or renewing a license as an architect, professional engineer, designer or land surveyor are specified in s. 440.05, Stats.

(2) **MISCELLANEOUS FEES.** (a) The fee for obtaining a photocopy of any board record available to the public shall be 15¢ per page of material copied.

(b) The fee for obtaining a certified copy of any board record available to the public shall be \$2 plus 15¢ per page of material copied.

(c) The fee for obtaining a certificate showing a particular person to be licensed, the date of issuance, and type and status of license or a certificate showing no record of issuing a license to a particular person shall be \$3.00.

**Note:** Written confirmation (not in the form of a certificate) that a person is or is not licensed will be made without charge.

**History:** Cr. Register, May, 1972, No. 197, eff. 7-1-72; am. Register, March, 1973, No. 207, eff. 4-1-73; am. Register, June, 1976, No. 246, eff. 7-1-76; r. and recr. (2), Register, December, 1976, No. 252, eff. 1-1-77; r. and recr. (1), r. (2), renum. (3) to be (2), r. (2)(c) and renum. (2)(d) to be (2)(c), Register, August, 1978, No. 272, eff. 9-1-78.

**A-E 1.60 Denial of license.** (1) **DENIAL.** An applicant for license issued under the provisions of ch. 443, Stats., shall be denied a license if the applicant does not meet the standards or requirements for licensure set forth in ch. 443, Stats., or rules promulgated thereunder and may be denied a license if the applicant has been disciplined by the licensing authority of another state or if the applicant is guilty of any of the grounds for discipline in s. 443.11, Stats.

(2) **NOTICE.** Upon denial of an application for a license under (1), the board shall notify the applicant, stating the reason for denial, and that the applicant has the right to a hearing if written request is filed with the

board within 30 days after service of the notice of denial. Unless written request for hearing is made within the 30 day period, the applicant's right to a hearing is deemed waived.

(3) **SERVICE.** Service of the notice of denial may be made by mail addressed to the applicant at the latest address filed by the applicant in writing with the board. Service by mail is complete on the date of mailing.

(4) **HEARING.** If a hearing is requested by the applicant, the board shall conduct such hearing. Hearings under this section shall be conducted by one or more board members. Proceedings of the hearing shall be recorded by magnetic tape unless an alternative method for recording the proceedings is ordered by the board.

History: Cr. Register, June, 1976, No. 246, eff. 7-1-76; am. (1), Register, April, 1985, No. 352, eff. 5-1-85.

**A-E 1.70 Examples of land surveying services.** The term "land surveying" is defined in s. 443.01 (8), Stats. Specific examples of land surveying services within the statutory definition are set forth below. Examples of services not within the definition are listed in sub. (5).

(1) Services comprising the determination of the location of land boundaries and land boundary corners include, but are not limited to, the following services:

- (a) Retracement of property lines to determine length and bearing;
- (b) Reestablishing obliterated property lines;
- (c) Establishing, reestablishing or perpetuating survey monuments;
- (d) Preparing descriptions of real property from data acquired by field measurements.

(2) Preparation of maps showing the shape and area of tracts of land and their subdivisions into smaller tracts includes, but is not limited to, preparation of the following maps.

(a) Maps of sections or portions of sections or townships as established by the original public land survey and subdivisions of said sections in accordance with the manuals of surveying instructions by the federal government.

(b) Subdivision plats prepared in accordance with the Wisconsin Statutes or applicable local ordinances;

(c) Certified survey maps prepared in accordance with the Wisconsin Statutes or applicable local ordinances;

(d) Maps showing other divisions of land not controlled by statute or ordinance.

(3) Preparation of maps showing the layout of roads, streets and rights of way of same to give access to smaller tracts includes, but is not limited to, preparation of the following maps:

- (a) Certified survey maps;
- (b) Subdivision plats;

(c) Highway and railroad right-of-way maps.

(4) Preparation of official maps or tracts of land in this state includes, but is not limited to, preparation of the following maps:

(a) Surveys of existing parcels of land including retracement of original subdivisions of sections of land in the public land survey;

(b) Subdivision plats, certified survey maps and plats of other land divisions.

(5) "Land surveying services" do not include services such as:

(a) Construction staking for highways, roads, streets or similar projects within the boundaries of established rights of way;

(b) Topographic surveys;

(c) Control networks for aerial photography unless property lines are used for control;

(d) Building layout or construction surveys.

History: Cr. Register, August, 1978, No. 272, eff. 9-1-78; am. (intro.), Register, January, 1982, No. 313, eff. 2-1-82.