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# Illinois Statutes and Rules for Professional Engineers

by

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Illinois Statutes and Rules for Professional Engineers  
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Course Outline:

225 ILCS 325 "Statutes"

IAC Part 1380 "Rules"

Sign and Seal Requirements

Practice of Professional Engineering

Continuing Education

Helpful References

Examination



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**225 ILCS 325 “Statutes”**

Laws enacted by the Illinois legislature (aka Illinois General Assembly) are called Illinois Compiled Statutes (ILCS). The statutes are organized as follows:

ILCS

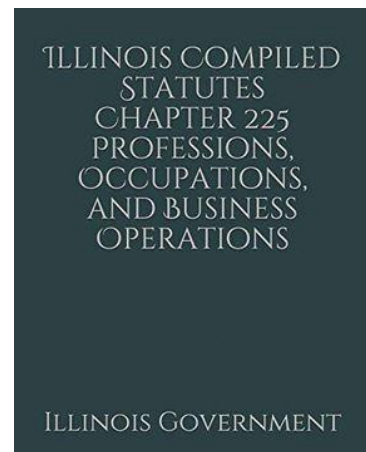
- **Category**
  - **Chapter**
    - **Subhead**
      - **Act**
        - **Section**
          - Paragraph

The statutes for professional engineers are in “225 ILCS 325” called “Professional Engineering Practice Act of 1989”. The organization is shown on the next page and below:

ILCS

- **Category: REGULATION**
  - **Chapter: 225 PROFESSIONS, OCCUPATIONS, AND BUSINESS OPERATIONS**
    - **Subhead: DESIGN AND CONSTRUCTION**
      - **Act: 325 Professional Engineering Practice Act of 1989**
        - **Sections: 1 to 49**

Statutes including the “Professional Engineering Practice Act of 1989” were enacted by the Illinois General Assembly and are periodically updated by laws that create, amend, or repeal statutory material. See the “Helpful Resources” section for the websites to view the latest statutes and rules.





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ILCS Categories:

GOVERNMENT  
EDUCATION

**REGULATION**

HEALTH AND SAFETY  
AGRICULTURE AND CONSERVATION  
TRANSPORTATION  
RIGHTS AND REMEDIES  
BUSINESS AND EMPLOYMENT

Regulation Chapters:

- 205 FINANCIAL REGULATION
- 210 HEALTH FACILITIES AND REGULATION
- 215 INSURANCE
- 220 UTILITIES
- 225 PROFESSIONS, OCCUPATIONS, AND BUSINESS OPERATIONS**
- 230 GAMING
- 235 LIQUOR
- 240 WAREHOUSE HUMAN NEEDS

225 Subheads:

- HEALTH
- SAFETY AND ENVIRONMENT
- DESIGN AND CONSTRUCTION**
- SERVICE AND SALES
- EMPLOYMENT
- FOOD AND AGRICULTURE
- NATURAL RESOURCES

Design and Construction Acts:

- 305 Illinois Architecture Practice Act of 1989.
- 310 Registered Interior Designers Act.
- 312 Elevator Safety and Regulation Act.
- 315 Illinois Landscape Architecture Act of 1989. (Repealed)
- 316 Landscape Architecture Registration Act.
- 317 Fire Sprinkler Contractor Licensing Act.
- 320 Illinois Plumbing License Law.
- 325 Professional Engineering Practice Act of 1989.**
- 330 Illinois Professional Land Surveyor Act of 1989.
- 335 Illinois Roofing Industry Licensing Act.
- 340 Structural Engineering Practice Act of 1989.
- 345 Water Well and Pump Installation Contractor's License Act.



