User Guide to Apply for Practice of Professional Engineering Examination (PPE)

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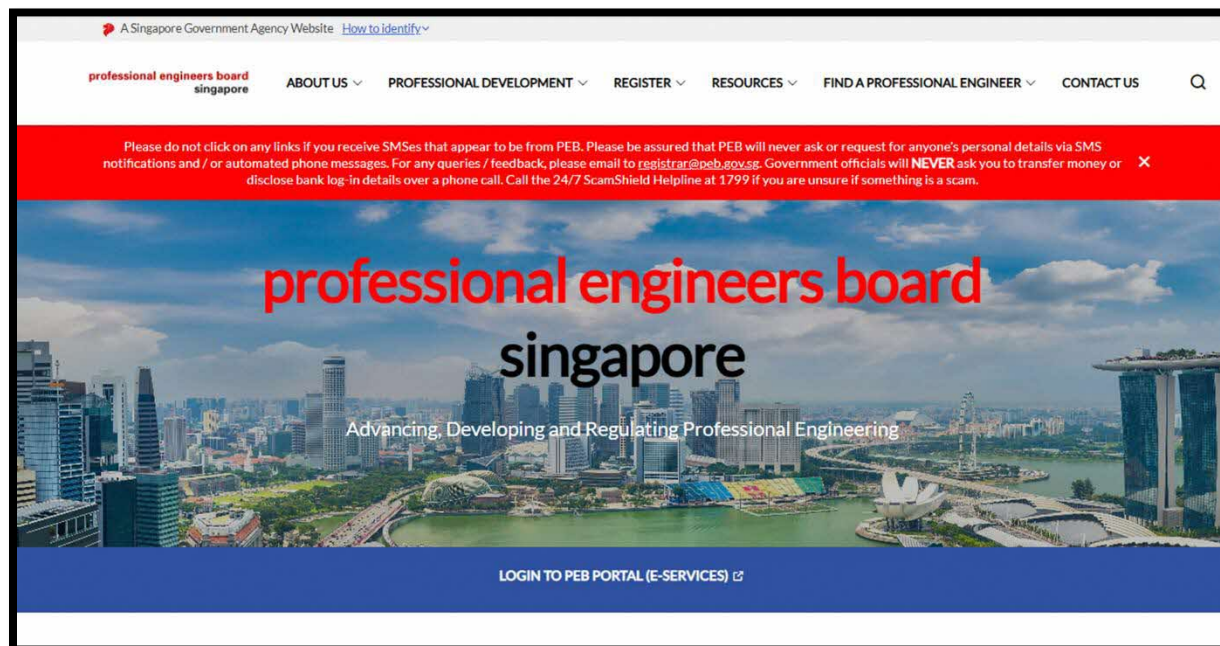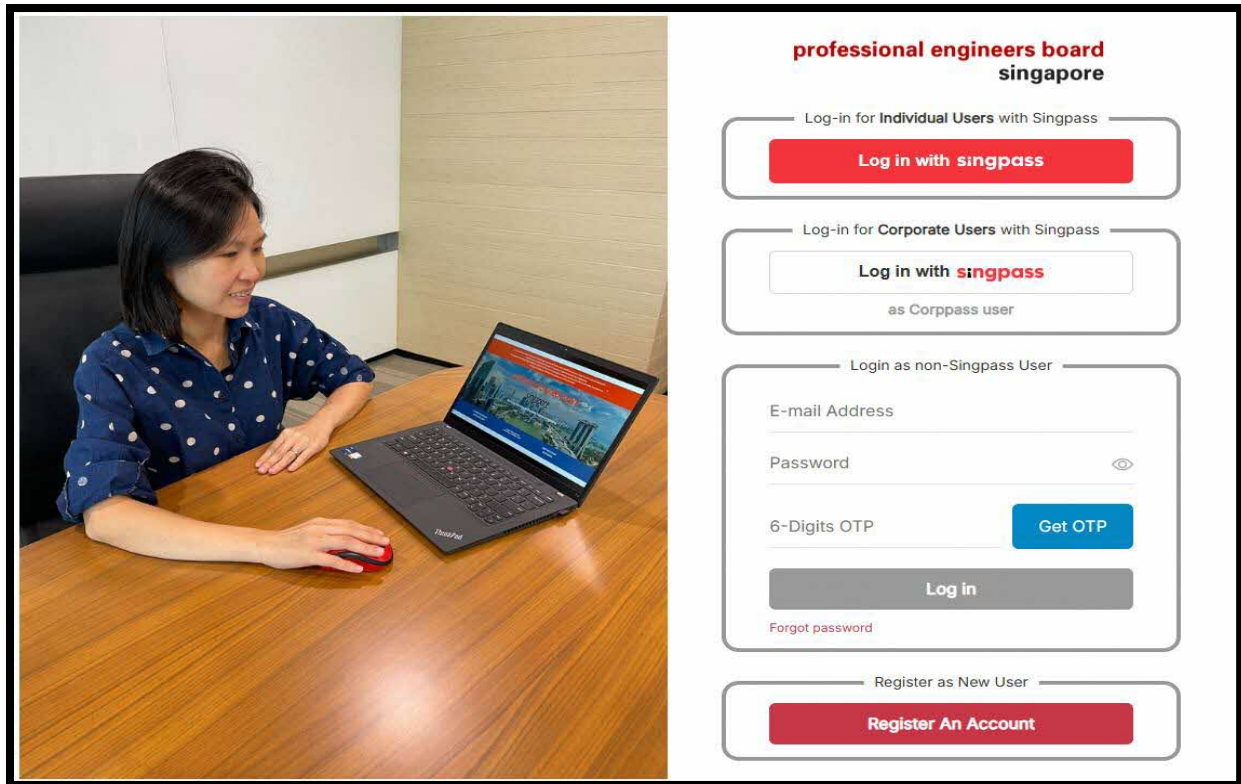**Dear Applicant**

