

Section 109 Filing of Applications

(a) Definitions:

- (1) A "new candidate" shall mean a candidate who is submitting his or her first application to the Board for eligibility evaluation for the Architect Registration Examination (ARE) or one who had previously submitted an application but had been determined by the Board to be ineligible.
- (2) An "inactive candidate" shall mean a candidate who (A) has not taken an examination as a candidate of the Board for five or more years, or (B) has been determined by the Board to be eligible but who has not taken any examination since the Board's determination and five or more years have passed.
- (3) "Active in the examination process" shall mean that there has not been a period of five or more years since (A) the candidate last took an examination as a candidate of the Board, or (B) the candidate has been determined by the Board to be eligible.
- (4) A "re-examinee" shall mean a candidate who has previously been determined by the Board to be eligible for the ARE and who is active in the examination process as a candidate of the Board.

(b) Application Process:

- (1) Effective July 1, 2007, a new or inactive candidate applying to the Board for eligibility evaluation for the ARE shall prior to eligibility for the examination enroll in the Intern Development Program (IDP) by establishing a Council Record with the National Council of Architectural Registration Boards (NCARB).

The requirement to establish a NCARB Council Record does not apply to a candidate who was determined by the Board to be eligible on or before July 1, 2007 and who is active in the examination process.

- ~~(2)~~ Effective January 1, 2005, a new or inactive candidate applying to the Board for eligibility evaluation for the ARE shall prior to licensure complete ~~the Intern Development Program (IDP)~~ of the ~~National Council of Architectural Registration Boards (NCARB)~~, as defined in the most recent edition of NCARB's Intern Development Program Guidelines (currently the ~~2007-2008~~ ~~2005-2006~~ edition), or the Intern Architect Program (IAP) of Canada (currently the 2001 edition), plus a Board-specified documentation requirement as described in the Board's Comprehensive Intern Development Program (CIDP) Handbook (currently the 2005 edition). All three documents referred to in the preceding sentence are hereby incorporated by reference.

The IDP/IAP/CIDP requirement does not apply to a candidate who (A) was determined by the Board to be eligible on or before December 31, 2004 and who is active in the examination process; or (B) has completed all of the necessary education equivalents prior to January 1, 2005, who has submitted a completed application for eligibility evaluation to the Board that is postmarked on or before December 31, 2004, and who has been determined by the Board to be eligible.

- (32) A new or inactive candidate shall submit an Application for Eligibility Evaluation, 19C-1 (9/2006), as provided by the Board and certified under penalty of perjury, and accompanied by such supporting documents required herein. Such supporting documents may include the candidate's current and valid IDP file transmitted by NCARB or current and valid verification of completion of the requirements of Canada's IAP, CIDP Evidence Verification Forms, certified original transcripts sent directly to the Board by the college or university, Employment Verification Form(s), 19C-12 (9/2006), and, if appropriate, proper foreign education evaluations and self-employment documentation. Applications for Eligibility Evaluation shall be accepted on a continuous basis throughout the year. For a candidate applying for eligibility for the ARE, the eligibility review fee specified in Section 144(a) shall be required.
- (43) A new or inactive candidate receiving notification that he or she is ineligible based on insufficient education and/or employment verification as evaluated by the Board [and/or failure to enroll in IDP by establishing an NCARB Council Record](#) shall submit such additional education and/or employment verification [and/or verification of enrollment in IDP](#).
- (54) Upon the Board's determination of a candidate's eligibility for the ARE [based upon the Board's education requirements and evidence of the candidate's enrollment in IDP](#), the Board shall transmit the candidate's eligibility information to NCARB or its authorized representative for entry into NCARB's database. For a candidate whose application is submitted on or after July 1, 1999 and who has been determined to be eligible, such eligibility shall be retained while the candidate is active in the examination process.
- (65) As a candidate acquires additional work experience, it is the candidate's responsibility to ensure that the employer(s) complete Employment Verification Forms covering the work experience gained with that employer and that the forms are submitted to the Board.
- (76) Effective January 1, 2005, a new or inactive candidate who is a licensed architect in a qualifying foreign country, as defined in Section 117(c)(2), shall prior to licensure (A) complete NCARB's IDP, as defined in the most recent edition of NCARB's Intern Development Program Guidelines (currently the [2007-2008 2005-2006](#) edition), or the Intern Architect Program of Canada (currently the 2001 edition), plus a Board-specified documentation requirement

as described in the Board's Comprehensive Intern Development Program Handbook (currently the 2005 edition); or

(B) submit to the Board 1. proof of licensure in the qualifying foreign country, 2. an Employment Verification Form on his or her own behalf documenting five years of practice of architecture as a licensed architect in the qualifying foreign country, 3. an Employment Verification Form documenting at least one year of experience under the direct supervision of an architect licensed in a United States jurisdiction granted at 100% credit or at least two years of experience under the direct supervision of an architect(s) registered in a Canadian province granted at 50% credit, and 4. documentation of five years of education equivalents. All three documents referred to in subdivision (b)(76)(A) are hereby incorporated by reference.

