

1 21 NCAC 56 .0303 is proposed for amendment as follows:

2

3 **21 NCAC 56 .0303 DISBURSEMENT OF FUNDS**

4 The Board shall dispense funds for educational programs in the following manner:

5 (1) The Board shall dispense funds after Board Committees, as organized, study each specific  
6 committee-related request and recommend funding.

7 (2) ~~The Board shall consider requests for funds only from the following entities: community colleges,  
8 public or private institutions of higher learning, State and county boards of education, or governing  
9 authorities for any industrial education center.~~

10 ~~(3) The Board shall consider educational programs to establish instructional programs for individuals  
11 currently licensed and those seeking to become licensed.~~

12 (4) Approved entities shall request funds in writing and provide the following information:

- 13 (a) The amount needed;
- 14 (b) The intended use of the funds;
- 15 (c) Subject material to be presented and qualifications of instructors to be employed;
- 16 (d) Itemized breakdown of the amount needed and the total expected costs;
- 17 (e) Source and amount of assistance being given by any other person or organization.

18

19 *History Note: Authority G.S. 89C-10(g);*  
 20 *Eff. February 1, 1976;*  
 21 *Readopted Eff. September 29, 1977;*  
 22 *Amended Eff. April 1, 1989; January 1, 1982;*  
 23 *Pursuant to G.S. 150B-21.3A, rule is necessary without substantive public interest Eff. April 27,*  
 24 *2019;*  
 25 *Amended Eff. \_\_\_\_\_; Amended Eff. July 1, 2020.*

26

27

1 21 NCAC 56 .0601 is proposed for amendment as follows:  
2

3 **SECTION .0600 - PROFESSIONAL LAND SURVEYOR**  
4

5 **21 NCAC 56 .0601 REQUIREMENTS FOR LICENSING**

6 (a) Education. The terms used by the Board for the specific education requirements to be eligible to be licensed as a  
7 Professional Land Surveyor are defined as follows:

8 (1) "B.S. in surveying or other equivalent curriculum." These degrees shall contain a minimum of 45  
9 semester hours, or their quarter-hour equivalents. Of the 45 semester hours, a minimum of 12  
10 semester hours of surveying fundamentals, 12 semester hours of applied surveying practice, and 12  
11 semester hours of advanced or theoretical surveying courses are required. The remainder of the  
12 required surveying courses may be elective-type courses in any of the categories; and

13 (2) "Associate degree in surveying technology." This degree shall contain a minimum of 20 semester  
14 hours, or quarter-hour equivalents. Courses shall be in surveying fundamentals, applied surveying  
15 practice and advanced or theoretical surveying courses, including courses in surveying practices,  
16 subdivision design and planning, surface drainage, and photogrammetry which must be completed  
17 with a passing grade.

18 (3) "Land Surveyor Apprenticeship." The applicant shall have completed one of the following  
19 programs:

20 (A) Certified Survey Technician Program (CST) of the National Society of Surveyors (NSPS)  
21 levels I through IV.

22 (B) "Technologist" Certification Program of the American Society for Photogrammetry and  
23 Remote Sensing (ASPRS)

24 (C) Based upon the Surveying Education Standard of the National Council of Examiners for  
25 Engineering and Surveying (NCEES) by obtaining college semester credit hours, as modified to  
26 require the following 39 college semester hours:

27 (i) 12 college semester hours in mathematics beyond basic mathematics, but the credits  
28 include college algebra or higher mathematics. These courses must emphasize mathematical  
29 concepts and principles rather than computation. Mathematics courses may include college algebra,  
30 trigonometry, analytic geometry, differential and integral calculus, linear algebra, numerical  
31 analysis, probability and statistics, and advanced calculus.