PEB has prepared this guide to assist you in your application process. Please refer to the PEB website for application prerequisites.

1 Navigation to PEB Portal (E- Services) from PEB Website

Access the **PEB website** by visiting https://www1.peb.gov.sg/. On the homepage, click on **"LOGIN TO PEB PORTAL (E-SERVICES)"** to proceed to PEB Portal login page.
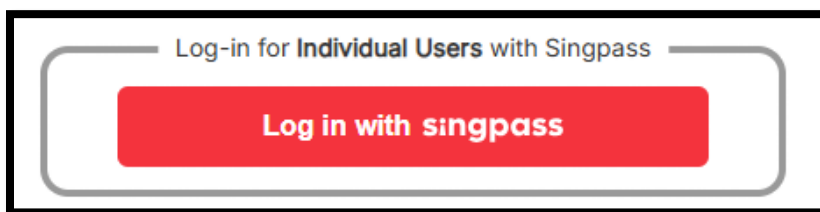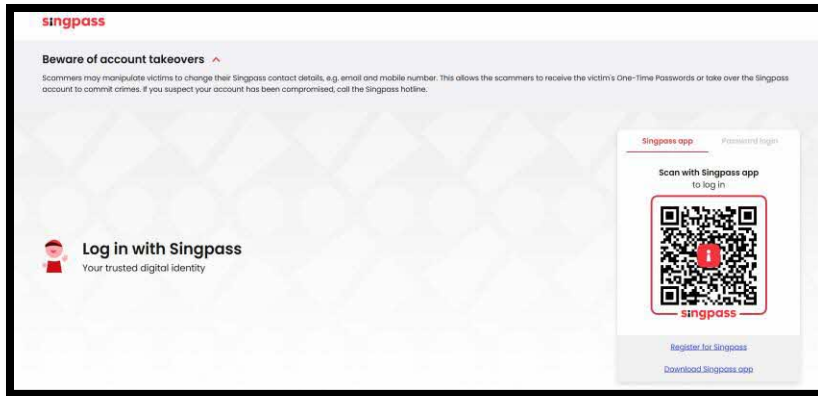
2 User Log In

