



PSI Services LLC
 3210 E Tropicana
 Las Vegas, NV 89121
www.psiexams.com

*Before paying for
 your examination registration,
 be sure you understand
 the contents of this bulletin.
 Please retain and use it as a reference
 when contacting PSI.*

**PROFESSIONAL LICENSING BOARDS DIVISION
 GEORGIA LAND SURVEYOR LICENSURE EXAMINATION
 CANDIDATE INFORMATION BULLETIN**



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Please refer to our website to check for the most updated information at www.psiexams.com

EXAMINATIONS BY PSI

This Candidate Information Bulletin provides you with information about the examination and application process for becoming licensed as a land surveyor in the State of Georgia.

Georgia State law requires land surveyors to be licensed and regulated by the Georgia State Board of Registration for Professional Engineers and Land Surveyors. Eligibility for examination is determined by the Board.

The Board has contracted with PSI Services LLC (PSI) to administer the Georgia parts of the Land Surveyors Exam - Laws and Rules (Part III) and Hydrology (Part IV). The examinations will be administered as computer based examinations through a network of examination centers located throughout Georgia. The exams are developed through a collaboration of PSI and the Georgia State Board of Registration for Professional Engineers and Land Surveyors. The examinations are developed to meet state as well as national requirements in basic principles and examination development standards.

HOW TO OBTAIN A LICENSE

Application for Licensure

1. Candidates are asked to contact the Georgia State Board of Registration for Professional Engineers and Land Surveyors to request an application for licensure.
2. The Board staff will process the application for licensure. Candidates will be notified of their eligibility for an examination by the Board.
 - a. Information concerning the Principles and Practice of Land Surveying Examination (Part II) is available through the National Council of Examiners for Engineering and Surveying (NCEES).
 - b. Candidates approved for an examination will be provided an applicant number, telephone number and instructions on how to contact PSI and register for the examination.
3. Any questions concerning licensure should be directed to the Board office or website listed below:

Professional Licensing Boards Division
Georgia State Board of Registration for Professional Engineers and Land Surveyors
237 Coliseum Drive
Macon, GA 31217-3858
(478) 207-2440
www.sos.georgia.gov/plb/pels

IMPORTANT

In addition to meeting other Board requirements, candidates for licensure are required to pass the Principles and Practice of Land Surveying (Part II) and Georgia State (Part III and IV) examinations.

EXAMINATION REGISTRATION AND SCHEDULING PROCEDURES

Registration for Examination

1. Candidates must contact PSI to register for their examination.
2. All questions and requests for information about examination(s) should be directed to PSI at the address or website listed below:

PSI Services LLC
3210 E Tropicana
Las Vegas, NV 89121
(855) 744-0314 • Fax (702) 932-2666
www.psiexams.com

The following fee table lists the applicable fee for the examination. The fee is for each registration, whether you are taking the examination for the first time or re-examination. If you fail the examination, you must wait 30 days before you can retest.

EXAMINATION FEE

Examination Fee	\$140
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NOTE: REGISTRATION FEES ARE NOT REFUNDABLE OR TRANSFERABLE

INTERNET REGISTRATION

For the fastest and most convenient test scheduling process, PSI recommends that candidates register for their exams using the Internet. In order to register over the Internet, candidates will need to have a valid credit card (Visa, MasterCard, American Express or Discover). Candidates register online by accessing PSI's registration website at www.psiexams.com. Internet registration is available 24 hours a day. In order to register by Internet, complete the steps below.

1. Log onto PSI's website and complete the associated registration form online and submit your information to PSI via the Internet.
2. Upon completion of the online registration form, you will be given the available exam dates and locations for scheduling your examination. Select your desired testing date

TELEPHONE REGISTRATION

For telephone registration, you will need a valid credit card (Visa, MasterCard, American Express or Discover).

Complete the Examination Registration Form, including your credit card number and expiration date, so that you will be prepared with all of the information needed to register by telephone.

PSI registrars are available at (855) 744-0314 Monday through Friday, between 7:30 am and 10:00 pm and Saturday/Sunday, between 9:00 am and 5:30 pm, Eastern Time, to receive the information listed on your Examination Registration Form and to schedule your appointment for the examination.



FAX REGISTRATION

For Fax registration, you will need a valid credit card (VISA, MasterCard, American Express or Discover).

