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**ARCHITECTS SECTION**  
**EXAMINING BOARD OF ARCHITECTS, LANDSCAPE ARCHITECTS,**  
**PROFESSIONAL ENGINEERS, DESIGNERS AND LAND SURVEYORS**  
**Room 121A, 1400 E. Washington Avenue, Madison**  
**Contact: Brittany Lewin 608-266-2112**  
**October 18, 2016**

*The following agenda describes the issues that the Section plans to consider at the meeting. At the time of the meeting, items may be removed from the agenda. Please consult the meeting minutes for a description of the actions of the Section.*

**AGENDA**

**9:30 A.M.**

**OPEN SESSION – CALL TO ORDER – ROLL CALL**

**A. Adoption of Agenda (1-3)**

**B. Approval of Minutes (4-5)**

1. July 30, 2016

**C. Administrative Matters**

1. Staff Updates
2. Section Member Introductions and Recognition

**D. Legislation and Rule Matters – Discussion and Consideration**

1. Update on Pending Legislation and Pending and Possible Rulemaking Projects

**E. Credentialing Matters – Discussion and Consideration (6-22)**

1. NCARB Architectural Experience Program Update
2. Wisconsin Equivalent Intern Development Program Record of Experience
3. Mutual Recognition Agreement with Australia and New Zealand

**F. NCARB Update – Discussion and Consideration (23)**

1. Architect Registration Examination (ARE) 5.0 November Launch

**G. Speaking Engagement(s), Travel, or Public Relation Request(s)**

1. NCARB Member Board Chairs and Member Board Executives Meeting

**H. Deliberation on Items Added After Preparation of Agenda:**

1. Introductions, Announcements and Recognition
2. Election of Section Officers
3. Appointment of Section Liaisons
4. Administrative Matters

5. Education and Examination Matters
6. Credentialing Matters
7. Practice Matters
8. Legislative/Administrative Rule Matters
9. Liaison Reports
10. Informational Items
11. Disciplinary Matters
12. Presentations of Petitions for Summary Suspension
13. Petitions for Designation of Hearing Examiner
14. Presentation of Proposed Stipulations, Final Decisions and Orders
15. Presentation of Proposed Final Decision and Orders
16. Presentation of Interim Orders
17. Petitions for Re-Hearing
18. Petitions for Assessments
19. Petitions to Vacate Orders
20. Requests for Disciplinary Proceeding Presentations
21. Motions
22. Petitions
23. Appearances from Requests Received or Renewed
24. Speaking Engagement(s), Travel, or Public Relation Request(s)

I. Public Comments

**CONVENE TO CLOSED SESSION to deliberate on cases following hearing (s. 19.85(1)(a), Stats.); to consider licensure or certification of individuals (s. 19.85(1)(b), Stats.); to consider closing disciplinary investigations with administrative warnings (ss. 19.85 (1)(b), and 440.205, Stats.); to consider individual histories or disciplinary data (s. 19.85 (1)(f), Stats.); and to confer with legal counsel (s. 19.85(1)(g), Stats.).**

J. Application Reviews

K. Deliberation on Division of Legal Services and Compliance (DLSC)

1. **Administrative Warnings**
  - a) 15 ARC 004 – J.P.A. **(24-25)**
  - b) 16 ARC 003 – J.L.T. **(26-27)**
2. **Proposed Stipulations, Final Decisions and Orders**
  - a) 15 ARC 003 – Ryan J. Thacker **(28-33)**
3. **Case Closing**
  - a) 15 ARC 002 **(34-37)**
  - b) 16 ARC 006 **(38-41)**

L. Deliberation of Items Added After Preparation of the Agenda

1. Education and Examination Matters
2. Credentialing Matters
3. Application Reviews
4. Disciplinary Matters
5. Monitoring Matters
6. Professional Assistance Procedure (PAP) Matters