32 (ii) 27 college semester credit hours of surveying science and surveying practice. Courses shall  
33 be taught by qualified surveying faculty. Examples of surveying courses are basic surveying, route  
34 surveying, geodesy, geographic information systems, land development design and planning, global  
35 positioning systems, photogrammetry, mapping, legal principles of land surveying, boundary law,  
36 professional surveying and mapping, and remote sensing. Graduate-level surveying courses can be  
37 included to fulfill curricular requirements in this area.

1 (D) Apprenticeship program, approved by the Board, and administered through  
2 ApprenticeshipNC, or equivalent, including elements equivalent to A, B, or C.

3 (b) Experience:

4 (1) Definition. As used in the North Carolina Engineering and Land Surveying Act, the term  
5 "progressive practical experience" means that during the period of time in which an applicant made  
6 a practical utilization of the knowledge of the principles of geometry and trigonometry in  
7 determining the shape, boundaries, position, and extent of the earth's surface, such that continuous  
8 improvement, growth, and development in the utilization of that knowledge have been shown. In  
9 addition, the applicant shall show the continuous assumption of greater individual responsibility for  
10 the work product over that period of time.

11 (2) Required Experience. In evaluating the work experience required, the Board shall consider the total  
12 experience record and the progressive nature of the record. Not less than half of the required land  
13 surveying experience shall be of a professional grade and character, and shall be performed under  
14 the responsible charge of a Professional Land Surveyor. If the work was not under the responsible  
15 charge of a Professional Land Surveyor, the applicant shall submit a written explanation to the Board  
16 explaining why the experience should be considered. The Board shall approve the experience on a  
17 case-by-case basis if it is satisfied of the grade and character of the progressive experience.  
18 Experience gained under the technical supervision of an unlicensed individual shall be considered  
19 based upon the engineering education and experience credential of the unlicensed supervisor.  
20 Experience gained in the armed services, typically while serving in an engineering or surveying  
21 related group, shall be accepted only if substantially equivalent to that which would have been  
22 gained in civilian work.

23 (3) Other Experience. The applicant shall document the nature and details of the work done in the  
24 following areas to evidence to the Board its equivalency to land surveying:

- 25 (A) construction layout;
- 26 (B) engineering surveying; or
- 27 (C) part-time surveying work.

28 (c) Exhibits, Drawings, Maps:

29 (1) Required Exhibit Before Principles and Practice of Surveying Examination:

30 (A) General. The applicant shall submit, along with the application, an actual map of a  
31 boundary survey of an actual project prepared under the direct supervision and responsible  
32 charge of a Professional Land Surveyor who states that the applicant did the preparatory  
33 work of the survey; that shows, by its conformance, that the applicant is knowledgeable of  
34 the contents of the Standards of Practice for Land Surveying in North Carolina as set forth  
35 in Section .1600 of this Chapter; and that shows that the applicant is able to apply this  
36 knowledge by preparing a map in accordance with the various legal and professional  
37 requirements of land surveying.

1 (B) Physical Requirement. The map submitted shall be a clean, clear, legible print of an original  
2 map in the file of a Professional Land Surveyor.

3 (2) Specific Requirements. The details that shall be evaluated are those applicable to the particular  
4 project as described in the Standards of Practice for Land Surveying in North Carolina as set forth  
5 in Section .1600 of this Chapter, and as described in G.S. 47-30. In addition, the exhibit shall contain  
6 a statement that the field work, calculation, and mapping were performed by the applicant under the  
7 supervision of a Professional Land Surveyor, attested to by that Professional Land Surveyor.

8 (3) Requirements for Comity Applicant. The map submitted by an applicant under comity may be a  
9 representative map of an actual survey of a project or work performed in the state of licensure that  
10 is modified to meet the requirements in Subparagraph (c)(2) of this Rule and shall be evaluated in  
11 accordance with the requirements applicable to the particular project as described in the Standards  
12 of Practice for Land Surveying in North Carolina as set forth in Section .1600 of this Chapter, and  
13 as described in G.S. 47-30.