Complete the Examination Registration Form, including your credit card number and expiration date.

1. Fax the completed form to PSI (702) 932-2666. Fax registrations are accepted 24 hours a day.
2. If your information is incomplete or incorrect, it will be returned for correction.

Please allow 4 business days to process your Registration. After 4 business days, you may call PSI to schedule the examination, (855) 744-0314.

STANDARD MAIL REGISTRATION

For those desiring to make payment for their examination using **cashiers checks** or **money orders**, or for those that simply do not wish to provide credit card information over the phone or Internet, you must use the Standard Mail Registration. In order to register, please follow the steps below.

1. Complete the PSI registration form, and appropriate examination fee to PSI. Payment may be made by credit card (VISA, MasterCard, American Express or Discover), money order, cashier's check or company check. Personal checks and cash are NOT accepted. Money orders and checks should be made payable to PSI, with your ID number written on it to ensure that your fees are properly assigned.

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BE SURE TO READ ALL DIRECTIONS CAREFULLY BEFORE COMPLETING THE EXAMINATION REGISTRATION FORMS. IMPROPERLY COMPLETED FORMS WILL BE RETURNED TO YOU UNPROCESSED.

2. If your application or fees are not correct, we will return them to you immediately with instructions on correct application procedures.
3. Please allow 2 weeks to process your Registration. After 2 weeks, you may call PSI at (855) 744-0314, Monday-Friday between 7:30 am and 10:00 pm, or Saturday and Sunday between 9:00 am and 5:30 pm, Eastern Time, to schedule the examination.

CANCELING AN EXAMINATION APPOINTMENT

You may cancel and reschedule an examination appointment without forfeiting your fee if your *cancellation notice is received 2 days before the scheduled examination date*. For example, for a Monday appointment, the cancellation notice would need to be received on the previous Saturday. You must call PSI at (855) 744-0314 or use the PSI website.

Note: A voice mail message is NOT an acceptable form of cancellation. Please use the PSI Website or call PSI to speak directly to a Customer Service Representative.

SCHEDULING A RE-EXAMINATION

In order to retest, you must re-register following the steps for registration and scheduling as outlined earlier. You may re-register over the Internet, telephone or by mail. Once registered, you can reschedule for your re-examination.

MISSED APPOINTMENT OR LATE CANCELLATION

Your registration will be invalid, you will not be able to take the examination as scheduled, and you will forfeit your examination fee, if you:

- Do not cancel your appointment 2 days before the schedule examination date;
- Do not appear for your examination appointment;
- Arrive after examination start time;
- Do not present proper identification when you arrive for the examination.

EXAM ACCOMMODATIONS

All examination centers are equipped to provide access in accordance with the American Disabilities Act (ADA) of 1990. Qualified applicants with disabilities that would prevent them from taking the examination under standard conditions must complete the form at the end of the Candidate Information Bulletin. The Exam Accommodations Request Form and documentation of disability should be submitted at the time of application.

EXAMINATION SITE CLOSING FOR AN EMERGENCY

In the event that severe weather or another emergency forces the closure of an examination site on a scheduled examination date, your examination will be rescheduled. PSI personnel will attempt to contact you in this situation. However, you may check the status of your examination schedule by calling (855) 744-0314. Every effort will be made to reschedule your examination at a convenient time as soon as possible. You may also check our website at www.psiexams.com.

VETERAN PREFERENCE POINTS

1. Georgia law (General Provisions Volume 30, Title 43-1-9 (1)(2)(3)) provides that veterans meeting certain conditions are eligible for the addition of five or ten percentage points to their examination scores.
2. To qualify, veterans must have served for a minimum of one year in active duty status, and must have served during a period of conflict or war for a minimum of 90 days. The law provides that you may also qualify for veterans preference points if you were "discharged for injury or illness incurred in [the] line of duty...if [your] disability is rated at 10 percent or above at the time of taking the examination."



To apply for Veterans' Preference Points candidates must submit a copy of their DD-214 form and documentation of disability if applicable, to the Board office at the time of application.

If you have been approved for Veteran Preference Points, you will receive a final score report which from the Board office once your scores have been received.