7. Petitions for Summary Suspensions
8. Petitions for Designation of Hearing Examiner
9. Proposed Stipulations, Final Decisions and Order
10. Administrative Warnings
11. Review of Administrative Warnings
12. Proposed Final Decision and Orders
13. Matters Relating to Costs/ Orders Fixing Costs
14. Case Closings
15. Proposed Interim Orders
16. Petitions for Assessments and Evaluations
17. Petitions to Vacate Orders
18. Remedial Education Cases
19. Motions
20. Petitions for Re-Hearing
21. Appearances from Requests Received or Renewed

M. Consulting with Legal Counsel

**RECONVENE TO OPEN SESSION IMMEDIATELY FOLLOWING CLOSED SESSION**

N. Vote on Items Considered or Deliberated Upon in Closed Session, if Voting is Appropriate

O. Open Session Items Noticed Above not Completed in the Initial Open Session

**ADJOURNMENT**

**NEXT MEETING DATE APRIL 26, 2017**

**ARCHITECT SECTION  
JOINT EXAMINING BOARD OF ARCHITECTS, LANDSCAPE  
ARCHITECTS PROFESSIONAL ENGINEERS, DESIGNERS AND LAND  
SURVEYORS  
TELECONFERENCE/VIRTUAL  
MEETING MINUTES  
June 30, 2016**

**PRESENT:** Michael Eberle, James Gersich, Steven Wagner

**STAFF:** Brittany Lewin, Executive Director; Nifty Lynn Dio, Bureau Assistant

**CALL TO ORDER**

Michael Eberle, Chair, called the meeting to order at 9:00 a.m. A quorum of three (3) members was confirmed.

**ADOPTION OF AGENDA**

**Amendments to the Agenda:**

- *Added: Discussion item under G.4: Aiding and Abetting the Practice of Architecture*

**MOTION:** James Gersich moved, seconded by Steven Wagner, to adopt the agenda as amended. Motion carried unanimously.

**APPROVAL OF MINUTES**

**MOTION:** James Gersich moved, seconded by Steven Wagner, to approve the minutes from June 10, 2016 as published. Motion carried unanimously.

**WISCONSIN EQUIVALENT INTERN DEVELOPMENT PROGRAM RECORD OF EXPERIENCE**

**MOTION:** James Gersich moved, seconded by Steven Wagner, to approve the form 1947 revision 6/16 as presented with the following amendment: The title of the form shall be changed to read; WISCONSIN EQUIVALENT ARCHITECTURAL EXPERIENCE PROGRAM (INTERN DEVELOPMENT PROGRAM) RECORD OF EXPERIENCE. Motion carried unanimously.

**MOTION:** James Gersich moved, seconded by Steven Wagner, that the Section may evaluate NCARB Experience Setting O: Other Experience Opportunities, and the associated hours for future consideration. Motion carried unanimously.

**SPEAKING ENGAGEMENTS, TRAVEL, OR PUBLIC RELATION REQUESTS**

**2016 Architect Licensing Advisors Summit**

**MOTION:** James Gersich moved, seconded by Steven Wagner, to request Brittany Lewin to consider attendance at the 2016 Architect Licensing Advisors

Summit on August 5-6, 2016 in Chicago, IL. Motion carried unanimously.

### **ADJOURNMENT**

**MOTION:** James Gersich moved, seconded by Steven Wagner, to adjourn the meeting. Motion carried unanimously.

The meeting adjourned at 11:06 a.m.

