



BOARD OF
**PROFESSIONAL
ENGINEERS**
OF QUEENSLAND

**YOUR RPEQ
REGISTRATION
IS DUE FOR
RENEWAL**





KEY DATES

RPEQ registration expires 30 June 2018

The renewal period is 1 April-31 May 2018

Your renewal must be completed and submitted,
and payment made by 31 May 2018

Your RPEQ registration will be active for
12 months from 1 July 2018-30 June 2019

2018/19 REGISTRATION FEES

RPEQ Practising - \$219.95

Non-Practising Professional Engineer - \$109.95

5 STEP ONLINE RENEWAL PROCESS

1. Visit www.bpeq.qld.gov.au
2. Sign-in to 'My Account' (sign-in name is your RPEQ number)
3. Click renew now
4. Answer online renewal questions
5. Make payment

To renew online registrants must be able to answer NO to ALL fitness to practice (FTP) questions and YES to question one (1) of the continuing professional development (CPD) questions. If you cannot renew your registration online you will need to complete a manual renewal application form.

BPEQ requires a street address for your contact details, shown as 'place of business'. A post office box is not sufficient and renewals without a street address will not be accepted. The PE Act provides that your contact address is made available to the public.

For online renewal a declaration form must be read and accepted. The PE Act provides that it is an offence to state anything on the form that you know is 'false or misleading in a material particular'. BPEQ may cancel registration where it has reasonable grounds to believe that the person has been registered because of a materially false or misleading representation.

HOW TO PAY

After answering the online renewal questions, you have three payment options:



Online
through 'My Account'



Email
complete Direct Debit Request Form
and send to **finance@bpeq.qld.gov.au**
along with Tax Invoice



Post
Complete Direct Debit Request
Form and post to:
PO Box 15213,
CITY EAST QLD 4122
along with Tax Invoice

NB: BPEQ only accepts payment by VISA or Mastercard. The Direct Debit Request Form is available from **www.bpeq.qld.gov.au**

CHANGING YOUR REGISTRATION TYPE

You will need to complete a manual renewal application form.

If you are changing from Non-Practising to Practising, you must also provide the following information with your renewal application form:

Evidence that you are currently chartered (or equivalent) with one of BPEQ's approved assessment entities.

OR

Evidence that you have undertaken at least 150 hours of structured CPD in the previous five years. If BPEQ is not satisfied with your CPD logbook it may require you to undergo an audit of your CPD at your cost.

If you are changing from Practising to Non-Practising you simply need to tick the 'Non-Practising' box on the manual renewal application form.

NB: manual renewal application forms are available by contacting BPEQ directly.



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T 07 3210 3100 **E** admin@bpeq.qld.gov.au

Level 15, 53 Albert Street Brisbane 4000
PO Box 15213 CITY EAST QLD 4002