EXAMINATION SITE LOCATIONS

The PSI examinations are administered at the examination centers listed below:

PSI Atlanta (Duluth) 3505 Koger Blvd, Suite 175 Duluth, GA 30096

From I-85 N: Use the right lane to take exit 104 for Pleasant Hill Rd. Use the second to the right lane to turn right onto Pleasant Hill Road. Use the left two lanes to turn left onto Breckinridge Blvd. Turn right onto Centerview Dr. NW. Turn right onto Koger Blvd. The building is on the right.

PSI Atlanta (Marietta) The Pavilions at East Lake Shopping Center 2100 Roswell Road NE, Suite 2128 Marietta, GA 30062

Exit I-75 at North Marietta Parkway (Loop 120/Exit 263). Drive approximately 1.5 miles to the 120 Roswell Road exit (go past Powers Ferry and Lower Roswell Roads). Exit at the 120 East Roswell Road and head east for approximately 1 mile. The Pavilions at East Lake Shopping Center is on the right side of the road.

PSI Macon 3902 Northside Dr, Suite C5 Macon, GA 31210

From the North, take I-75 South to exit 169. Turn right onto Arkwright Road. Turn right at the second traffic light. Turn left at Ashley Park Office Building. You must enter and park from rear of buildings.

From the South, take I-75 North to exit 169. Turn left onto Arkwright Road. Turn right at the third traffic light. Turn left at Ashley Park Office Building. You must enter and park from the rear of buildings.

PSI Tifton 251 Southwell Blvd. Suite A Tifton, GA 31794 I-75 S / GA-401 S. Take the Southwell Blvd exit- Exit 59. Turn Left onto CR-204 / Southwell Blvd. Continue to follow Southwell Blvd.

Additionally, PSI has examination centers in many other regions across the United States. You may take the written examination at any of these locations by following the instructions on the Exam Accommodations Request Form found at the end of this bulletin.

REPORTING TO THE EXAMINATION SITE

On the day of the examination, you should arrive at least 30 minutes before your appointment. This extra time is for sign-in and identification. *If you arrive late, you may not be admitted to the examination site and you will forfeit your examination registration fee.*

REQUIRED IDENTIFICATION AT EXAMINATION SITE

You must provide 2 forms of identification. One must be a VALID form of government issued identification (driver's license, state ID, passport), which bears your signature and has your photograph. The second ID must have your signature and preprinted legal name. All identification provided must match the name on the Examination Registration Form and your Registration Confirmation Notice.

If you cannot provide the required identification, you must call (855) 744-0314 at least 3 weeks prior to your scheduled appointment to arrange a way to meet this security requirement. *Failure to provide all of the required identification at the time of the examination without notifying PSI is considered a missed appointment, and you will not be able to take the examination.*

SECURITY PROCEDURES

The following security procedures will apply during the examination:

- Only non-programmable calculators that are silent, battery-operated, do not have paper tape printing capabilities, and do not have a keyboard containing the alphabet will be allowed in the examination site.
- Candidates may take only approved items into the examination room.
- You will be given a piece of scratch paper and pencil at check-in. These will be returned to the proctor at the end of the session.
- All personal belongings of candidates should be placed in the secure storage provided at each site prior to entering the examination room. Personal belongings include, but are not limited to, the following items:
 - Electronic devices of any type, including cellular / mobile phones, recording devices, electronic watches, cameras, pagers, laptop computers, tablet computers (e.g., iPads), music players (e.g., iPods), smart watches, radios, or electronic games.
 - Bulky or loose clothing or coats that could be used to conceal recording devices or notes. For security purposes outerwear such as, but not limited to: open sweaters, cardigans, shawls, scarves, hoodies, vests, jackets and coats are not permitted in the testing room. **In the event you are asked to remove the outerwear, appropriate attire, such as a shirt or blouse should be worn underneath.**
 - Hats or headgear not worn for religious reasons or as religious apparel, including hats, baseball caps, or visors.
 - Other personal items, including purses, notebooks, reference or reading material, briefcases,



backpacks, wallets, pens, pencils, other writing devices, food, drinks, and good luck items.

