

IMPORTANT NOTICE REGARDING ABANDONED APPLICATIONS

This is to inform you that pursuant to Hawaii Revised Statutes (“HRS”) section 436B-9(b):

“(b) An application shall be considered to be abandoned if an applicant fails to provide evidence of continued efforts to complete the licensing process for two consecutive years; provided that the failure to provide evidence of continued efforts includes but is not limited to:

- (1) Failure to submit the required documents and other information requested by the licensing authority within two consecutive years from the last date the documents or other information were requested; or
- (2) Failure to provide the licensing authority with any written communication during two consecutive years indicating that the applicant is attempting to complete the licensing process, including but not limited to attempting to complete the examination requirement; and

provided further that the licensing authority may extend the above time periods by rule. The licensing authority shall not be required to act on any abandoned application, and the application may be destroyed by the licensing authority or its delegate. If the application is deemed abandoned by the licensing authority, the applicant shall be required to reapply for licensure and comply with the licensing requirements in effect at the time of reapplication” (Emphasis added).

Because applicants may not be aware that HRS section 436B-9(b) requires ongoing efforts to take and pass the licensing examination, the Board of Professional Engineers, Architects, Surveyors, and Landscape Architects (“**Board**”) is using this means to inform applicants who have been approved to take the examination, but have not yet passed the examination, that they have two years to demonstrate continued efforts to complete the licensing process. This does not mean that you need to be licensed within two years; it means that you need to demonstrate efforts toward licensure within a two year period.

The burden is on each applicant to ensure that evidence of future efforts to achieve licensure is provided to the Board. If an applicant fails to demonstrate efforts to take the examination during a two-year period, the application shall be deemed abandoned in accordance with the provisions of HRS section 436B-9(b) and the applicant shall be required to apply as a new applicant and meet the licensing requirements in effect at the time of reapplication.

If you have any questions regarding this Notice, please submit them in writing to the Board at P.O. Box 3469, Honolulu, HI 96801.