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The following are all sections of 225 ILCS 325, with bold items being of particular importance for practicing professional engineers:

- 1 Declaration of public policy
- 2 Short title
- 3 Application of Act; exemptions
- 4 Definitions**
- 4.5 Address of record; email address of record
- 5 Powers and duties of the Department
- 6 Board
- 7 Powers and duties of the Board
- 8 Applications for licensure
- 8.5 Social Security Number on license application
- 9 Examinations
- 10 Minimum standards for licensure as professional engineer
- 11 Minimum standards for examination for enrollment as engineer intern
- 12 Educational credits or teaching as equivalent of experience
- 13 After graduation courses
- 14 Seal**
- 15 Technical submissions**
- 16 Display of license
- 17 Renewal, reinstatement, or restoration of license; persons in military service
- 17.5 Continuing education**
- 18 Inactive status
- 19 Endorsement
- 20 Fees
- 20.5 Returned checks; fines
- 20.10 Unlicensed practice; violation; civil penalty**
- 22 Advertising**
- 23 Professional design firm registration**
- 24 Grounds for disciplinary action**
- 25 Injunction; cease and desist order
- 26 Investigations; notice and hearing
- 27 Record of proceedings
- 27.5 Subpoenas; depositions; oaths
- 28 Compelling testimony
- 29 Hearing; motion for rehearing
- 31.5 Confidentiality
- 32 Hearing officer
- 33 Order or certified copy; Prima facie proof
- 34 Restoration from disciplinary status
- 35 Surrender of license
- 36 Temporary suspension of a license
- 37 Administrative review
- 41 Violation; political subdivisions...; construction without professional engineer**
- 44 Fund; appropriations; investments; audits
- 45 Illinois Administrative Procedure Act; application
- 46 Home rule
- 47 Practice of structural engineering or architecture**
- 48 Construction of Act; existing injunctions
- 49 All licenses and enrollments in effect on December 31, 1989.



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**IAC Part 1380 “Rules”**

Statutes often lack implementing details. The legislature delegates government rulemaking (regulatory) agencies to manage implementation and to work with the Illinois General Assembly to create additional rules to complement the statutes. The regulatory agency for professionals is the Illinois Department of Financial and Professional Regulation (IDFPR). Within IDFPR, the Division of Professional Regulations oversees professional engineers and structural engineers.



**IDFPR**  
**Illinois Department of  
 Financial and Professional Regulation**  
 Division of Professional Regulation

The additional rules are called the Illinois Administrative Code (IAC). IAC rules have the same force of law as ILCS statutes. The IAC is a collection of dozens of “titles”, each in a different area of government. Title 68 is “Professionals and Occupations”. Under Title 68, Part 1380 contains the rules for professional engineers and Part 1480 contains the rules for structural engineers. Professional engineering and structural engineering are considered different practices and are governed by different rules and boards.

IAC Part 1380 is entitled “The Professional Engineering Practice Act of 1989”. This is the same title as 225 ILCS 325 (with “The” added), which can result in confusion. The contents of IAC Part 1380 are different from, although complimentary to, 225 ILCS 325.

## ADMINISTRATIVE CODE

**TITLE 68: PROFESSIONS AND OCCUPATIONS**  
**CHAPTER VII: DEPARTMENT OF FINANCIAL AND PROFESSIONAL REGULATION**  
**SUBCHAPTER b: PROFESSIONS AND OCCUPATIONS**  
**PART 1380 THE PROFESSIONAL ENGINEERING PRACTICE ACT OF 1989**



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The contents of IAC Part 1380 are as follows with bold items being of particular importance for practicing professional engineers:

- 1380.210 - Approved Engineering Program
- 1380.220 - Definition of a Non-approved Program
- 1380.230 - Approved Experience
- 1380.242 - Application for Enrollment as an Engineer Intern by Acceptance of Examination
- 1380.250 - Application for Licensure as a Professional Engineer by Acceptance of Examination
- 1380.260 - Examination
- 1380.270 - Restoration
- 1380.275 - Fees
- 1380.280 - Endorsement
- 1380.285 - Inactive Status**
- 1380.290 - Professional Design Firm**
- 1380.295 - Seal and Signature Requirements**
- 1380.296 - Acts Constituting the Practice of Professional Engineering Pursuant to Section 4 of the Act**
- 1380.300 - Standards of Professional Conduct**
- 1380.305 - Professional Engineer Complaint Committee**
- 1380.310 - Renewals**
- 1380.320 - Granting Variances
- 1380.325 - Professional Development**

Ethics and Conduct

Section 1380.300 covers standards of professional conduct (aka ethics). The section is a copy of the 240.15 Rules for Professional Conduct from “Model Rules” by the National Council of Examiners for Engineering and Surveying (NCEES).