- Although secure storage for personal items is provided at the examination site for your convenience, PSI is not responsible for any damage, loss, or theft of any personal belongings or prohibited items brought to, stored at, or left behind at the examination site. PSI assumes no duty of care with respect to such items and makes no representation that the secure storage provided will be effective in protecting such items. If you leave any items at the examination site after your examination and do not claim them within 30 days, they will be disposed of or donated, at PSI's sole discretion.
- Person(s) accompanying an examination candidate may not wait in the examination center, inside the building or on the building's property. This applies to guests of any nature, including drivers, children, friends, family, colleagues or instructors.
- No smoking, eating, or drinking is allowed in the examination center.
- During the check in process, all candidates will be asked if they possess any prohibited items. Candidates may also be asked to empty their pockets and turn them out for the proctor to ensure they are empty. The proctor may also ask candidates to lift up the ends of their sleeves and the bottoms of their pant legs to ensure that notes or recording devices are not being hidden there.
- Proctors will also carefully inspect eyeglass frames, tie tacks, or any other apparel that could be used to harbor a recording device. Proctors will ask to inspect any such items in candidates' pockets.
- If prohibited items are found during check-in, candidates shall put them in the provided secure storage or return these items to their vehicle. PSI will not be responsible for the security of any personal belongings or prohibited items.
- Any candidate possessing prohibited items in the examination room shall immediately have his or her test results invalidated, and PSI shall notify the examination sponsor of the occurrence.
- Any candidate seen giving or receiving assistance on an examination, found with unauthorized materials, or who violates any security regulations will be asked to surrender all examination materials and to leave the examination center. All such instances will be reported to the examination sponsor.
- Copying or communicating examination content is violation of a candidate's contract with PSI, and federal and state law. Either may result in the disqualification of examination results and may lead to legal action.
- Once candidates have been seated and the examination begins, they may leave the examination room only to use the restroom, and only after obtaining permission from the proctor. Candidate will not receive extra time to complete the examination.

TAKING THE EXAMINATION BY COMPUTER

The examination will be administered via computer. You will be using a mouse and computer keyboard.

IDENTIFICATION SCREEN

You will be directed to a semiprivate testing station to take the examination. When you are seated at the testing station, you will be prompted to confirm your name, identification number, and the examination for which you are registered.

TUTORIAL

Before you start your examination, an introductory tutorial is provided on the computer screen. The time you spend on this tutorial, up to 15 minutes, DOES NOT count as part of your examination time. Sample questions are included following the tutorial so that you may practice answering questions and reviewing your answers.

TEST QUESTION SCREEN

The "function bar" at the top of the test question provides mouse-click access to the features available while taking the examination.



The screenshot shows a web-based test interface. At the top, there is a navigation bar with icons for Mark, Comments, Goto, Help, and End. Below this is a status bar showing: Question: 3 of 40, Answered: 2, Unanswered: 1, Marked: 0, View: All, Time Left (Min): 359. The main question area displays: "3. What do the stars on the United States of America's flag represent?" Below the question is a text input field. Underneath, it says "(Choose from the following options)" and lists four radio button options: "1. Presidents", "2. Colonies", "3. States", and "4. Wars". At the bottom of the question area, there are two buttons: "<< Back" and "Next >>".

One question appears on the screen at a time. During the examination, minutes remaining will be displayed at the top of the screen and updated as you record your answers.

IMPORTANT: After you have entered your responses, you will later be able to return to any question(s) and change your response, provided the examination time has not run out.

EXPERIMENTAL ITEMS

In addition to the number of questions per examination, a small number of five to ten "experimental" questions may be administered to candidates during the examinations. These questions will not be scored and the time taken to answer them will not count against examination time. The administration of such non-scored experimental questions is an essential step in developing future licensing examinations.

EXAMINATION REVIEW

PSI, in cooperation with the Georgia State Board of Registration for Professional Engineers and Land Surveyors, will be consistently evaluating the examination being administered to ensure that the examination accurately measures competency in the required knowledge areas. While



taking the examination, examinees may submit comments on any question. Comments may be entered by clicking the Comments link on the function bar of the test question screen.