2.1 Login with Singpass

If you are Singapore citizens, Permanent Residents (PRs), and holders of valid work pass (Employment Pass, S-Pass, Work Permit or Dependant's Pass) and already registered with PEB, select **"Log in with Singpass"**. You will be redirected to the Singpass Login page. Enter your Singpass credentials to login. After successful login, you will be redirected to the PEB Dashboard. **Please review your "Profile" after logging in to the portal.**
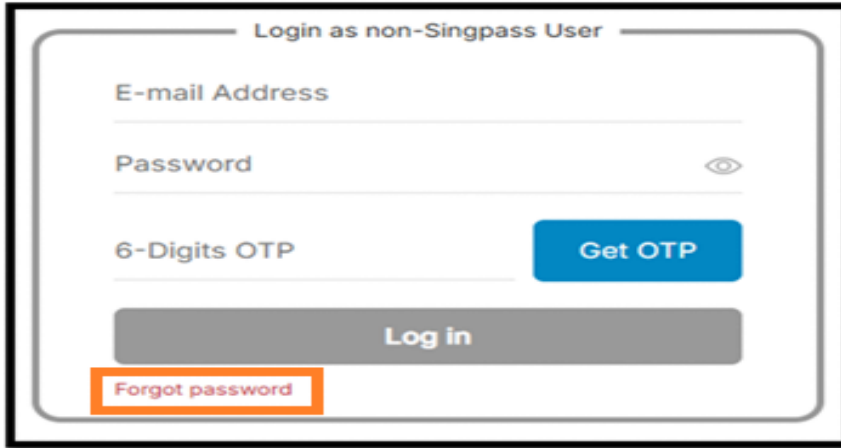
2.2 Login as non-Singpass user

If you are a foreigner without Singpass and has an existing account with PEB, use the registered email to login under **"Login as non-Singpass User"** section.

i.   Enter your registered email address and password.

ii.   Click **"Get OTP"** to receive your OTP. Your OTP will be sent to your email address.

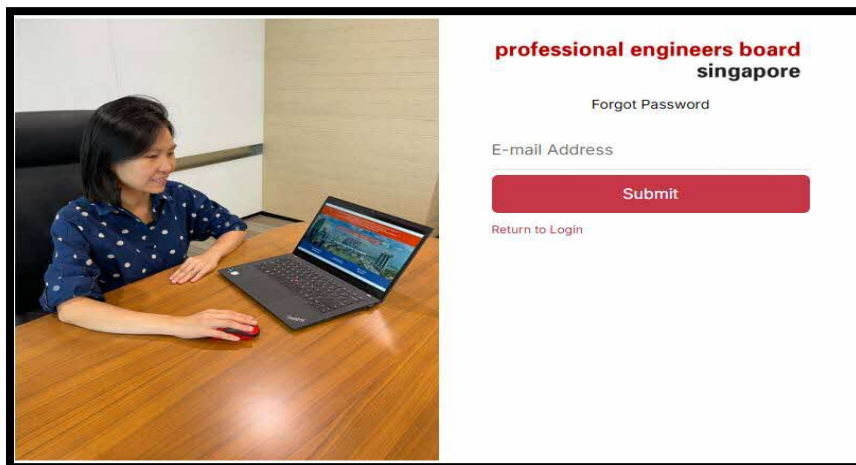iii.   Enter your 6-digit OTP received in your email and click Login.

iv.   If you have forgotten your password, click the **"Forgot password"** section to reset your password.