**NCEES**  
*advancing licensure for  
 engineers and surveyors*

MODEL RULES

January 2024



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### **Sign and Seal Requirements**

Illinois PE seal and signature requirements are found in 225 ILCS 325/14 and AIC 1380.295. Here are a few highlights that may differ from requirements in other states:

- Seal shall include name, license number, and "Licensed Professional Engineer of Illinois"
  - "Registered Professional Engineer of Illinois" may be used for reproducible stamps
- Sign, date and show expiration date adjacent to the seal (not over the seal)
- There is no seal size (diameter) requirement
- Acceptable forms of signatures:
  - Handwritten (hard copy)
  - Scan of handwritten signature (pdf or image)
  - Digital or electronic signature (third party validation not required)

The following is a copy-paste of the relevant statutes and rules:

#### **225 ILCS 325**

##### **Section 14. Seal.**

Every professional engineer shall have a reproducible seal, which may be computer generated, the imprint of which shall contain the name of the professional engineer, the professional engineer's license number, and the words "Licensed Professional Engineer of Illinois". Any reproducible stamp heretofore authorized under the laws of this State for use by a professional engineer, including those with the words "Registered Professional Engineer of Illinois", shall serve the same purpose as the seal provided for by this Act. The engineer shall be responsible for his or her seal and signature as defined by rule.

When technical submissions are prepared utilizing a computer or other electronic means, the seal may be generated by the computer. The licensee may provide, at his or her sole discretion, an original signature in the licensee's handwriting, a scanned copy of the technical submission bearing an original signature, or a signature generated by a computer.

The use of a professional engineer's seal on technical submissions constitutes a representation by the professional engineer that the work has been prepared by or under the personal supervision of the professional engineer or developed in conjunction with the use of accepted engineering standards. The use of the seal further represents that the work has been prepared and administered in accordance with the standards of reasonable professional skill and diligence.





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**AIC 1380.295 Seal and Signature Requirements**

a) Every licensed professional engineer shall have a reproducible seal or facsimile, which may be computer generated, the impression of which shall contain the name, the license number of the professional engineer, and the words "Licensed Professional Engineer of Illinois". A professional engineer shall seal all documents prepared by or under the direct supervision and control of the professional engineer. Any document that bears the name of a professional design firm, rather than bearing the name of the individual licensed professional engineer responsible for the document, shall be deemed an invalid seal. The individual licensee's written signature and date of signing, along with the date of license expiration, shall be placed adjacent to the seal. The licensee may provide, at his or her sole discretion, an original signature in the licensee's handwriting, a scanned copy of the document bearing an original signature, or a signature generated by a computer.

b) All technical submissions issued by a professional engineering firm, corporation, professional limited liability company, limited liability company or partnership are required to bear the corporate or assumed business name and design firm registration number, in addition to the seal requirements.

c) A suggested facsimile of the design and lettering of the seal is found in Section 1380.ILLUSTRATION A (below):



[Signature]  
 [Date Signed]  
 License Expires: [Date]



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**Practice of Professional Engineering**

The statutes and rules help define what is and what is not considered practicing professional engineering. The definition of “professional engineering practice” is item (o) in 225 ILCS 325 with several examples of areas of practice and disciplines.

The following is a copy-paste of the relevant statutes and rules:

**225 ILCS 325**

**Section 4. Definitions.**

(m) "Professional engineer" means a person licensed under the laws of the State of Illinois to practice professional engineering.

(n) "Professional engineering" means the application of science to the design of engineering systems and facilities using the knowledge, skills, ability and professional judgment developed through professional engineering education, training and experience.

(o) "Professional engineering practice" means the consultation on, conception, investigation, evaluation, planning, and design of, and selection of materials to be used in, administration of construction contracts for, or site observation of, an engineering system or facility, where such consultation, conception, investigation, evaluation, planning, design, selection, administration, or observation requires extensive knowledge of engineering laws, formulae, materials, practice, and construction methods. A person shall be construed to practice or offer to practice professional engineering, within the meaning and intent of this Act, who practices, or who, by verbal claim, sign, advertisement, letterhead, card, or any other way, is represented to be a professional engineer, or through the use of the initials "P.E." or the title "engineer" or any of its derivations or some other title implies licensure as a professional engineer, or holds himself or herself out as able to perform any service which is recognized as professional engineering practice.