**State of Wisconsin  
Department of Safety & Professional Services**

**AGENDA REQUEST FORM**

1) Name and Title of Person Submitting the Request: <b>Brittany Lewin Executive Director</b>		2) Date When Request Submitted:  Items will be considered late if submitted after 12:00 p.m. on the deadline date which is 8 business days before the meeting	
3) Name of Board, Committee, Council, Sections: Architect Section			
4) Meeting Date:  <b>10/18/16</b>	5) Attachments: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	6) How should the item be titled on the agenda page? <b>Credentialing Matters NCARB Architectural Experience Program (AXP) Update</b>	
7) Place Item in: <input type="checkbox"/> Open Session <input checked="" type="checkbox"/> Closed Session	8) Is an appearance before the Board being scheduled?  <input type="checkbox"/> Yes ( <a href="#">Fill out Board Appearance Request</a> ) <input checked="" type="checkbox"/> No	9) Name of Case Advisor(s), if required:	
10) Describe the issue and action that should be addressed:  The Section will continue discussion regarding NCARB Architectural Experience Program (AXP) changes.  Helpful links: <a href="http://www.ncarb.org/FAQs/IDP/IDPGeneral18.aspx">http://www.ncarb.org/FAQs/IDP/IDPGeneral18.aspx</a> <a href="http://www.ncarb.org/Experience-Through-Internships/IDP2-Experience-Categories-Areas/AXP-Setting-O.aspx">http://www.ncarb.org/Experience-Through-Internships/IDP2-Experience-Categories-Areas/AXP-Setting-O.aspx</a> <a href="http://www.ncarb.org/Experience-Through-Internships/Resources-for-Interns/IDP2-Rollover/Setting-O.aspx">http://www.ncarb.org/Experience-Through-Internships/Resources-for-Interns/IDP2-Rollover/Setting-O.aspx</a>			
11) Authorization			
Signature of person making this request		Date	
Supervisor (if required)		Date	
Executive Director signature (indicates approval to add post agenda deadline item to agenda)    Date			
Directions for including supporting documents: 1. This form should be attached to any documents submitted to the agenda. 2. Post Agenda Deadline items must be authorized by a Supervisor and the Policy Development Executive Director. 3. If necessary, provide original documents needing Board Chairperson signature to the Bureau Assistant prior to the start of a meeting.			

**State of Wisconsin  
Department of Safety & Professional Services**

**AGENDA REQUEST FORM**

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3) Name of Board, Committee, Council, Sections: Architect Section			
4) Meeting Date:  <b>10/18/16</b>	5) Attachments: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	6) How should the item be titled on the agenda page? <b>Credentialing Matters - Mutual Recognition Agreement with Australia and New Zealand</b>	
7) Place Item in: <input type="checkbox"/> Open Session <input checked="" type="checkbox"/> Closed Session	8) Is an appearance before the Board being scheduled?  <input type="checkbox"/> Yes ( <a href="#">Fill out Board Appearance Request</a> ) <input checked="" type="checkbox"/> No	9) Name of Case Advisor(s), if required:	
10) Describe the issue and action that should be addressed:  The Section will consider signing the Letter of Undertaking regarding the Mutual Recognition Agreement with Australia and New Zealand.			
11) Authorization			
Signature of person making this request		Date	
Supervisor (if required)		Date	
Executive Director signature (indicates approval to add post agenda deadline item to agenda)    Date			
Directions for including supporting documents: 1. This form should be attached to any documents submitted to the agenda. 2. Post Agenda Deadline items must be authorized by a Supervisor and the Policy Development Executive Director. 3. If necessary, provide original documents needing Board Chairperson signature to the Bureau Assistant prior to the start of a meeting.			

**MEMORANDUM**

**DATE:** 28 June 2016

**TO:** Member Board Chairs  
Member Board Executives

**FROM:** Kristine A. Harding, NCARB, AIA  
President, NCARB 

**RE:** Request for Signatories to the new Mutual Recognition Arrangement with Australia and New Zealand

Kristine A. Harding, NCARB, AIA  
*President/Chair of the Board*  
Huntsville, Alabama

Gregory L. Erny, NCARB, AIA  
*First Vice President/President-elect*  
Reno, Nevada

David L. Hoffman, FAIA, NCARB  
*Second Vice President*  
Wichita, Kansas

Terry L. Allers, NCARB, AIA  
*Treasurer*  
Fort Dodge, Iowa

Robert M. Calvani, NCARB, AIA  
*Secretary*  
Albuquerque, New Mexico

Dennis S. Ward, FAIA, NCARB  
*Past President*  
Florence, South Carolina

David R. Prengaman, AIA, NCARB  
*Director, Region 1*  
Providence, Rhode Island

Susan B. McClymonds, AIA, CSI, CCS, SCIP  
*Director, Region 2*  
Amsterdam, New York

Alfred Vidaurri Jr., FAIA, NCARB, AICP  
*Director, Region 3*  
Fort Worth, Texas