v. You will be redirected to the page below. Enter your registered email address and click **"Submit"**. The password reset URL will be sent to your email. Please check your inbox and click on the URL to reset your password. **Please review your "Profile" after logging in to the portal.**
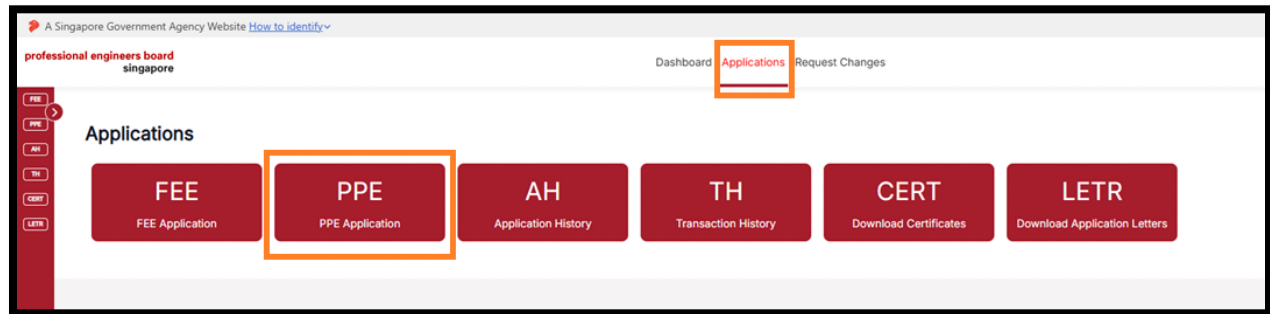

3 Submit online application and payment

An applicant may submit an application to PEB together with a fee of $450.

Following the submission and subject to meeting application requirements, an applicant will be required to attend PPE exam conducted by PEB.

For applicants who are retaking the exam, it is important to fill out the correct data that has been provided in the previous application to facilitate the processing of the new application.

4 Application for Practice of Professional Engineering (PPE) Examination – Step by Step Guide

To submit PPE application, go to the **Applications** tab. The PPE icon will be visible once the PPE examination session is open. Click the PPE icon to begin and submit your application.

4.1 Submission of Application

The online application form should take about 10 to 15 minutes to complete. All entries are to be made in Title Case (i.e. Capitalise Each Word). During the application process, you may save your progress by selecting **"Save as Draft"**. This allows you to return and continue from where you left off the next time you logged in. To resume, simply click on the application with a **"Draft"** status on your dashboard.

Step 1 - Declaration

Before you proceed to apply for PPE, you are required to select your applied engineering branch, and system will auto populate if you have retake. You will also be required to read about the requirement, and you declare that you have done so. You may click and read the requirements at "*Applicants – Practice of Professional Engineering*", please review all declarations carefully and check the corresponding boxes where applicable to proceed with the application.

Note: The **"Proceed"** button will be enabled only after you have opened and reviewed the requirements under **"Applicants – Practice of Professional Engineering"** and checked all the required declaration boxes.

Step 2 – Personal Particulars

- All fields indicated with * are mandatory.
- Information on this page will be pre-filled using details from previously submitted applications, and the fields will be non-editable.
- The same identification document must be produced during the exam.

Step 3 – Contact Information

- All fields indicated with * are mandatory.
- Information on this page will be pre-filled using details from previously submitted applications, and the fields will be non-editable.
- Make the appropriate selection in fields with a dropdown list.
- Only one set of data input for each field is required on contact no. and email address, i.e. do not input more than 1 contact no. or email address in the same field.
- As some companies may have 'firewalls' in place, do provide a personal email address to ensure you receive an email acknowledgement of your application.
- In case of an address change, enter the postal code in the *Postal Code* field and click the *Search* button. The system will automatically populate the *Block/House No.*, *Street/City/State Name*, and *Building Name*. You will only need to enter the *Floor No.* and *Unit No.* **Please note:** The populated data is not editable, so there is no need to change the text format (e.g., from UPPERCASE to Title Case).

Step 4 – Employment Information

- All fields indicated with * are mandatory.
- Information on this page will be pre-filled using details from previously submitted applications.
- Based on your selection of *Employer Type (Private Sector/Public Sector)*, make the appropriate selection in fields with a dropdown list.
- Provide your current employment status and information. Failure to provide accurate employer status and information may affect your future application in meeting the required practical experience in engineering work.

