



State of Maryland Department of Labor  
Board for Professional Engineers  
1100 N. Eutaw St., Room 121  
Baltimore, Maryland 21201  
(410) 230-6010

### Record of Education Form

Complete the information below then read the delivery instructions at the bottom of this form.

Your Name: \_\_\_\_\_  
Major Field of Engineering \_\_\_\_\_  
Exam Type: P.E.  \_\_\_\_\_

**INSTRUCTIONS:** List the names of the colleges/universities attended and the type of degrees earned and the date of graduation. For each approved U.S. institution or unapproved U.S. institution, an official transcript must be sent to the Board’s office directly from the college/university. Transcripts marked “issued to student” will not be accepted. For each unapproved institution not located in the U.S., you must provide an official course-by-course evaluation sent directly from the evaluation company to the Board’s office. See [www.ncees.org](http://www.ncees.org) or [www.naces.org](http://www.naces.org) for a list of evaluation companies. **The Board will only accept evaluations from companies that obtain transcripts directly from the institution.** A photocopy of your foreign transcript must also be sent to the Board’s office.

Name of College(s)/University(ies)	Degree	Graduation Date

**Send the completed form via one of the following options:**  
**Email:** (a) DLOPLPERFirm-LABOR@maryland.gov; **or Mail:** Board for Professional Engineers, 1100 N. Eutaw Street, Room 121, Baltimore, MD 21201