

Completing Your INDIVIDUAL License Renewal:

First, we recommend that you check your information on our website to ensure that you have the same CONTACT AND LICENSURE information that we have. You will do this by completing a licensee search. To complete a licensee search, visit our website (www.pepls.ms.gov); scroll down the website homepage until you see the following:



Click SEARCH HERE to begin.

Once you confirm that your information matches ours, you will then be ready to begin the renewal process.

From our website homepage (www.pepls.ms.gov) scroll down the page until you see the following:



Click RENEW HERE and then proceed accordingly.

On the next screen you will be asked for the following information:

- License type
- license number
- Last four digits of the licensee social security number
- Last name of the Licensee
- Date of birth of the Licensee

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See below image for what the request screen will look like.

The screenshot shows the website for the Mississippi Board of Licensure for Professional Engineers and Surveyors. The header features the word "MISSISSIPPI" in a large, stylized font, followed by the full name of the board. Below the header is a navigation menu with links for Licensing, FAQ, and Contact Us. A central message box informs users that the online licensure renewal system has been updated to allow renewing both firm and individual licenses. Below this is a login form with the following fields: License Type (a dropdown menu), License Number (a text field with a placeholder "Enter License Number"), Last four digits of SSN (a text field with a placeholder "XXXX"), Last Name (a text field with a placeholder "Enter Last Name"), and Date of Birth (a text field with a placeholder "Enter DOB"). A "Submit" button is located at the bottom of the form. At the bottom of the page, there is a copyright notice for 2025, a disclaimer, and a link to the Adobe Acrobat PDF format.

MISSISSIPPI
Board of Licensure for Professional Engineers and Surveyors

Licensing
FAQ
Contact Us

Our online licensure renewal system has been updated to allow you to renew your firm license (COA – Certificate of Authority) as well as your individual PE and/or PS license. Just follow the instructions, step by step. If you are the designated licensee for your firm's COA, then be advised that the firm's COA cannot be renewed until after your individual license has been renewed. If you have any questions, please email: information@pepls.state.ms.us

* indicates a required field.

Login

* License Type << Select One >>
* License Number Enter License Number
* Last four digits of SSN XXXX
* Last Name Enter Last Name
* Date of Birth Enter DOB

Submit

MISSISSIPPI.gov

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<http://www.adobe.com/products/acrobat/readstep.html>

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Once you enter the requested information, on the next screen you will confirm your contact email address. After you confirm or update your Email, **click save.**

On the next screen you will be inside your License renewal portal. Look for the following.

The screenshot shows a vertical menu for the License renewal portal. The menu items are: Licensing Home, Renew License, License Verification, General Information, Pocket Card, Print License, CE Compliance, CE How To, Pay Balance, Payment Tracking, FAQ, Contact Us, and Logout.

Licensing Home
Renew License
License Verification
General Information
Pocket Card
Print License
CE Compliance
CE How To
Pay Balance
Payment Tracking
FAQ
Contact Us
Logout

We recommend that you first select **CE Compliance**

Completing Your INDIVIDUAL License

Renewal:

On the next screen you can view and / or add the CPC credits needed to complete your renewal. Look for the following and then select Maintain credits

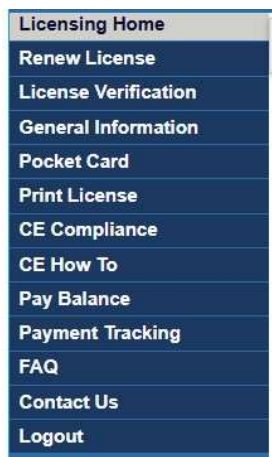
	Required	Taken	Balance
Ethics			
General			

On next screen you can add a class (credits) to your profile. Look for the following at the bottom of the screen and proceed accordingly:



After you have entered all your credits, you are ready to complete your renewal.

Look for the following and then select **Renew License**



Click **Renew License** and proceed accordingly.

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On the next page you will see the following:

The screenshot shows a web application interface for license renewal. At the top, there is a navigation bar with 'Renewal Home' and 'Licensing Home' links. Below this, there are input fields for 'Licensee Name', 'License Status', and 'License Type'. The main content area is titled 'Before you begin, you will need the following:' and lists the following requirements:

- 1. One of the following
 - o Visa Debit/Credit Card
 - o MasterCard Debit/Credit Card
 - o American Express Credit Card
 - o Discover Card
 - o e-Check

Below the list, there is a paragraph explaining the renewal process for multiple licenses and the requirement to log in and complete the renewal process for each license. It also mentions a 'Processing Fee' and a '\$1.00 Service Fee' for each license being renewed.

(Please note that if paying by Credit/Debit card, a **Processing Fee**, in addition to a \$1.00 **Service Fee** for each license being renewed, will be added to your total once you have completed the renewal process)

Select licenses for renewal:
No Licenses are available to be renewed.

All active licenses may be renewed online. After a license has lapsed for six months or longer, a relicensure application is required.

Please call our office (601-359-6160) if we can be of any additional assistance.