THE ASSOCIATION OF PROFESSIONAL ENGINEERS AND GEOSCIENTISTS OF BRITISH COLUMBIA

PROFESSIONAL PRACTICE EXAMINATION GUIDELINES

The policy and procedures indicated in this guide are subject to change without notice.
(revised July 2009)

ABOUT THE EXAMINATION

Every applicant for registration or licensure is required to pass a 2-hour Professional Practice Examination consisting of 100 multiple choice questions, except for those who have passed a similar examination for another Canadian Association and those who have been professional members of another Canadian Association with at least four years of satisfactory engineering experience.

The Professional Practice Examination is offered once each quarter.

APPLICATION

Applicants who are required to write the Professional Practice Examination must submit the attached application for the examination which must be received before the application deadline and be accompanied by the examination fee. All applications will be acknowledged. Confirmation of attendance will be sent after the application deadline.

ELIGIBILITY

All applicants for the PPE must submit an application for **Professional Membership*** with APEGBC

No applicant is permitted to attempt the examination until:

- Academic qualifications have been approved through the Association's registration process
- They have submitted an application for professional membership* along with detailed summary of a minimum of twenty four months of post bachelors work experience
- Professional interview has been successfully completed (Limited Licence candidates only)

.

*Professional Membership refers to those who have submitted an application for P.Eng,P.Geo, NRL or Limited License. EIT/GIT members are **not** permitted to attempt the examination until they have submitted an application for P.Eng, P.Geo or NRL.

EXAMINATION VENUES

The examination normally commences at 9:00 a.m. Pacific time and the venues are as follows:

Lower Mainland:	SFU Harbour Centre, 515 West Hastings St., Vancouver, BC
Victoria:	University of Victoria, Engineering Office Wing, Victoria, BC
Other:	As arranged.

Where possible, arrangements will be made for an applicant to write the examination in locations other than in Lower Mainland or Victoria, provided that a suitable invigilator (proctor) is identified by the applicant. **This invigilator must be a professional engineer or geoscientist registered in North America**. However, only one invigilator will be selected for one location. If the invigilator nominated by you is not selected, then you will be responsible to report to the invigilator who is selected by the Association to write your examination. Candidates will also be responsible for all expenses incurred (e.g. courier, room booking, invigilation fees, etc.) if examinations are written outside Canada.

EXAMINATION FORMAT

The examination is a 2 hour closed book session which consists of 100 multiple-choice questions.

EXAMINATION RESULT

Examination results will be communicated by **mail** approximately 8 weeks after the completion of the examination. All results will be denoted as a **"Pass"** or **"Fail"** grade**.** The passing mark for the examination (approximately 70%) is one standard deviation below the mean score of each sitting.

Written examination papers will not be released to candidates for review. However, candidates will receive a detailed report showing a summary of results of the examination in the event of failure.

FEES

Examination Fee: Please refer to the fee schedule. **This fee is non-refundable.**

Candidates will be responsible for all additional expenses incurred (e.g. courier, room booking, invigilation fees, etc.) if examinations are written outside Canada. The courier fees, the examination fee and the examination application must arrive at the Association's office before the application deadline.

Please refer to http://www.apeg.bc.ca/reg/fees.html for the latest application and courier fees.

Candidates must pay any other fees such as room booking and invigilation fees to the invigilator as applicable.

Change Fee:

A change fee of CDN $50 will be charged for each change made by the applicant after the examination application deadline to write at a session other than the one originally applied for. A change will not be confirmed until the change fee has been received at the Association office. Each deferral of writing will incur an additional change fee. Changes may be made and confirmed with payment up to three days after the examination date, including the examination date, following which the entire examination fee will be forfeited by the applicant.

PROFESSIONAL PRACTICE EXAMINATION

EXAMINATION SYLLABUS (Part 1 of the Professional Practice Examination)

*** This syllabus is common to both Engineering and Geoscience applicants. Effective July 2000*

A Professionalism (30%)

(1) Definition and interpretation of professional status
(2) The role and responsibilities of a professional in society
(3) The role and responsibilities of a professional to management
(4) Professional conduct, ethical standards and codes
(5) Safety and loss management - the professional's duties
(6) Environmental responsibilities

B Professional Practice (20%)

(1) Professional accountability for work, workplace issues, job responsibilities and standards of practice
(2) Continuing competence
(3) Quality management and standards of skill in practice
(4) Business practices as a professional
(5) Insurance and risk management
(6) Professional and technical societies
(7) Non-statutory standards and codes of practice

C Regulatory Authority Requirements (9%)

(1) Safety and loss management - regulatory aspects
(2) Environmental regulations
(3) Occupational health and safety
(4) Workers compensation
(5) Other statutory standards of practice

D Law and Legal Concepts (25%)