Examples of the practice of professional engineering include, but are not limited to, transportation facilities and publicly owned utilities for a region or community, railroads, railways, highways, subways, canals, harbors, river improvements; land development; stormwater detention, retention, and conveyance, excluding structures defined under Section 5 of the Structural Engineering Practice Act of 1989; irrigation works; aircraft and airports; traffic engineering; waterworks, piping systems, sewers, sewage disposal works, storm sewer, sanitary sewer and water system modeling; plants for the generation of power; devices for the utilization of power; boilers; refrigeration plants, air conditioning systems and plants; heating systems and plants; plants for the transmission or distribution of power; electrical plants which produce, transmit, distribute, or utilize electrical energy; works for the extraction of minerals from the earth; plants for the refining, alloying or treating of metals; chemical works and industrial plants involving the use of chemicals and chemical processes; plants for the production, conversion, or



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utilization of nuclear, chemical, or radiant energy; forensic engineering, geotechnical engineering including, subsurface investigations; soil and rock classification, geology and geohydrology, incidental to the practice of professional engineering; geohydrological investigations, migration pathway analysis (including evaluation of building and site elements), soil and groundwater management zone analysis and design; energy analysis, environmental risk assessments, corrective action plans, design, remediation, protection plans and systems, hazardous waste mitigation and control, and environmental control or remediation systems; recognition, measurement, evaluation and control of environmental systems and emissions; control systems, evaluation and design of engineered barriers, excluding structures defined under Section 5 of the Structural Engineering Practice Act of 1989; modeling of pollutants in water, soil, and air; engineering surveys of sites, facilities, and topography specific to a design project, not including land boundary establishment; automated building management systems; control or remediation systems; computer controlled or integrated systems; automatic fire notification and suppression systems; investigation and assessment of indoor air inhalation exposures and design of abatement and remediation systems; or the provision of professional engineering site observation of the construction of works and engineering systems. In the performance of any of the foregoing functions, a licensee shall adhere to the standards of professional conduct enumerated in 68 Ill. Adm. Code 1380.300. Nothing contained in this Section imposes upon a person licensed under this Act the responsibility for the performance of any of the foregoing functions unless such person specifically contracts to provide it. Nothing in this Section shall preclude an employee from acting under the direct supervision or responsible charge of a licensed professional engineer.

**225 ILCS 325**

**Section 15. Technical submissions.**

(a) Technical submissions are the designs, drawings, and specifications that establish the scope of the professional engineering project, the standard of quality for materials, workmanship, equipment, and constructions systems, and the studies and other technical reports and calculations prepared in the course of the practice of professional engineering. All technical submissions prepared by or under the personal supervision of a professional engineer shall bear that professional engineer's seal, signature, and license expiration date. The licensee's written signature and date of signing, along with the date of license expiration, shall be placed adjacent to the seal.

(b) All technical submissions intended for use in the State of Illinois shall be prepared and administered in accordance with standards of reasonable professional skill and diligence. Care shall be taken to reflect the requirements of State statutes and, where applicable, county and municipal ordinances in such submissions. In recognition that professional engineers are licensed for the protection of the public, health, safety, and welfare, submissions shall be of such quality and scope, and be so administered, as to conform to professional standards.



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(c) No officer, board, commission, or other public entity that receives technical submissions shall accept for filing or approval any technical submissions relating to services requiring the involvement of a professional engineer that do not bear the seal and signature of a professional engineer licensed under this Act.

(d) It is unlawful to affix one's seal to technical submissions if it masks the true identity of the person who actually exercised responsible control of the preparation of such work. A professional engineer who seals and signs technical submissions is not responsible for damage caused by subsequent changes to or uses of those technical submissions where the subsequent changes or uses, including changes or uses made by State or local governmental agencies, are not authorized or approved in writing by the professional engineer who originally sealed and signed the technical submissions.

(e) The professional engineer who has contract responsibility shall seal a cover sheet of the technical submissions, and those individual portions of the technical submissions for which the professional engineer is legally and professionally responsible. The professional engineer practicing as the support design professional shall seal those individual portions of technical submissions for which the professional engineer is legally and professionally responsible.