Step 5 – Summary of Education

- Information on this page will be pre-filled using details from previously submitted applications.
- All fields indicated with * are mandatory.
- Make the appropriate selection in fields with a dropdown list.
- Do not input non-engineering related qualifications.
- Do not use abbreviations on the name of the university and ensure that the university name and address are the same as you have indicated in the form on verification of academic record.
- The dates indicated must be the same as those on your qualification certificate/transcripts.
- If you have additional qualifications (engineering related), click the **"Add"** button. Otherwise, proceed to the next page by clicking the **"Next"** button

Application for Practice of Professional Engineering Examination (PPE)

Summary of Education
(Complete this form in English. Fields marked with an asterisk are compulsory)

Cancel   Save as Draft   Next

Name of University/College/Institution	Qualification Awarded	Qualification Type	Awarded Date	Actions
Nanyang Technological University (NTU)	Electrical	Degree	05-Apr-1984	

Show 10 entries

Showing 1 to 1 of 1 entry

« ‹ 1 › »

Add

Add a Qualification
(Complete this form in English. Fields marked with an asterisk are compulsory)

Save

Country of Qualification Awarded*
Singapore

Qualification Type*
Diploma

Name of University/College/Institution*
Name of University/College/Institution*

Address of University/College/Institution*
Address of University/College/Institution*

Qualification Awarded*
i.e. Diploma in Civil Engineering

Branch of Engineering*
Chemical

Attendance Date From*
dd-mmm-yyyy

Attendance To*
dd-mmm-yyyy

Attendance Duration
Years/Months

Type of Program*
Full Time

Program Duration*
4 Years

Date of award*
dd-mmm-yyyy

Remarks
Enter Remarks, such as thesis title

Step 6 – Employment History

- Information on this page will be pre-filled using details from previously submitted applications.
- All fields indicated with * are mandatory.
- Make the appropriate selection in fields with a dropdown list.
- Provide your current and previous employment status and information. Failure to provide accurate employer status and information may affect your future application in meeting the required practical experience in engineering work.
- If you have additional employment history, click the **"Add"** button. Otherwise, proceed to the next page by clicking the **"Next"** button.

Application for Practice of Professional Engineering Examination (PPE)

Employment History
(Complete this form in English. Fields marked with an asterisk are compulsory)

Cancel | Save as Draft | Next

Name of Company/Organisation	Date	Designation	Actions
R2 Consulting	01-Nov-1984	Director	✏️ 🗑️

Show 10 entries

Showing 1 to 1 of 1 entry

« ‹ 1 › »

Add

Add an Employment History
(Complete this form in English. Fields marked with an asterisk are compulsory)

Save

Under Employment currently*
☐ Currently

From*
dd-mmm-yyyy

To*
dd-mmm-yyyy

Designation*
Designation*

Name of Company/Organisation*
Name of Company/Organisation*

Total Employment (Yrs)*
0

Total Employment (Mths)*
0

Step 7 – Professional Experience

- Before proceeding with the application, applicants must add at least one professional experience record. To do so, click the **"Add"** button to input your experience record.

- All fields indicated with * are mandatory.
- Make the appropriate selection in fields with a dropdown list.
- Provide your current and previous project status and information. Failure to provide accurate employer status and information may affect your PE application (after passing PPE) in meeting the required practical experience in engineering work.
- In terms of duration of practical experience, at least 2 years 6 Months of professional experience are required after the qualification awarded date. Only dates after the qualification awarded date can be set as the project start date for professional experience.
- If you have additional project experience, click the **"Add"** button. Otherwise, proceed to the next page by clicking the **"Next"** button.

Step 8 – Supporting Document

- All fields indicated with * are mandatory.
- The data will be automatically populated based on the details provided in the previously submitted applications.
- All files will have a maximum of 5 MB upload limit.
- Follow the on-screen instructions to upload the correct file type and the required number of files for each category.
- If you have additional supporting documents, upload your file under **"Any Other Supporting Document(s)"**. Otherwise, proceed to the next page by clicking the **"Next"** button.

Step 9 – Summary

This section allows you to check and confirm your information before submitting the online application.

- To make changes to your input, use the side menu to navigate to the relevant pages. Avoid using your browser's Back or Forward buttons, as this may disrupt the application process.
- Confirm that all information provided is accurate by ticking the checkbox, then click **"Next"** to proceed.