(1) Canadian legal system and international considerations, basics of business organizations
(2) Contract Law - elements, principles, types, discharge, breach, interpretation etc.
(3) Tort Law - elements, application of principles, interpretation, liabilities of various kinds
(4) Intellectual Property - patents, trademarks, software issues, copyright
(5) Arbitration and Alternative Dispute Resolution (ADR)
(6) Expert Witness

E The Act (16%)

(1) Definition of the professions and scopes of practice
(2) Structure and functions of a Provincial Association
(3) Regulations and By-Laws
(4) Registration
(5) Discipline and enforcement
(6) Use of seals and stamps

The examination is closed book and two hours in duration. The 100 multiple-choice questions are broken down into the above distribution. All questions are common to the professions of engineering and geoscience. The pass mark is 70%*. The examination is graded as a "pass" or "fail" with a report available in each area on your specific performance in each area in the event of failure. You are not penalized for wrong answers. The grade is final.

** Pass marks may be slightly adjusted for individual sessions based on valid psychometric factors designed to ensure that over time, and among groups of candidates, pass-fail decisions are made on a consistent basis.*

PROFESSIONAL PRACTICE EXAMINATION

RECOMMENDED STUDY MATERIALS

*** These recommended materials are common to both Engineering and Geoscience applicants.*

The following texts are available for at the APEGBC office, University or other Commercial Bookstores or at Public Libraries. To order study materials from APEGBC, please refer to the attached Study Materials Order Form.

1. Canadian Professional Engineering and Geoscience: Practice and Ethics
G.C.Andrews (2005)
Publisher Thompson Canada Ltd.

2. Practical Law of Architecture, Engineering, and Geoscience, Canadian Edition
Brian M. Samuels and Doug R. Sanders

3. Industry Canada Booklets
(i) A Guide to Patents
(ii) A Guide to Trade-Marks
(iii) A Guide to Industrial Designs
(iv) A Guide to Copyrights
Industry Canada, Canadian Intellectual Property Office
Tel: (819) 953-5054 or download from http://cipo.gc.ca

4. The Engineers and Geoscientists Act, Bylaws and Code of Ethics *
Association of Professional Engineers and Geoscientists of British Columbia
download from http://www.apeg.bc.ca/resource/publications/index.html

PROFESSIONAL PRACTICE EXAMINATION

SAMPLE QUESTIONS

*** All questions are common to both Engineering and Geoscience applicants.*

---

1. According to the Code of Ethics, which of the following activities by professional member would be considered UNETHICAL?

(a) Not charging a fee for presenting a speech.
(b) Signing plans prepared by an unknown person.
(c) Reviewing the work of another member with that member's consent.
(d) Providing professional services as a consultant.

"B" is correct. It is unethical for professionals to sign plans not prepared by themselves or under their direct supervision.

2. Which of the following is an example of a fraudulent, contractual misrepresentation?

(a) A party is coerced into signing a contact by means of intimidation.
(b) A party knowingly makes false statements to induce another party into a contract.
(c) A party induces his son-in-law to sign an unfair contract.
(d) A party unknowingly provides false information about a portion of a contract.

"B" is correct. Knowingly providing false information to induce a contract is fraudulent misrepresentation.

3. Contractual disputes of a technical nature may be more expeditiously and effectively solved through:

(a) A lawsuit
(b) Court appeals
(c) Contract renegotiations
(d) Arbitration

"D" is correct. Arbitration provides an effective expeditious resolution to technical disputes.

4. Which type of original work below is automatically protected by copyright upon creation?

(a) Paintings
(b) Inventions
(c) Clothing designs
(d) Signatures

"A" is correct. Of the works listed, only a painting is protected by copyright law.

5. In order for compensation to be awarded to a plaintiff in a tort liability case, the defendant must have:

(a) Caused injury to the plaintiff.
(b) Been wilfully negligent.
(c) Signed a contract of performance.
(d) Performed under supervision.

"A" is correct. Injury is one of three criteria that must be met for compensation to be awarded in a tort liability case.

6. The professional's standard of care and skill establishes the point at which a professional:

(a) May or may not charge a fee for services.
(b) Has the duty to apply reasonable care.
(c) May be judged negligent in the performance of services.
(d) Has met the minimum requirements for registration.

"C" is correct. The standard of care is used to judge whether or not a professional has been negligent in the performance of services.