**AIC 1380.296 Acts Constituting the Practice of Professional Engineering Pursuant to Section 4 of the Act**

- a) The term "technical submissions" is defined by the Board as including, but not limited to, documents submitted for approval to any authority having jurisdiction, and means designs, drawings and specifications that establish the standards of quality for materials, workmanship and equipment and the construction systems, studies and other technical reports prepared in the course of a design professional's practice.
- b) **Design/Build**  
The design/build project delivery process is a method whereby an entity signs a single contract to provide a combination of professional engineering and construction services.
- c) The design/build entity will not be required to register as a professional design firm pursuant to Section 23 of the Act only if the services in the design/build project delivery process are provided by the entity in accordance with the following:
  - 1) A professional engineer licensed or a professional design firm registered in Illinois independently contracts with the entity and participates substantially in all material aspects of the offering and providing of



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services relating to any bid process, contract negotiations, design, consultation, development, preparation and coordination of technical submissions, and verification of adherence to technical submissions and completion.

- 2) At the time of offering services, a written disclosure shall be given to the client by the entity identifying the licensed professional engineer who will be engaged by and is contractually responsible to the entity offering design/build project services.
  - 3) The entity agrees that the licensed professional engineer will have direct supervision of the professional engineering work and the engineering services will not be terminated on the project without immediate replacement by another licensed professional engineer mutually agreed to by the client and the entity.
- d) A design/build entity shall not offer to provide or provide professional engineering services, unless the design/build entity is an Illinois licensed professional engineer or professional design firm. Offering to provide professional engineering services shall include, but shall not necessarily be limited to, any tender of professional engineering services either independently or in combination with construction services by any sign, card, advertisement or other device that might indicate to the public that the entity is entitled to provide professional engineering services.



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## **Continuing Education**

### **Renewal**

Professional engineering licenses expire on November 30 of each **odd** year (2023, 2025, 2027, etc.). It is the responsibility of the licensee to renew via the IDFPR website: <https://idfpr.illinois.gov/renewals/defaultssl.html>. An engineer can renew during the 2 to 3 month period prior to the expiration date (September through November of renewal years). A reminder notice is emailed to licensees in advance of the renewal date.

Additional renewal requirements are listed in IAC 1380.310.

### **Continuing Education**

Per IAC 1380.325, the following is required every renewal period, where PDH is a professional development hour (minimum 50 minutes):

- Total 30 PDHs, including the following:
  - 1 PDH covering Illinois Statutes and IAC Part 1380 (this course)
  - 1 PDH covering professional conduct and/or ethics
  - 1 PDH covering sexual harassment prevention training
- Max 12 hours earned within a 24-hour period
- Carryover max 15 hours from within 6 months of previous renewal deadline (June to November of odd years), not including the three 1 PDHs above
- Structural courses are generally not acceptable since PE's should not perform structural engineering services, only Structural Engineers (SE's).
- Retain PDH records for 6 years.

Here is a copy-paste of the relevant statutes and rules:

### **225 ILCS 325**

#### **Section 17.5. Continuing education.**

The Department may adopt rules of continuing education for persons licensed under this Act. The Department shall consider the recommendations of the Board in establishing the guidelines for the continuing education requirements. The requirements of this Section apply to any person seeking renewal or restoration under Section 17 of this Act. For the purposes of this Act, continuing education shall also be known as professional development.



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**IAC 1380.325 Professional Development**

The professional development required as a condition for license renewal under the Professional Engineering Act of 1989 is set forth in this Section. All professional engineers shall meet these requirements.

- a) Professional Development Hours Requirements
  - 1) Beginning with the November 30, 2005 renewal and every renewal thereafter, in order to renew a license as a professional engineer, a licensee shall be required to complete 30 professional development hours (PDHs) relevant to the practice of professional engineering or be exempt from the professional development requirements as provided in subsection (j). Failure to comply with these requirements may result in non-renewal of the professional engineer's license or other disciplinary action, or both. A maximum of 15 qualifying PDHs gained within six months from the current renewal deadline and not used for the current renewal period may be carried over to the subsequent renewal period but shall not include the requirements for State statutes and this Part, professional conduct and/or ethics, or sexual harassment prevention training, which must be satisfied during each pre-renewal period. PDHs used in this manner must be documented on the appropriate Department issued form.
  - 2) Beginning with the November 30, 2023 renewal and every renewal thereafter, the total professional development hours shall include:
    - A) A minimum of 1 hour of programs, courses or activities in the area of Illinois statutes and this Part that regulate professional engineers and professional engineering.
    - B) A minimum of 1 hour of programs, courses, or activities in the area of professional conduct and/or ethics.
  - 3) Beginning with the November 30, 2021 renewal and every renewal thereafter, the total professional development hours shall include 1 hour of Sexual Harassment Prevention Training which shall meet the requirements of 68 Ill. Adm. Code 1130.400. A licensee completing a course on sexual harassment prevention developed or offered by the Illinois Department of Human Rights [775 ILCS 5], the licensee's employer or an acceptable provider listed within this Section, may count that course toward the 1 hour requirement under this Section. (See Section 1205-15.5 of the Department of Professional Regulation Law [20 ILCS 2105].)