These comments will be analyzed by PSI examination development staff. PSI does not respond to individuals regarding these comments, all substantive comments are reviewed. **This is the only review of examination materials available to candidates.**

SCORE REPORTING

In order to pass the Georgia Land Surveyors Law and Rule Exam portion, a candidate must answer 56 out of 80 questions correctly. In order to pass the Hydrology portion, a candidate must answer 29 out of 40 questions correctly. Your score will be given to you immediately following completion of the examination. The following summary describes the score reporting process:

- **On screen** - your score will appear immediately on the computer screen. This will happen automatically at the end of the time allowed for the examination; if you are using review features, you will be able to obtain your score immediately when you indicate that you have finished and would like to see your results.
 - If you **pass**, you will immediately receive a successful notification.
 - If you **do not pass**, you will immediately receive an unsuccessful notification on the screen along with a diagnostic report indicating your strengths and weaknesses by examination type. Registration forms for submittal to PSI to retake the examination will be available at the examination site.
- **On paper** - an official score report will be printed at the examination site.

DUPLICATE SCORE REPORTS

You may request a duplicate score report after your examination by emailing scorereport@psionline.com or by calling (855) 744-0314.

PREPARING FOR YOUR LICENSE EXAMINATION

The following suggestions will help you prepare for your examination.

- Planned preparation increases your likelihood of passing.
- Start with a current copy of this Candidate Information Bulletin and use the examination content outline as the basis of your study.
- Read study materials that cover all the topics in the content outline.
- Your studies will be most effective if you study frequently, for periods of about 45 to 60 minutes. Concentration tends to wander when you study for longer periods of time.

SAMPLE QUESTIONS

The following questions are intended to help you become familiar with some of the types of questions you may find on the examination. The questions are the multiple-choice type, and you are to select the one *best* answer of those presented. These sample questions do not represent the full range of content or difficulty levels contained in the actual examination.

1. What is the minimum line width allowed by O.C.G.A. 15-6-67 for an 11 inch by 17 inch tracing?
 - a. 0.001 inch
 - b. 0.010 inch
 - c. 0.013 inch
 - d. 0.100 inch
2. A gore is
 - a. an area intentionally left between two tracts of land.
 - b. land left for future dedication.
 - c. overlapping land between two surveys.
 - d. a parcel of land left between land that has been divided from different directions.
3. What is the standard concrete culvert size required to pass 260 cfs with a maximum headwater depth of 10 ft. (square edge entrance, entrance loss coefficient = 0.5)?
 - a. 42 inches
 - b. 48 inches
 - c. 54 inches
 - d. 60 inches

EXAMINATION CONTENT OUTLINES

Georgia Land Surveyor Laws and Rules Examination

# of Questions	Time Allowed
80	120 Minutes

CONTENT OUTLINE

Subject Area	# of Items
Georgia's Land Division Systems	12
Headright Grants	3
Land Lots and Districts	4
Georgia Militia Districts	1
Municipal (City) Boundaries	2
State Boundaries	2
Georgia Laws Regarding Surveying Practice	18
Plat Act (OCGA 15-6-67)	5
Condominium Act (OCGA 44-3-70 to 44-3-92)	2
Licensing and Regulation (OCGA 43-15)	5
Georgia Monumentation Act (OCGA 44-1-15)	2



Statute of Limitations Regarding Survey Errors (OCGA 9-3-30.2)	1
State Plane Coordinate System (OCGA 44-4-20 to 44-4-31)	3
Georgia Boundary Legal Principles	22
Boundary Control	6
Riparian Rights (OCGA 44-4-8; 44-8-1 to 44-8-10)	4
Adverse Possession (OCGA 44-4-7; 44-5)	3
Prescriptive Right (OCGA 44-5; 44-9-1; 44-9-54; 44-9-55)	3
Easement (OCGA 44-9-1 to 44-9-60)	3
Coastal and Marshland Boundaries (OCGA 12-5-230 to 248; 12-5-280 to 297)	3
Georgia Professional Standards for Property Surveys	28
Measurement Precision Requirements (Rule 180-7-.03 and .04)	3
Use of GPS Equipment (Rule 180-7-.09)	3
Requirements for Research and Predetermined Analysis (Rule 180-7-.02)	5
Requirements for Field Survey (Rule 180-7-.02)	3
Requirement of Boundary Analysis, Gores, and Overlaps (Rule 180-7-.02)	4
Requirements of Monumentation (Rule 180-7-.05)	3
Requirements for Maps and Plats (OCGA 15-6-67; RULE 180-7-.07)	7

REFERENCE LIST

This examination is CLOSED BOOK. The reference materials listed below were used to prepare the questions for this examination, they are not exhaustive. The examination may also contain questions based on trade knowledge or general industry practices. Scratch paper will be provided at the test site.