14  
15 *History Note:* Authority G.S. 47-30; 89C-10; 89C-13;  
16 Eff. February 1, 1976;  
17 Readopted Eff. September 29, 1977;  
18 Amended Eff. August 1, 2014; July 1, 2009; August 1, 2000; August 1, 1998; November 2, 1992;  
19 April 1, 1989; December 1, 1984; January 1, 1982;  
20 Pursuant to G.S. 150B-21.3A, rule is necessary without substantive public interest Eff. April 27,  
21 2019; Amended Eff. July 1, 2020  
22 Amended Eff. \_\_\_\_\_; ~~Temporary Amended~~ Amend. Eff. July 1, 2022.

1 21 NCAC 56 .0608 is proposed for adoption as follows:

2

3 **21 NCAC 56 .0608 SURVEYOR INTERN**

4 (a) General. To obtain the optional certification as a Surveyor Intern, an applicant shall:

5 (1) pass the fundamentals of land surveying examination and make application to the Board on a form  
6 prescribed and furnished by the Board,

7 (2) be of good character and reputation,

8 (3) submit three character references to the Board, one of whom is a professional land surveyor,

9 (4) comply with the requirements of this rule, and

10 (5) satisfy one of the following requirements related to education and experience:

11 (A) Have a bachelor of ~~Science~~science degree in surveying or other equivalent curricula,  
12 approved by the Board and a record satisfactory to the Board of one year of progressive  
13 practical experience under a practicing professional land surveyor.

14 (B) Have an associate degree in surveying technology approved by the Board and a record  
15 satisfactory to the Board of two years of progressive practical experience under a practicing  
16 professional land surveyor.

17 (C) Have graduated from high school or completed a high school equivalency certificate and a  
18 record satisfactory to the Board of five years of progressive practical experience, under a  
19 practicing professional land surveyor.

20 (D) Graduation from a high school or the completion of a high school equivalency certificate,  
21 completion of a Land Surveyor Apprenticeship, and a record satisfactory to the Board of  
22 three years of progressive practical experience under a practicing professional land  
23 surveyor.

24 (b) Request. The application form may be requested from the Board office or obtained from the website.

25 (c) Application Form. Surveyor Intern ~~Certification~~Certificate Application Form~~form~~. After passing the  
26 ~~fundamentals~~Fundamentals of surveyingLand Surveying examination an applicant may make application to the Board  
27 to become certified as a "Surveyor Intern." This form requires the applicant to set forth personal history, educational  
28 background, surveying experience, character references and exhibit. A passport-type photographic quality portrait that  
29 is adequate for current identification purposes is ~~also~~ required.

30 (d) Reference Forms:

31 (1) Persons applying to be certified as a Surveyor Intern shall submit to the Board names of individuals  
32 who are familiar with the applicant's work, character and reputation. The names shall be submitted  
33 by the applicant on the application form.

34 (2) Persons applying for certification as a Surveyor Intern must submit three references, one of whom  
35 shall be a Professional Land Surveyor.

1 (3) In addition to the applicant submitting names to the Board of such individuals, those individuals  
2 shall submit to the Board their evaluations of the applicant on reference forms supplied them by the  
3 applicant.

4 (4) The reference form requires the individual evaluating the applicant to state the evaluating  
5 individual's profession, knowledge of the ~~applicant~~ applicant, and information concerning the  
6 applicant's land surveying experience, ~~character~~ character, and reputation.

7 (5) The Board shall provide the reference forms to the applicant along with the application for licensure.  
8 The reference forms shall then be distributed by the applicant to the persons listed on the application  
9 as references. The applicant shall ensure that the individuals listed as references return the forms to  
10 the Board prior to the filing deadline for the examination applied for by the applicant.