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- 4) A prerenewal period is the 24 months preceding November 30 of each odd-numbered year.
  - 5) One professional development hour shall equal a minimum of 50 minutes of instruction or participation. If a program is taken that awards continuing education units (CEU) rather than professional development hours, one CEU equals 10 professional development hours of class in an approved continuing education course. A maximum of 12 PDHs may be earned within a 24-hour period, where a period begins at midnight.
  - 6) Professional engineers licensed in Illinois but residing and practicing in other states shall comply with the professional development requirements set forth in this Section.
  - 7) Professional development hours used to satisfy the professional development requirements of another jurisdiction may be applied to fulfill the professional development requirements of the State of Illinois if they are substantially equivalent.
- b) Professional Development Activities shall include, but not be limited to:
- 1) Successful completion of a college or university course in the area of professional engineering, related sciences and engineering ethics. One semester hour completed shall equal 15 PDHs and one quarter hour shall equal 10 PDHs;
  - 2) Successful completion of professional engineering courses or programs in which professional development hours are earned;
  - 3) Active participation and successful completion of professional engineering programs, seminars, tutorials, workshops, short courses, on-line or in-house courses. Credit will be given for self-study courses only if an examination has been completed by the licensee and graded by the sponsor;
  - 4) Attending program presentations at related technical or professional meetings;
  - 5) Teaching or instructing. Teaching or instructing a professional engineer course, seminar, lecture, presentation or workshop shall constitute 3 PDHs for each hour spent in the actual presentation. Teaching credit shall be valid for the initial presentation only. Teaching credit shall not apply to





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faculty teaching regularly scheduled curriculum courses at a college, university or other educational institution;

- 6) Authoring papers or articles that appear in nationally circulated journals or trade magazines or presented to a university, professional society or organization. 10 PDHs per paper or presentation, but not both, are allowed for this activity;
  - 7) Receiving a patent within the renewal period. Ten PDHs may be earned per patent;
  - 8) Active participation on a professional engineer board, committee or holding an office in a professional or technical society.
    - A) Two PDHs will be awarded per committee membership or office held.
    - B) A maximum of 8 PDHs may be accepted per pre-renewal period.
- c) All professional development programs, activities or courses shall:
- 1) Contribute to the advancement, extension or enhancement of the professional skills and/or scientific knowledge of the licensee in practice of professional engineering;
  - 2) Foster the enhancement of general or specialized practice and values of professional engineering, related sciences and engineering ethics;
  - 3) Be developed and presented by persons with education and/or experience in the subject matter of the program; and
  - 4) Specify the course objectives and course content.
- d) Auditing or Restoration
- 1) It shall be the responsibility of a licensee to maintain a record of PDHs for 6 years that includes one of the following:
    - A) Documentation consisting of the name and address of the sponsor or provider, the number of PDHs attended in each program, the date and place of the program and a certificate of attendance, and a brief statement of the subject matter, printed program schedules, registration receipts or other proof of participation; or