The following reference materials ARE NOT allowed in the examination center.

- Engineer's scale
- Georgia Land Surveying History and Law, by Faris Cadle, Copyright 1991 by the University of Georgia Press.
- The Official Code of Georgia, Annotated (OCGA), especially Title 43 - Chapter 15 (Land Surveyors) and Chapter 1 (General Provisions)
- The Georgia Board of Land Surveyor Rules, especially Chapter 180
- The O.C.G.A. and Board Rules can be found by following the links at the bottom right-hand side of the page at www.sos.ga.gov. The links are labeled **Georgia Code** and **Georgia Rules and Regulations**.

Per the National Council of Examiners for Engineering and Surveying: devices or materials that might compromise the security of the examination or examination process are not permitted. The calculator must be a silent, non-printing, battery operated or self-powered type.

While the calculator may be programmable, it should not be a device designed for the storage and/or retrieval of alphabetic data (such as an electronic organizer), and should not have a "qwerty" style alphabetic keyboard. NO computers are permitted. CANDIDATES SHOULD BRING SPARE BATTERIES FOR THEIR CALCULATOR.

Hydrology (Part IV) Examination

# of Questions	Time Allowed
40	240 Minutes

CONTENT OUTLINE

Subject Area	% of Items
DETERMINING RUNOFF CALCULATIONS	25%
PIPE SIZING [STORM & SANITARY SEWERS]	20%
STREET AND SITE GRADING	20%
SEWER PROFILING	5%
OPEN CHANNEL DESIGN [CALCULATIONS, FLOW]	10%
EROSION CONTROL	15%
DESIGN OF WATER DISTRIBUTION	5%

REFERENCE LIST

This examination is OPEN BOOK. The reference material listed below was used to prepare the questions for this examination, it is not exhaustive. The examination may also contain questions based on trade knowledge or general industry practices. Scratch paper will be provided at the test site.

The following reference material is allowed in the examination center. For these examinations, any hydrology, hydraulics, or related college textbooks are allowed.

- Manual for Erosion and Sedimentation Control in Georgia, <http://gaswcc.georgia.gov>
- Georgia Stormwater Management Manual, <http://atlantaregional.com/environment/georgia-stormwater-manual>

ALL REFERENCE MATERIALS MUST BE PERMANENTLY BOUND. BOUND is defined as stitched, glued or fastened by spiral binders, plastic snap binder, brads or screw posts. Material in ring binders is also acceptable. Loose papers or papers held together by rubber bands are NOT permissible. No tables, unbound tables, notes or papers are permitted in the examination room. Candidates are NOT permitted to exchange reference materials or aids during the examination.

Per the National Council of Examiners for Engineering and Surveying: devices or materials that might compromise the security of the examination or examination process are not permitted. The calculator must be a silent, non-printing, battery operated or self-powered type.



While the calculator may be programmable, it should not be a device designed for the storage and/or retrieval of alphabetic data (such as an electronic organizer), and should not have a “qwerty” style alphabetic keyboard. NO computers are permitted. CANDIDATES SHOULD BRING SPARE BATTERIES FOR THEIR CALCULATOR.

Candidates failing any part of the examination must retake and pass that portion in order to become licensed.



EXAM ACCOMMODATIONS OR OUT-OF-STATE TESTING REQUEST

All examination centers are equipped to provide access in accordance with the Americans with Disabilities Act (ADA) of 1990.

Applicants with disabilities or those who would otherwise have difficulty taking the examination should request for alternative arrangements by [Clicking Here](#).

Requirements for exam accommodation requests:

You are required to submit documentation from the medical authority or learning institution that rendered a diagnosis. Verification must be uploaded to PSI on the letterhead stationery of the authority or specialist and include the following:

- Description of the disability and limitations related to testing
- Recommended accommodation/modification
- Name, title and telephone number of the medical authority or specialist
- Original signature of the medical authority or specialist

**MAKE SURE YOU ARE REGISTERED FOR THE EXAMINATION BEFORE
REQUESTING EXAMINATION ACCOMMODATIONS**

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