Step 10 – e-Payment

This section allows you to pay your application fee by e-payment.

- Click the **"Pay"** button to get into the payment page.

- To proceed with the payment please click the **"Yes"** button from the Confirm pop up to redirect to the payment page.
- The accepted payment mode is VISA or Master credit card/ debit card.
- You may make a final check of your input done at the Payment page before clicking the Pay button.
- To return to the PEB Portal dashboard you can click the backward button upon the top left corner.
- To complete the payment, you can click the **"Pay"** button to proceed.
- After payment is submitted you will be redirected back to the PEB Portal dashboard within 10 seconds.
- You will receive Pay SG and PEB acknowledgement email once the application is submitted.

← Professional Engineers Board

Name	Your Name
Identifier	Your NRIC number or Passport/Employment Pass if you are not Singaporean
Email	Your Email Address

Summary

Description	Amount (SGD)
PPE Registration Fee	$450.00
Total	**$450.00**

Complete payment

Card number

1234 1234 1234 1234   VISA

Expiration date

MM / YY

Security code

CVC   123

Country

Singapore

Pay $450.00

✔ **PAY**SG

Step 11 – Application Form

Once the payment is made, please navigate to the submitted application in the dashboard. Click on the PPE application with status **"Pending Processing"**. You will be redirected to the Summary page. Click on the **"Generate PDF"** button to print the submitted application form for your reference.

PEB will review and process your application and may reach out to you should any additional information or supporting documents be required. All correspondence will be sent from registrar@peb.gov.sg , please look out for notification. Alternatively, you can log in to the PEB portal to check the status of the application.

In case of any clarifications, PEB will return the application to you and the application will be in status **"Pending Resubmission"**.

4.2   Download Payment Receipt

To download the payment receipt, navigate to Applications → Transaction History and click on the download button.

5 Re-Submission of Application

In case of any clarifications, PEB will return the application and notify you by email. You will be required to log in to the system and resubmit the application with the requested details.

To resubmit the returned application, proceed as follows:

    i.   Log in to the system.
    ii.   The application will be in the status **"Pending Re-Submission"**.

    iii.   Select the application to open the **Correspondence** page.
    iv.   Click **"Additional Documents"** to expand the section.

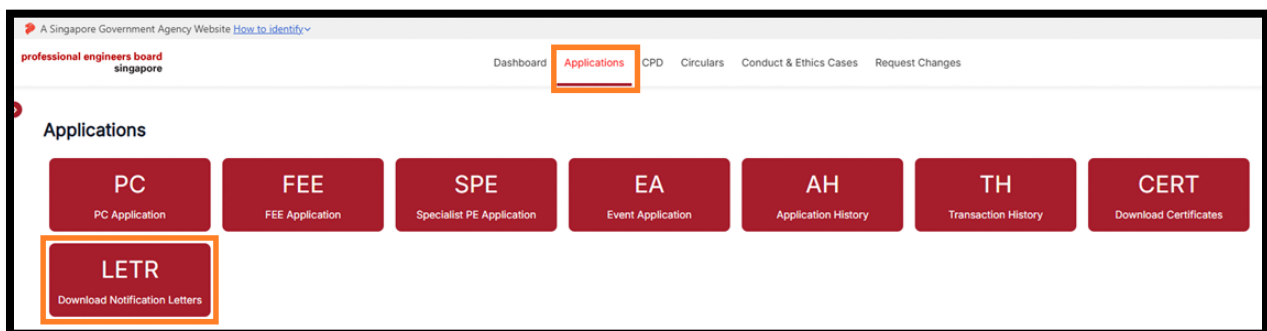   v.   You can view the comments provided by PEB.

vi.   Upload the required documents or provide the requested details.

vii.   Enter the **"Remarks"** and click **"Resubmit"** to resubmit the application to PEB for further processing.

viii.   After resubmission, the status of the application will change to **"Pending Processing (Resubmission)"**.

6 Download Notification Letters

Once the submitted application is approved, you can download the **Notification Letters** by navigating to Applications → Download Notification Letters and clicking the download button.