THE ASSOCIATION OF PROFESSIONAL ENGINEERS AND GEOSCIENTISTS OF BRITISH COLUMBIA
200 - 4010 Regent St., Burnaby, BC, Canada V5C 6N2
Tel: (604) 430-8035; Fax: (604) 430-8085

PROFESSIONAL PRACTICE EXAMINATION APPLICATION

			OFFICE USE ONLY
Given Names	**Family Name**		
Preferred Mailing Address *(Suite #, Street Address)* ☐ Work Address ☐ Home Address			**AMS #** _____
City	Province/State	Postal/Zip Code	**Payment** ☐ $_____
Country	E-mail		☐ Courier $_____
Work Tel	Home Tel	Fax	☐ Cheque #_____
Exam Location: ☐ Lower Mainland ☐ Victoria ☐ Other (refer to back of this page)			☐ VISA/MC/AMEX ☐ Cash
Have you attempted this examination before? ☐ Yes, when & where: _____ ☐ No			**Current Status** ☐ EIT/GIT ☐ Applicant
I have submitted an application for Professional Membership (this is mandatory): ☐ Yes			☐ Disciplined
Examination Session ☐ October 19, 2009 (application deadline: September 03, 2009) ☐ January 18, 2010 (application deadline: December 07, 2009) ☐ April 19, 2010 (application deadline: March 18, 2010) ☐ July 19, 2010 (application deadline: June 14, 2010)			**Academics** ☐ Accredited ☐ Exams completed ☐ Exams waived ☐ Subject to PPE ☐ LTE
Fees Examination Fee Please refer to the FEE SCHEDULE for the most current fee. http://www.apeg.bc.ca/reg/fees.html Note that the fee is different if you are writing in Canada, the USA or overseas. **Total Amount Enclosed:** *(Please indicate)* **$_____**			**Invigilator** ☐ N/A ☐ Lic #_____ ☐ Location _____
Payment ☐ Cheque (payable to APEGBC) ☐ Cash ☐ Credit Card #_____ Exp. Date: _____ Name of Cardholder on card: _____ Authorization Signature: _____			☐ Part 1 required ☐ Part 2 required
Applications will not be accepted after the application deadline. ***Candidates who cancel after the deadline or fail to write or pass the exam will not have their fees refunded, nor will a credit be carried to the next exam session.*** ***I hereby agree to abide by the examination regulations as described in this guide.***			**Initial** _____
Signature		Date	

THE ASSOCIATION OF PROFESSIONAL ENGINEERS AND GEOSCIENTISTS OF BRITISH COLUMBIA
200 - 4010 Regent St., Burnaby, BC, Canada V5C 6N2
Tel: (604) 430-8035; Fax: (604) 430-8085

REMOTE INVIGILATION APPLICATION

Candidates may write the Professional Practice Examination in a location other than in the Lower Mainland or Victoria. **Please note that writing the examination outside of the Lower Mainland or Victoria will require the candidate to cover additional courier and other costs.**

Invigilator Information

Name of Invigilator _____

Registration/License Number _____

Courier Delivery Address

** No box or bag number

** A Business Address is preferred

Company Name _____

Street Address _____

_____

City _____ Province/State _____

Postal/Zip Code _____ Country _____

Invigilator's Daytime Contact Information

Phone _____ Extension _____

Email _____

Test Centre Address

☐ Same as courier delivery address

Company Name _____

Street Address _____

_____

City _____ Province/State _____

Postal/Zip Code _____ Country _____

THE ASSOCIATION OF PROFESSIONAL ENGINEERS AND GEOSCIENTISTS OF BRITISH COLUMBIA
200 - 4010 Regent St., Burnaby, BC, Canada V5C 6N2
Tel: (604) 430-8035; Fax: (604) 430-8085

STUDY MATERIALS ORDER FORM

Name: _____ Tel: _____

Delivery Address: _____

_____

Professional Practice Examination Recommended Study Materials		
☐	Study Kit – Includes Both Recommended Books · *Canadian Professional Engineering and Geoscience Practice and Ethics* · *Practical Law of Architecture, Engineering, and Geoscience*, *Canadian Edition* The Engineers and Geoscientists Act, Bylaws and Code of Ethics, and Industry Canada Booklets are recommended additional study materials. These materials can be downloaded from our website at **http://www.apeg.bc.ca/reg/ppe.html**	$_____
☐	*Canadian Professional Engineering and Geoscience Practice and Ethics* – shipped including postage and handling	$_____
☐	*Practical Law of Architecture, Engineering, and Geoscience, Canadian Edition* – shipped including postage and handling	$_____
Payment Enclosed:		$

Type of Payment: ☐ Cheque ☐ Cash ☐ Credit Card (Visa / MasterCard / AMEX)

Card Number: _____ Expiry Date: _____

Name of cardholder on card: _____

Signature: _____

* The texts *Canadian Professional Engineering Practice and Practical Law of Architecture, Engineering, and Geoscience* may be purchased in person at the Association office, or picked up by courier at the candidate's expense. For fees please refer to fee schedule **http://www.apeg.bc.ca/reg/fees.html**

† All study materials will be sent via Canada Post. Domestic delivery may take two – three weeks. Candidates may wish to arrange their own courier to pick up purchased materials at their own expense. Please call the above telephone number to arrange for courier pick up.

FOR OFFICE USE ONLY		
Date Paid:	Amount received: $	Initial
Date Sent: via Mail/Courier	AMS ID #:	