11 ~~(e) Fees. Surveyor Intern Certification Form. Once the applicant passes the examination on the fundamentals of~~  
12 ~~surveying and makes application to the Board to become certified as a "Surveyor Intern" the application fee of one~~  
13 ~~hundred dollars (\$100.00) is payable.~~

14 ~~(f) Personal Interview. During the application process, the applicant may be interviewed by Board members if the~~  
15 ~~members have questions regarding the applicant's education, experience or character, based upon the information~~  
16 ~~submitted in the application.~~

17

18 *Authority G.S. 89C-10; 89C-13; 89C-14; 89C-15;*

19 *Eff. \_\_\_\_\_; Temporary Adoption Eff. July 1, 2022.*

1 21 NCAC 56 .1702 is proposed for amendment as follows:

2  
3 **21 NCAC 56 .1702 DEFINITIONS**

4 Terms used in this Section are defined as follows:

- 5 (1) Professional Development Hour (PDH) - A contact hour (nominal) of instruction or presentation.  
6 The common denominator for other units of credit.
- 7 (2) Continuing Education Unit (CEU) - Unit of credit customarily used for continuing education  
8 courses. One continuing education unit equals 10 contact hours of instruction or presentation.
- 9 (3) College/Unit Semester/Quarter Hour - Credit for Accreditation Board for Engineering and  
10 Technology approved course or other related college course.
- 11 (4) Course/Activity - Any course or activity with a purpose and objective which will maintain, improve,  
12 or expand the skills and knowledge relevant to the licensee's field of practice.
- 13 (5) Dual Licensee - A person who is licensed as both an engineer and a land surveyor.
- 14 (6) Sponsor - Organization or individual that has supplied information on a form prescribed and  
15 furnished by the Board with respect to the organization or individual's ability to provide instruction  
16 in "for credit" courses. Courses offered by those designated as "Sponsor" must contain a purpose  
17 and objective, and result in the maintenance, improvement, or expansion of skills and knowledge  
18 relevant to a licensee's field of practice.
- 19 (7) Ethics and/or Rules of Professional Conduct - A qualifying course or activity with content areas  
20 related to (1) the awareness of ethical concerns and conflicts; (2) an enhanced familiarity with the  
21 codes of conduct; (3) an understanding of standards of practice or care; (4) project management and  
22 risk-assessment management; or (5) other similar topics aimed at maintaining, improving, or  
23 expanding the skills set and knowledge relevant to conducting the practice of the profession so as  
24 to protect the health, safety and welfare of the public.
- 25 (8) Standards of Practice for Land Surveying - A qualifying course or activity with content areas related  
26 to (1) The Standards of Practice for Land Surveying in North Carolina, Board rules section .1600.

27  
28 *History Note: Authority G.S. 89C-10(a); 89C-17;*  
29 *Eff. December 1, 1994;*  
30 *Amended Eff. May 1, 2009; August 1, 2000;*  
31 *Pursuant to G.S. 150B-21.3A, rule is necessary without substantive public interest Eff. April 27,*  
32 *2019.*  
33 *Amended Eff. \_\_\_\_\_;*  
34  
35

1 21 NCAC 56 .1703 is proposed for amendment as follows:

2  
3 **21 NCAC 56 .1703 REQUIREMENTS**

4 Every licensee shall obtain 15 PDH units during the renewal period. Effective as of the 2024 license renewal, 1 PDH  
5 of which shall be in Ethics and/or Rules of Professional Conduct, and in addition for Professional Land Surveyors 1  
6 PDH shall be in the Standards of Practice for Land Surveying. If a licensee exceeds the annual requirement in any  
7 renewal period, a maximum of 15 PDH units may be carried forward into the subsequent renewal period. Selection of  
8 courses and activities that meet the requirements of Rule .1702(4) of this Section is the responsibility of the licensee.  
9 Licensees may select courses other than those offered by sponsors. Post evaluation of the courses may result in non-  
10 acceptance by the Board. PDH units may be earned as follows:

- 11 (1) Completion of college courses;
- 12 (2) Completion of continuing education courses, seminars, or workshops;
- 13 (3) Completion of correspondence, televised, Internet, videotaped, audiotaped, and other courses or  
14 tutorials, provided an exam is required for completion. No exam is required for attendance at a  
15 webinar presentation if attendance is documented;
- 16 (4) Presenting or attending seminars, in-house courses, workshops, or professional or technical  
17 presentations made at meetings, conventions or conferences;
- 18 (5) Teaching or instructing in Items (1) through (4) of this Rule;
- 19 (6) Authoring published papers, articles, or books;
- 20 (7) Active participation in professional or technical societies as defined in Rule .1705(f) of this Section;
- 21 (8) Patents;
- 22 (9) Authoring exam questions accepted for use in the engineering or land surveying exams; or
- 23 (10) Active participation on boards, commissions, committees or councils of private, local, state or  
24 federal government entities as defined in Rule .1705(g) of this ~~Section~~Section; or
- 25 (11) Active participation in educational outreach activities pertaining to professional licensure or the  
26 surveying/engineering professions that involve K–12 or higher education students.

27  
28 *History Note: Authority G.S. 89C-10(a); 89C-17;*  
29 *Eff. December 1, 1994;*  
30 *Amended Eff. August 1, 2014; August 1, 2011; May 1, 2009; August 1, 2000; August 1, 1998;*  
31 *Pursuant to G.S. 150B-21.3A, rule is necessary without substantive public interest Eff. April 27,*  
32 *2019.*  
33 *Amended Eff.*



1 21 NCAC 56 .1704 is proposed for amendment as follows:

2

3 **21 NCAC 56 .1704 UNITS**

4 The conversion of units of credit set forth in Rule .1703 of this Section to PDH units is as follows:

- 5 (1) 1 College or unit semester hour. 45 PDH
- 6 (2) 1 College or unit quarter hour. 30 PDH
- 7 (3) 1 Continuing Education Unit. 10 PDH
- 8 (4) 1 Contact hour of professional development in course work, seminars, or professional or technical  
9 presentations made at meetings, conventions or conferences, and for correspondence, televised,  
10 Internet, videotaped, audiotaped, and other courses or tutorials. Contact hours equal the actual time  
11 of instruction and shall be credited to the nearest one-third of an hour. 1 PDH
- 12 (5) For teaching in Items (1) – (4) of this Rule, PDH credits are doubled. Teaching credit is valid for  
13 teaching a course or seminar for the first time only. Teaching credit does not apply to full-time  
14 faculty, as defined by the institution where a licensee is teaching.
- 15 (6) Each published paper, article or book. 10 PDH
- 16 (7) Active participation in professional ~~and/or technical society-societies~~ or in accrediting organizations.  
17 (Each society or organization) 2 PDH
- 18 (8) Each patent. 10 PDH
- 19 (9) Each question used. 2 PDH
- 20 (10) Active participation on boards, commissions, committees or councils  
21 of private, local, state or federal government entities. (Each entity) 2 PDH
- 22 (11) Active participation in educational outreach activities pertaining  
23 to professional licensure or the surveying/engineering professions  
24 that involve K-12 or higher education students. (Each hour) 1 PDH  
25 (not to exceed 3 PDHs)

26 *History Note: Authority G.S. 89C-10(a); 89C-17;*  
27 *Eff. December 1, 1994;*  
28 *Amended Eff. August 1, 2014; May 1, 2009; August 1, 2000; August 1, 1998;*  
29 *Pursuant to G.S. 150B-21.3A, rule is necessary without substantive public interest Eff. April 27,*  
30 *2019.*  
31 *Amended Eff. \_\_\_\_\_*

32

33

1 21 NCAC 56 .1705 is proposed for amendment as follows:

2

3 **21 NCAC 56 .1705 DETERMINATION OF CREDIT**

4 (a) The Board of Examiners has final authority with respect to approval of courses, sponsors, credit, PDH value for  
5 courses, and other methods of earning credit. Such determination shall meet Rule .1702(4) of this Section.

6 (b) Credit for college or community college courses shall be based upon course credit established by the college.

