

**WYOMING BOARD OF PROFESSIONAL GEOLOGISTS
APPLICANT CHECK LIST AND SCHEDULE OF FEES**

Dear Applicant:

Please review your application for completeness, clarity, and legibility prior to its submittal. The following check list will help assure that your packet is complete and that it will be processed in the most expedient manner possible. This check list is provided for your convenience and is not to be returned to the Board. Your application packet will not be reviewed by the Board until it is complete and all other relevant materials are received.

Prior to mailing my application packet to the Board, I made certain that the following items were complete and appropriate:

- _____ 1. Enclosed the appropriate fee (see current schedule of fees, below; please note that examination fees are not due until they are requested by the Board).
- _____ 2. Reviewed my qualifications, obligations, and responsibilities under the provisions of Wyoming Statutes §33-41-101 through §33-41-121 and the Rules and Regulations of the Board (enclosed in application packet), particularly as they relate to information required on the application form.
- _____ 3. Requested official transcripts of college course work and verification of degree(s) from all pertinent colleges/universities (Section 2.0 of the application). Colleges/Universities must send these directly to the Board.
- _____ 4. Listed ALL my experience correctly, noting full-time/part-time differentials and converting total time to full-time months (Section 4.0 of the application).
- _____ 5. Requested and forwarded professional reference forms to three individuals (respondents), pursuant to the requirements of Section 5.0 of the application. Professional references must send these forms directly to the Board.
- _____ 6. Completed and signed the affidavit (Section 7.0), witnessed and acknowledged by a notary public.
- _____ 7. Completed and signed the Verification of Lawful Presence Form and attached the appropriate documentation.
- _____ 8. Kept copies of all forms for my records.

SCHEDULE OF LICENSING FEES EFFECTIVE SEPTEMBER 1, 2009

APPLICATION FEE FOR CERTIFICATION AS A GEOLOGIST-IN-TRAINING	\$ 25.00
APPLICATION FEE FOR LICENSURE AS A PROFESSIONAL GEOLOGIST	50.00
ANNUAL RENEWAL FEE FOR CERTIFICATION AS A GEOLOGIST-IN-TRAINING	15.00
ANNUAL RENEWAL FEE FOR LICENSURE AS A PROFESSIONAL GEOLOGIST	70.00
EXAMINATION FEE FOR GEOLOGIST-IN-TRAINING STATUS	160.00
EXAMINATION FEE FOR PROFESSIONAL GEOLOGIST STATUS	210.00
REEXAMINATION FEE FOR GEOLOGIST-IN-TRAINING STATUS	160.00
REEXAMINATION FEE FOR PROFESSIONAL GEOLOGIST STATUS	210.00
NON-REFUNDABLE PORTION OF APPLICATION FEES	ONE HALF
REPLACEMENT CERTIFICATE	20.00

◆ NOTE ◆

DO NOT REMIT FEES FOR EXAMINATIONS UNTIL REQUESTED BY THE BOARD.

All licenses expire at midnight on the 31st of December of the year issued.