Stephen L. Sharp, AIA, NCARB  
*Director, Region 4*  
Springfield, Ohio

Bayliss Ward, NCARB, AIA  
*Director, Region 5*  
Bozeman, Montana

Jim Oschwald, NCARB, AIA, LEED, AP<sup>BD+C</sup>  
*Director, Region 6*  
Albuquerque, New Mexico

Kingsley Johnson Glasgow  
*Member Board Executive Director*  
Little Rock, Arkansas

John E. Cardone Jr.  
*Public Director*  
Lake Charles, Louisiana

Michael J. Armstrong  
*Chief Executive Officer*

The ability of an architect licensed in a U.S. jurisdiction to lawfully seek and find work abroad depends on their ability to become licensed in that foreign jurisdiction. In February, 2016 a new Mutual Recognition Arrangement was signed by the leaders of the Council, the Architects Accreditation Council of Australia (AACA), and the New Zealand Registered Architects Board (NZRAB).

In late 2014, current and former chairs of NCARB’s Education Committee, Internship Committee, and Examination Committee, along with additional subject-matter experts, were appointed by then-president Dale McKinney, FAIA to review the requirements for licensure in Australia and New Zealand. Through a substantial comparative analysis, this special review team found a significant correlation between the expected professional competencies for practice and the way they were established and assessed in both countries. Furthermore, the detailed comparative analysis revealed that both countries maintain a rigorous and standardized licensure process that parallels NCARB’s.

The terms of this Arrangement follow the lines of our current arrangement with Canada and are strongly founded on accredited education, structured experience, and comprehensive examination; the mainstays of licensure in our U.S. jurisdictions. All three countries also provide for alternative paths to licensure for those without accredited education. Those alternatives, like ours, are appropriately rigorous and include extended periods of experience prior to initial licensure. While this arrangement includes those applicants, the focus of the Arrangement is based on the primary and most often utilized pathway.

**Memorandum to Member Board Chairs and Member Board Executives  
Mutual Recognition Arrangement with Australia and New Zealand  
June 28, 2016  
Page 2**

The fundamental principles of recognition under this Arrangement are:

- Citizenship or lawful permanent residence in the home country,
- Validation of licensure in good standing from the home authority, and
- 6,000 hours (approximately three years) of post-licensure experience in the home country.

An architect who obtained their license through other foreign reciprocal registration procedures would not qualify for reciprocal registration under this Arrangement.

**Implementation of the Arrangement is contingent on more than half of all NCARB Member Boards becoming formal signatories to the Arrangement by December 31, 2016.** Likewise, AACA has the same timeframe to collect signed Letters from all eight of their member jurisdictions. NZRAB represents all registered architects in New Zealand and has secured ratification of the Arrangement. **Once we have collected the required number of signatories, the new arrangement will become effective January 1, 2017.**

Attached to this letter is the MRA and a Letter of Undertaking that we are respectfully asking you to sign on behalf of your Board. Please review this Letter of Undertaking with your fellow Board members and return an executed copy to Maurice Brown ([mbrown@ncarb.org](mailto:mbrown@ncarb.org)) by **December 31, 2016**. We will keep you informed as to the progress of Member Boards who are signing on to the Arrangement. Should you have any questions regarding the Arrangement or its impact, feel free to contact either Kathy Hillegas ([khillegas@ncarb.org](mailto:khillegas@ncarb.org)) or Stephen Nutt ([snutt@ncarb.org](mailto:snutt@ncarb.org)).

**Attachments:**

- Letter of Undertaking
- MRA between NCARB and AACA and NZRAB
- Letter of Good Standing (template)
- Declaration of Professional Experience (template)
- AACA/NZARB/NCARB Statement of Credentials (template)
- Confirmation of Council Certification

***Letter of Undertaking***  
with respect to the

**MUTUAL RECOGNITION ARRANGEMENT**  
between the  
**NATIONAL COUNCIL OF ARCHITECTURAL REGISTRATION BOARDS**  
and the  
**ARCHITECTS ACCREDITATION COUNCIL OF AUSTRALIA**  
and the  
**NEW ZEALAND REGISTERED ARCHITECTS BOARD**

**The National Council of Architectural Registration Boards (NCARB)**  
representing the architectural licensing boards of the 50 United States,  
the District of Columbia, Guam, Puerto Rico, and the U.S. Virgin Islands.