7 (c) Credit for continuing education courses, seminars and workshops shall be based on one PDH unit for each hour  
8 of attendance. Attendance at programs presented at professional and technical society meetings shall earn PDH units  
9 for the actual time of each program.

10 (d) Credit for correspondence, televised, Internet, videotaped, audiotaped, and other courses or tutorials, provided an  
11 exam is required for completion, shall be based upon one PDH unit for each hour assigned to the course, provided  
12 such hours are a reasonably estimated time for an average professional to complete the course.

13 (e) Credit determination for published papers, articles and books and obtaining patents is the responsibility of the  
14 licensee.

15 (f) Credit for active participation in professional ~~and or~~ technical societies or accrediting organizations (limited to 2  
16 PDH per society or organization), requires that a licensee serve as an officer or actively participate in a committee of  
17 the ~~society-society~~ or for accrediting organizations serve as an officer or participate in a committee or accreditation  
18 visits. PDH credits are not earned until the end of each year of service is completed.

19 (g) Credit for active participation on boards, commissions, committees or councils of private, local, state or federal  
20 government entities (limited to 2 PDH per entity) requires utilizing engineering or land surveying knowledge (as  
21 applicable) in the active participation. PDH credits are not earned until the end of each year of service is completed.

22

23 *History Note: Authority G.S. 89C-10(a); 89C-17;*

24 *Eff. December 1, 1994;*

25 *Amended Eff. August 1, 2014; August 1, 2011; May 1, 2009; August 1, 2000; August 1, 1998;*

26 *Pursuant to G.S. 150B-21.3A, rule is necessary without substantive public interest Eff. April 27,*  
27 *2019.*

28 *Amended Eff. \_\_\_\_\_*

29

30

1 21 NCAC 56 .1707 is proposed for amendment as follows:

2  
3 **21 NCAC 56 .1707 EXEMPTIONS**

4 A licensee is exempt from the professional development educational requirements for the following reasons:

- 5 (1) New licensees by way of examination or comity are exempt for their first renewal period.  
6 (2) If currently licensed by and in good standing (license is not suspended or revoked) with the Board  
7 a licensee who is serving in the armed forces of the United States and who is eligible for an extension  
8 of time to file a tax return pursuant to G.S. 105-249.2 is granted a waiver of the mandatory  
9 continuing education requirements for the time period disregarded pursuant to the Internal Revenue  
10 Code 26 U.S.C. 7508.

11 The licensee shall request the waiver as follows:

- 12 (a) The licensee shall notify the Board of eligibility before the current license expires. Upon  
13 such notification, the Board shall maintain the license in active status through the extension  
14 period.  
15 (b) If the licensee fails to notify the Board of eligibility for the extension period before the  
16 current license expires, upon receipt and acceptance of a renewal application within the  
17 extension period and presentation of proof that the licensee was eligible on the date that is  
18 the deadline for renewal, the expired license or registration shall be deemed retroactively  
19 to have not expired.  
20 (c) The licensee who submits a renewal application within the extension period shall not be  
21 deemed to hold a lapsed license subject to reinstatement fees.  
22 (d) The licensee may renew the license within the extension period despite failing to complete  
23 the specified continuing education requirements.  
24 (e) A licensee shall provide proof of eligibility for the extension period when the licensee or  
25 registrant submits the renewal application.

26 A request shall be administratively approved by the Executive Director, without waiting for the next  
27 regular meeting of the Board at which time the action shall be reported to the Board for final  
28 approval.

- 29 (3) The Board shall exempt a licensee if the Board determines that the licensee is experiencing physical  
30 disability, illness, or other extenuating circumstances that prevent the licensee from obtaining  
31 professional development hours. Supporting documentation must be furnished to the Board. A  
32 request shall be administratively approved by the Executive Director, without waiting for the next  
33 regular meeting of the Board at which time the action shall be reported to the Board for final  
34 approval.