(87) Effective January 1, 2005, a new or inactive candidate who is a licensed architect in a non-qualifying foreign country and one who is a licensed architect in a qualifying foreign country but who does not submit all of the items prescribed in subdivision (b)(76) shall apply as a new candidate and meet the requirements prescribed in subdivisions (b)(1) and b(2) of this section.

(c) Effective July 1, 1999, a re-examinee applying for eligibility for the ARE shall submit a Test Application Form, 19C-11 (3/2006), and accompanied by the eligibility review fee specified in Section 144(a). Upon determination that the candidate is eligible, the Board shall transmit the candidate's eligibility information to NCARB or its authorized representative for entry into NCARB's database. For a candidate whose application is submitted on or after July 1, 1999 and who has been determined to be eligible, such eligibility shall be retained while the candidate is active in the examination process. Test Applications Forms shall be accepted on a continuous basis throughout the year.

(d) ~~(d)~~ A candidate who had a with-current and valid eligibility on file with the Board by _____ may schedule with NCARB or its authorized representative to take one or more division(s) of the ARE without first enrolling in IDP.

(e) A candidate who did not have a valid eligibility on file with the Board by _____ may only schedule with NCARB or its authorized representative to take one or more division(s) of the ARE after first enrolling in IDP by establishing an NCARB Council Record.

(fe) The Board shall retain the file of a candidate who is active in the examination process as a candidate of the Board. The Board may purge the candidate file of an inactive candidate. An inactive candidate who wishes to reapply to the Board shall be required to apply in accordance with this section by submitting the required documents to allow the Board to determine the candidate's current eligibility. For a candidate applying for the ARE, the eligibility review fee specified in Section 144(a) shall be required.

The Board shall retain for a two-year period, transcripts, Employment Verification Forms, and other supporting documents received from individuals who have not submitted an Application for Eligibility Evaluation. Thereafter, the Board may purge these documents.

Subdivisions (b)(~~24~~), (b)(~~76~~), and (b)(~~87~~), which contain provisions for the IDP/IAP/CIDP requirement, shall become inoperative on January 1, 2011, and, as of January 1, 2011, are repealed, unless a later enacted regulation, which becomes operative on or before January 1, 2011, deletes or extends the date on which they become inoperative and are repealed.

Note: Authority cited: Section 5526, Business and Professions Code.

Reference: Section 5550, Business and Professions Code.

116. Eligibility for Examination.

This section shall apply to candidates who are not licensed architects and who are not eligible for reciprocity pursuant to Section 121.

- (a) To be eligible for the Architect Registration Examination (ARE), a candidate shall meet one of the following requirements [below and enroll in the Intern Development Program by establishing a Council Record with the National Council of Architectural Registration Boards:](#)
 - (1) Have a degree in architecture accredited by the National Architectural Accrediting Board from a school of architecture as approved by the Board, or
 - (2) Have at least sixty (60) net months of architectural training and experience under the direct supervision of an architect in private practice or the equivalent as evaluated by the Board, or
 - (3) Have a combination of educational and experience credit as evaluated by the Board such as to total sixty (60) net months.

- (b) (1) To be eligible for a California Supplemental Examination administered prior to January 1, 2005, a candidate shall have been granted Board credit for all required divisions of the ARE and have at least seven and one-half (7-1/2) net years of educational and/or experience credits as evaluated by the Board, of which at least one year of experience shall have been under the direct supervision of an architect(s) licensed in a United States jurisdiction.

- (2) To be eligible for a California Supplemental Examination administered on or after January 1, 2005, a candidate shall have been granted Board credit for all required divisions of the ARE and have at least eight (8) net years of educational and/or experience credits as evaluated by the Board, of which at least one year of experience shall have been under the direct supervision of an architect(s) licensed in a United States jurisdiction granted at 100% credit or at least two years of experience under the direct supervision of an architect(s) registered in a Canadian province granted at 50% credit, including completion of the IDP/IAP/CIDP requirement if applicable pursuant to Section 109.

Note: Authority cited: Section 5526, Business and Professions Code. Reference: Section 5550, Business and Professions Code.