



WYOMING BOARD OF PROFESSIONAL GEOLOGISTS

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Ms. Geri L. Allen, Executive Director

Dear Applicant:

Thank you for your interest in certification as a geologist-in-training or licensure as a professional geologist in Wyoming. To ensure you have everything you need for submission of your application, please take time to verify that you have downloaded each of the following items:

1. Cover Letter.
2. Application Instructions.
3. Applicant Check List and Schedule of Licensing Fees.
4. Application for Licensing.
5. Request for Transcripts and Verification of Degree(s) (*one copy for each institution attended*).
6. Professional Reference Form (*3 copies minimum – more if needed*).
7. Supplementary Information Sheet (*as needed*).
8. Verification of Lawful Presence.
9. Verification of Licensure.
10. Wyoming Geologists Practice Act (Wyoming Statutes §33-41-101 through §33-41-121) and Promulgated Rules and Regulations. You must read these documents thoroughly before completing your application.

Return your completed application and appropriate fee to the Board. A personal check or money order is acceptable for payment of fees to:

**WBPG
500 South Third Street
Laramie WY 82070-3628**

GENERAL REQUIREMENTS

IT IS YOUR RESPONSIBILITY TO ASSURE THAT YOUR APPLICATION FORM IS COMPLETED PROPERLY AND THAT ALL SUPPORTING MATERIAL IS RECEIVED IN OUR OFFICE PRIOR TO ANY DEADLINES SET BY RULE OR STATUTE.

After we receive your application form, your file will be monitored to determine what supporting materials have not been received (i.e., transcripts, letters of reference, etc.). We will periodically notify you of missing documentation related to your application. Your application will not go to the Board until all supporting documentation is received. Incomplete files will remain active for six (6) months if you are applying for licensure as a professional geologist and for twelve (12) months if you are applying for certification as a geologist-in-training. If your application is not completed or if all your supporting documentation is not received within the prescribed time, your application may be canceled without prejudice [see Chapter III, Sections 5(h) and 6(f) of the Rules and Regulations of the Board]. The aforementioned deadlines are set by rules to assist this office in processing all applications as quickly and efficiently as possible.