- 35 (4) Licensees who list their occupation as "Inactive" on the Board approved renewal form and who are  
36 no longer providing professional engineering or land surveying services are exempt from the  
37 professional development hours required. In the event such a person elects to return to active

1 practice of professional engineering or land surveying, professional development hours must be  
2 earned in accordance with the requirements of Rule .1708 in this Section before returning to active  
3 practice for each year exempted not to exceed the annual requirement for two years.

4  
5 *History Note: Authority G.S. 89C-10(a); 89C-17; 93B-15;*  
6 *Eff. December 1, 1994;*  
7 *Amended Eff. August 1, 2011; May 1, 2009; August 1, 2000; February 1, 1996;*  
8 *Pursuant to G.S. 150B-21.3A, rule is necessary without substantive public interest Eff. April 27,*  
9 *2019.*  
10 *Amended Eff.*

1 21 NCAC 56 .1713 is proposed for amendment as follows:

2

3 **21 NCAC 56 .1713 SPONSORS**

4 (a) The Board ~~shall~~may approve sponsors of Continuing Professional Competency (CPC) activities. The Board  
5 ~~shall~~may maintain a list of sponsors which have agreed to conduct programs in accordance with the standards of CPC  
6 activities set forth in 21 NCAC 56. 1700. Such sponsors shall indicate their agreement with the requirements by  
7 executing a Sponsor Agreement on a form provided by the Board. These sponsors shall be designated as "Approved  
8 Sponsors" based upon approval by the Board of the sponsor application and payment of a one hundred fifty dollar  
9 (\$150.00) application fee.

10 (b) By entering into an agreement with the Board to be designated as an "Approved Sponsor," the sponsor shall agree  
11 to:

- 12 (1) Allow persons designated by this Board to attend any or all courses, without fee or charge, for the  
13 purpose of determining that said course meets the standards of the Board;
- 14 (2) Allow persons designated by this Board to review course material for the purpose of determining  
15 that the course meets the standards of the Board;
- 16 (3) State in every brochure, publication or announcement concerning the course, the general content of  
17 the course and the specific knowledge or skill to be taught or addressed, as well as the credit to be  
18 earned in Professional Development Hours (PDH);
- 19 (4) Ensure that the instructors or presenters of the course or program are qualified to teach the subject  
20 matter;
- 21 (5) Provide persons completing the course with written documentation attesting to that person's  
22 attendance to the course, as well as the name of the course, the date and location held, the instructor's  
23 name and the number of PDHs earned;
- 24 (6) Provide attendees an evaluation form as provided by the Board that is to be collected and retained  
25 for audit by the Board;
- 26 (7) Have a visible, continuous and identifiable contact person who is charged with the administration  
27 of the sponsor's CPC program and who has the responsibility for assuring and demonstrating to the  
28 Board compliance with this Rule, as well as for any other organization working with the sponsor for  
29 the development, distribution or presentation of CPC courses or activities; and
- 30 (8) Retain for a period of three years a copy of the documentation required by this Paragraph.

31 (c) Sponsors shall renew annually on a form provided by the Board.

32 (d) Failure of an approved sponsor to comply with the terms of the CPC sponsor agreement is grounds for the Board  
33 to revoke, suspend or terminate the agreement, to remove the sponsor's name from the list of approved sponsors and  
34 to notify the public of such action. A sponsor that is given notice of revocation, suspension or termination may request  
35 an administrative hearing to be conducted as provided in 21 NCAC 56 .1400 Contested Cases.

36 (e) Approval of a sponsor is equivalent to the language of licensing a sponsor in G.S. 89C-10(h).

37

1 *History Note: Authority G.S. 89C-10; 89C-17;*  
2 *Eff. February 1, 1996;*  
3 *Amended Eff. August 1, 2011; July 1, 2009; August 1, 2002;*  
4 *Pursuant to G.S. 150B-21.3A, rule is necessary without substantive public interest Eff. April 27,*  
5 *2019.*  
6 *Amended Eff. \_\_\_\_\_*

7  
8