



Any licensee who chooses to relinquish or not to renew a license due to retirement may petition the Board to be granted the use of the honorific title “Professional Engineer, Retired.” With this status, you may not offer or provide any engineering services or represent in any form that you are capable of offering or providing such services. The annual fee and renewal process are not necessary. After review of the licensee records, including any disciplinary action, a letter and certificate are mailed to those approved by the Board for this status.

NOTICE: Any firm that you may own or are an employee of may be affected by your individual retirement. To find out what needs to be done for a firm to remain compliant, please contact the Director of Firm Licensure & Compliance, Mark Mazanek at [firms@ncbels.org](mailto:firms@ncbels.org) or (919) 791-2000 x 102. If you wish to apply for this status, please complete the following form and return to:

Shirley U. Ditt  
NC Board of Examiners  
4601 Six Forks Road, Suite 310  
Raleigh, NC 27609

or email to [sditt@ncbels.org](mailto:sditt@ncbels.org)

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I wish to petition the North Carolina Board of Examiners for Engineers and Surveyors to be classified as “Retired” status granting me the honorific title of “Professional Engineer, Retired.”

Date \_\_\_\_\_ Effective Date of Retirement \_\_\_\_\_

Name \_\_\_\_\_ License No. \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

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Signature