**AND**

**The Architects Accreditation Council of Australia (ACA)**  
representing the architectural licensing boards of the eight states and territories of Australia.

**AND**

**The New Zealand Registered Architects Board (NZRAB)**  
representing the registered architects of New Zealand.

**WHEREAS**, NCARB, ACA, and NZRAB have agreed to and signed a Mutual Recognition Arrangement (Arrangement) dated 10 February 2016, ratified by the architectural licensing authorities represented by NCARB, the architectural licensing authorities represented by ACA, and the NZRAB.

**NOW THEREFORE**, this *Letter of Undertaking* shall be signed, without modification, by each individual licensing/registration authority wishing to participate in the Arrangement.

The undersigned licensing/registration authority, having the authority to register or license persons as Architects within its jurisdiction, wishes to become a signatory to the Arrangement by virtue of this *Letter of Undertaking*. In doing so, the licensing/registration authority agrees to and acknowledges the following:

1. The terms used in this *Letter of Undertaking* shall have the same meaning as defined in the Arrangement between NCARB, ACA, and NZRAB dated 10 February 2016.
2. The undersigned individual has the authority to sign on behalf of the licensing/registration authority.

*Letter of Undertaking*  
MRA between NCARB, AACA, and NZRAB

3. As a signatory to the Arrangement, the undersigned licensing/registration authority will adhere to the fundamental principles of the Arrangement and agrees to accept the *Letter of Good Standing* provided by the home licensing/registration authority and the applicant's personal *Declaration of Professional Experience* as satisfying the eligibility requirements for licensing/registration as set forth in the Arrangement.
4. The undersigned licensing/registration authority will not impose any additional education, experience, or examination requirements, or require the applicant to provide education transcripts, experience verifications, examination scores, or government identification numbers (including, but not limited to, Social Security Numbers or social insurance numbers). However, the host licensing/registration authority may impose familiarity with local laws and other local requirements that also apply to all domestic applicants seeking reciprocal licensure.
5. In keeping with the above, the undersigned licensing/registration authority agrees that it will accept for licensure/registration to practice architecture in its jurisdiction a licensed/registered architect who holds a valid and current NCARB Certificate that has been issued in accordance with the Arrangement and satisfies all conditions outlined within the Arrangement.

**IN WITNESS WHEREOF**, the licensing/registration authority named below has caused the duly authorized person, on its behalf, to execute and deliver this *Letter of Undertaking*.

Entered into on \_\_\_\_\_, 201\_\_.

By: \_\_\_\_\_  
Name of Licensing/Registration Authority

\_\_\_\_\_  
Name of duly authorized individual and title

\_\_\_\_\_  
Signature

*Copy of Mutual Recognition Arrangement attached*

**MUTUAL RECOGNITION ARRANGEMENT**  
between the  
**NATIONAL COUNCIL OF ARCHITECTURAL REGISTRATION BOARDS**  
and the  
**ARCHITECTS ACCREDITATION COUNCIL OF AUSTRALIA**  
and the  
**NEW ZEALAND REGISTERED ARCHITECTS BOARD**  
as executed

**10 February 2016**

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**The National Council of Architectural Registration Boards (NCARB)**  
representing the architectural licensing boards of the 50 United States,  
the District of Columbia, Guam, Puerto Rico, and the U.S. Virgin Islands.

**AND**

**The Architects Accreditation Council of Australia (AACA)**  
representing the architectural licensing boards of the eight states and territories of Australia.