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- B) Transcripts or records of professional development hours maintained by an acceptable provider as set forth in subsection (e);  
or
- 2) A log of activities by itself shall not be accepted as meeting the requirements of this subsection.
- e) Acceptable providers for structured educational activities shall include, but not be limited to:
  - 1) National Council of Examiners for Engineering and Surveying (NCEES);
  - 2) National Society of Professional Engineers (NSPE);
  - 3) Illinois Society of Professional Engineers (ISPE);
  - 4) American Council of Engineering Companies of Illinois (ACEC-IL);
  - 5) American Society of Civil Engineers (ASCE);
  - 6) Colleges, universities or other educational institutions;
  - 7) Technical or professional societies or organizations including manufacturers relating to professional engineering.
- f) The Division shall not pre-approve individual courses or programs.
- g) PDHs that are structural in nature shall not be accepted unless licensee can substantiate how the course enhances their professional engineer license, since a professional engineer in Illinois cannot legally offer or perform structural services.
- h) Certification of Compliance with PDH Requirements
  - 1) Each renewal applicant shall certify, on the renewal application, full compliance with the professional development requirements set forth in this Section.
  - 2) The Division may require additional evidence demonstrating compliance with the PDH requirements as set forth in subsection (d). This additional evidence shall be required in the context of the Division's random audit. It is the responsibility of each renewal applicant to retain or otherwise produce evidence of compliance.



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- 3) When there appears to be a lack of compliance with PDH requirements, an applicant shall be notified in writing and may request an interview with the Board. At that time the Board may recommend that steps be taken to begin formal disciplinary proceedings as required by Section 10-65 of the Illinois Administrative Procedure Act [5 ILCS 100/10-65].
  - i) Restoration of Nonrenewed License. Upon satisfactory evidence of compliance with PDH requirements, the Division shall restore the license upon payment of the required fee as provided in Section 1380.275.
  - j) Waiver of PDH Requirements. A licensee may be waived from the professional development requirements if one of the criteria in subsection (j)(1) through (3) occur. If a waiver is claimed, it is required that the renewal fee and any documentation needed to support the waiver be submitted.
    - 1) A licensee shall not be required to report continuing education hours during the first biennial renewal period in which the licensee obtained initial licensure in Illinois, but shall be subject to the continuing education requirements for all subsequent biennial renewal periods.
    - 2) A licensee who is on full-time active duty in the military service of the United States, or is a licensee who is called to temporary active duty in the military service or Armed Forces of the United States for a period of time exceeding 120 consecutive days during the renewal period, when that activity or location restricts participation in a professional development program.
    - 3) A licensee who demonstrates to the satisfaction of the Division that meeting these requirements would be an undue hardship by reason of disability, illness, or other clearly mitigating circumstances shall submit supporting documentation.
      - A) The documentation shall be in the form of a sworn statement by the licensee, statement from a licensed healthcare provider, or medical record showing the disability, illness, or circumstance preventing the licensee's participation in the continuing education program during a substantial part of the renewal period.
      - B) If the Division finds from the evidence that good cause has been shown for non-compliance, the Division may waive enforcement, extend the time within which the applicant shall comply, or establish a particular program or schedule of continuing education for the renewal period in which the undue hardship existed.



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- C) Consecutive waiver requests made for reasons of disability, illness, or other circumstances may be prima facie evidence for non-renewal of applicant's license based on an inability to actively engage in licensed practice.
  
- k) Any renewal applicant who, prior to the expiration date of the license, submits a request for a waiver, in whole or in part, pursuant to the provisions of this Section shall be deemed to be in good standing until the final decision on the application is made by the Division.



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**Helpful References**

Illinois Administrative Code, Part 1380, The Professional Engineering Practice Act of 1989  
<https://www.ilga.gov/commission/jcar/admincode/068/06801380sections.html>

Illinois Compiled Statutes: 225 ILCS 325, Professional Engineering Practice Act of 1989  
<https://www.ilga.gov/legislation/ilcs/ilcs3.asp?ActID=1344&ChapterID=24>

Illinois Department of Financial and Professional Regulation (IDFPR):

Prof. Engineers: <https://idfpr.illinois.gov/profs/profengineer.html>

Board of Prof. Eng.: <https://idfpr.illinois.gov/profs/boards/profeng.html>

Renewals: <https://idfpr.illinois.gov/renewals/defaultssl.html>

License Lookup: <https://online-dfpr.micropact.com/lookup/licenselookup.aspx>

2023 Rule Changes:

[www.illinoisengineer.com/uploads/1/4/1/2/141210663/idfpr\\_2023\\_ispe.pdf](http://www.illinoisengineer.com/uploads/1/4/1/2/141210663/idfpr_2023_ispe.pdf)