

Department of Consumer Affairs
Title 16. California Architects Board

PROPOSED REGULATORY LANGUAGE
Architect-in-Training

Legend:	Added text is indicated with an <u>underline</u> . Omitted text is indicated by (* * * *) Deleted text is indicated by strikeout .
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Adopt Section 109.05 of Article 2 of Division 2 of Title 16 of the California Code of Regulations as follows:

§ 109.05 Architect-in-Training Applications.

(a)(1) To be eligible for authorization to use the Architect-in-Training (AIT) title, a candidate (“candidate”) who is “active in the examination process,” in accordance with California Code of Regulations (CCR) Section 109(a)(3), shall:

- (A) Meet the requirements set forth in subdivision (a) of Section 5500.2 of the code,
- (B) Have passed an examination within the past four years, and
- (C) Submit a completed application to the Board that includes the nonrefundable fee specified in CCR Section 144 and all of the following information:
 - (i) Candidate’s full legal name (Last Name, First Name, Middle Name, and (if any) Suffix),
 - (ii) Candidate’s Board identification number,
 - (iii) Candidate’s National Council of Architectural Registration Boards (NCARB) record number,
 - (iv) Candidate’s social security number or individual taxpayer identification number,
 - (v) Candidate’s mailing address and email address,
 - (vi) Candidate’s telephone number,
 - (vii) Responsible supervisor’s name,
 - (viii) Responsible supervisor’s mailing address and email address,
 - (ix) Responsible supervisor’s telephone number, and
 - (x) Responsible supervisor’s license number.

(2) The California licensed architect responsible for supervising the candidate (“responsible supervisor”) shall:

(A) Not be on probation, and

(B) Not have had a citation issued by the Board within the prior three years.

(C) Submit the following information:

(i) Responsible supervisor’s name,

(ii) Responsible supervisor’s license number,

(iii) Candidate’s full legal name, and

(iv) A statement acknowledging the conditions set forth in subsection (a) of Section 5587.5 of the code.

(b) Upon meeting the requirements of this section, the Board shall authorize the candidate to use the AIT title for a period of four years.

(c) Upon the expiration of the AIT title, candidates may apply one additional time to reinstate the title for second four-year period as set forth in subsection (h) below.

(d) A candidate who has not met the requirements as set forth in subsection (a) shall be notified and have the opportunity to submit additional information to meet the eligibility requirements.

(e) The holder of an AIT title must notify the Board within 30 calendar days if their responsible supervisor changes. The notification must include the following information listed below.

(1) The following information shall be submitted by the candidate:

(A) Candidate’s full legal name (Last Name, First Name, Middle Name, and (if any) Suffix),

(B) Candidate’s Board identification number,

(C) Candidate’s NCARB record number,

(D) Prior responsible supervisor’s name and license number,

(E) Replacement responsible supervisor’s name and license number,

(F) Replacement responsible supervisor’s mailing address and email address,

(G) Replacement responsible supervisor’s telephone number, and

(2) The following information shall be submitted by the replacement responsible supervisor:

- (A) Replacement responsible supervisor's name,
 - (B) Replacement responsible supervisor's license number,
 - (C) Candidate's full legal name, and
 - (D) A statement acknowledging the conditions set forth in subsection (a) of Section 5587.5 of the code.
- (f) A candidate who has been approved to use the AIT title may request that the title be placed into an inactive status by submitting a written request to the Board with the following information:
- (1) Candidate's full legal name (Last Name, First Name, Middle Name, and (if any) Suffix),
 - (2) Candidate's Board identification number,
 - (3) Candidate's NCARB record number,
 - (4) A statement that the candidate is requesting to place their AIT title into an inactive status, and
 - (5) An acknowledgement that they will not use the AIT title during this time of inactivity.
- (g) An inactive AIT title may be reactivated by following the instructions below.
- (1) The following information shall be submitted by the candidate:
 - (A) Candidate's full legal name (Last Name, First Name, Middle Name, and (if any) Suffix),
 - (B) Candidate's Board identification number,
 - (C) Candidate's NCARB record number,
 - (D) Responsible supervisor's name and license number,
 - (E) Responsible supervisor's mailing address and email address,
 - (F) Responsible supervisor's telephone number, and
 - (G) A request that their inactive status be updated to active status.
 - (2) The following information shall be submitted by the responsible supervisor:
 - (A) Responsible supervisor's name
 - (B) Responsible supervisor's license number,
 - (C) Candidate's full legal name, and

(D) A statement acknowledging the conditions set forth in subsection (a) of Section 5587.5 of the code.

(h) A candidate may apply to the Board a second time to use the AIT title when the following conditions have been met:

(1) The candidate has taken and passed an additional division of the ARE within the four years immediately preceding this application,

(2) The candidate has a responsible supervisor, and

(3) The candidate submits an application to the Board as required by subsection (a)(1)(C).

(i) An AIT authorization is subject to suspension or revocation for violations set forth in Section 5587 of the code. The holder of the AIT title shall receive notice and an opportunity to respond in an informal review. The suspension period set forth in the notice or the revocation will be considered final 30 days after issuance of the initial notice or immediately upon the issuance of a final decision after an informal hearing. The responsible supervisor will receive a copy of the notice and decision. If the Board chooses to pursue discipline against the licensee, Section 5560 et seq of the code shall apply.

(j) (1) Sections (a) and (e) shall remain in effect only until January 1, 2033.

(2) Sections (b), (c), and (d) shall remain in effect only until January 1, 2037.

(3) All AIT titles issued that could extend beyond January 1, 2037 shall be dated as expiring January 1, 2037.

Note: Authority cited: Sections 5500.2 and 5526, Business and Professions Code.

Reference: Sections 5500.2, 5526, 5587, and 5587.5 Business and Professions Code.

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Create Section 144 of Article 7 of Division 2 of Title 16 of the California Code of Regulations as follows:

§ 144 Fees.

- (a) The application fee for reviewing a candidate's eligibility to take any or all division(s) of the Architect Registration Examination (ARE) is one hundred dollars (\$100) for applications submitted on or after July 1, 1999.
- (b) The application fee for reviewing a reciprocity candidate's eligibility to take the California Supplemental Examination is one hundred dollars (\$100).
- (c) The fee for the California Supplemental Examination is one hundred dollars (\$100).
- (d) The fee for an original license is four hundred dollars (\$400). If the license is issued less than one year before the date on which it will expire, the fee is two hundred dollars (\$200).
- (e) The biennial renewal fee is four hundred dollars (\$400).
- (f) The delinquency fee is one hundred dollars (\$100).
- (g) The fee for a duplicate certificate is twenty-five dollars (\$25).
- (h) The fee for a retired license is one hundred fifty dollars (\$150).
- (i) The fee for a license certification prepared by the Board is forty dollars (\$40).
- (j) The fee for the Architect-in-Training application is one hundred thirty-one dollars (\$131).

Note: Authority cited: Sections 5500.2 and 5526, Business and Professions Code.
Reference: Sections 5500.2 and 5604, Business and Professions Code.