

PassthecivilPE Exam Checklist

Before the Exam:

1. Check with your State Board for a Civil Professional Engineering (P.E.) exam Application and current requirements for the exams (check the due dates for your state and for NCEES – they likely have different due dates).
2. Submit all required information to your State Board and NCEES.
3. Develop a study plan for the exam. Consider tackling your depth subject first, several months in advance. This will allow you to judge about how long it will take for the other subjects so you can develop your study plan. Make sure you come back and study your depth again a couple weeks before the test.
4. Notify your employer that you will be taking the exam.
5. Study for the exam, form a study group, take a review course, take several timed practice exams (this is most important), etc.
6. Familiarize yourself with your calculator and reference materials by using them during your study.
7. Wear earplugs while you're studying if you plan to use them during the exam. Earplugs can be uncomfortable and distracting after wearing them for hours.
8. Get lots of rest a few days before the exam. If you are flying into the exam, do it a day early (at least).
9. Know where to go for the exam. These tests are usually held in giant complexes with several different buildings and parking lots. It won't help you to get lost the day of the exam.

Morning of the Exam:

1. Bring your NCEES “exam day” information and admission notice to the exam (this will be available a few weeks before the exam on the NCEES website).
2. Bring your photo ID (check the Exam Day Policies for appropriate ID).
3. Bring your Approved Calculator.
4. Turn your phone off and leave it in your car. Your phone isn’t allowed in the exam room and it will be one less thing you need to worry about.
5. Bring ear plugs.
6. Wear something comfortable and dress in layers. Bring a light sweater.
7. Know where you’re going. Get to the exam site early, find a quiet area, and review your notes. Resist the urge to talk with others, unless you think this will relieve some stress.
8. Be prepared for an hour or more after the doors to the exam site open before taking the first 4-hour test. There will be a lot of paperwork to fill out and rules the proctors will read to you.
9. Bring ALL of your references.
10. Bring a packable, bag lunch. There will likely be no food at the exam.

During the Exam:

Go to the [passthecivilPE Exam Advice](#) page and read the compiled list of information and advice to use during the exam.