**AND**

**The New Zealand Registered Architects Board (NZRAB)**  
representing the registered architects of New Zealand.

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*This Mutual Recognition Arrangement has been designed to recognize the professional credentials of architects licensed/registered in the U.S., Australia, and New Zealand and to support their mobility by creating the opportunity to practice beyond their borders. More specifically, the purpose of this Arrangement is to facilitate the registration of an architect licensed in a participating U.S. jurisdiction as an Australian architect or New Zealand architect; and the licensing of an Australian architect or New Zealand architect as an architect in a U.S. jurisdiction that has agreed to participate in the Arrangement.*

**WHEREAS**, NCARB establishes model regulations for the profession of architecture and promulgates recommended national standards for education, experience, and examination for initial licensure and continuing education standards for license renewal to the 54 Member Boards; as well as establishing the education, experience, and examination requirements for the *NCARB Certificate* in support of reciprocal licensure within the United States;

**WHEREAS**, AACA advocates, coordinates, and facilitates the development of national standards of competency for the profession of architecture through education, practical experience, and examination requirements for initial licensure and license renewal for all eight Australian State and Territory Registration Boards;

**WHEREAS**, NZRAB, as established by an act of the New Zealand Parliament, or its statutory successor, holds the statutory authority to determine the minimum education qualifications, work experience requirements, and assessment procedures for initial registration and license renewal as a registered architect in New Zealand, as well as the responsibility to register, monitor, and discipline all architects registered in New Zealand;

**WHEREAS**, NCARB and the AACA previously ratified Mutual Recognition Agreements in 1973, 1983, and 2006 that were never fully realized; NCARB, the AACA, and the Architects Education and Registration Board of New Zealand (AERB/NZ) ratified separate Practice in a Host Nation Agreements in 2002 that were never fully implemented; and the AERB/NZ no longer exists and has been statutorily replaced by the NZRAB; and NCARB, AACA, and the NZRAB declare all former Agreements no longer exist or are terminated;

**WHEREAS**, the NCARB Member Boards, the Australian State and Territory Boards, and the NZRAB are empowered by statutes to regulate the profession of architecture in their respective jurisdictions, including establishing education, experience, and examination/assessment requirements for licensure/registration and license/registration renewal;

**WHEREAS**, the standards, protocols, and procedures required for entry to the practice of architecture within the United States, Australia, and New Zealand have benefitted from many years of effort by NCARB, AACA, and NZRAB;

**WHEREAS**, NCARB and the AACA are the lead organizations recognized by their individual state and territory registration authorities and the NZRAB has the necessary statutory authority for the negotiation of mutual recognition arrangements for architects with similar foreign authorities;

**WHEREAS**, accepting there are differences between the systems in place in United States, Australia, and New Zealand, nonetheless there is significant and substantial equivalence between the regulatory systems for licensure/registration and recognition of the privilege and obligations of architects registered to practice in the United States, Australia, and New Zealand;

**WHEREAS**, NCARB, AACA, and NZRAB are recognized by the profession as mature and sophisticated facilitators of licensure to which the utmost full faith and credit should be accorded and desire to support reciprocal licensure/registration in the host country of architects who have been licensed/registered in their home country;

**WHEREAS**, any architect actively engaging or seeking to engage in the practice of architecture in any United States jurisdiction, Australian jurisdiction, or New Zealand must obtain the authorization to practice from the jurisdiction, must comply with all practice requirements of the jurisdiction, and is subject to all governing legislation and regulations of the jurisdiction;

**NOW THEREFORE**, NCARB, AACA, and NZRAB agree as follows:

## **1. PARTIES TO THE ARRANGEMENT**

Any NCARB Member Board and any Australian State or Territory Board may become a party to the provisions of this Arrangement by submitting a signed *Letter of Undertaking* to the responsible negotiating representative. The *Letter of Undertaking* is incorporated herewith and includes the binding requirements for the implementation of this Arrangement by each individual signatory jurisdiction. The *Letters of Undertaking* shall be distributed, collected, and maintained by NCARB, AACA, and NZRAB respectively. NCARB and AACA each shall promptly notify the others in writing of all individual signatories. Each NCARB Member Board and each Australian State or Territory Board that executes a *Letter of Undertaking*, and which has not withdrawn from this Arrangement, as well as NCARB, AACA, and NZRAB once they sign this Arrangement below, shall be known as a “Party to this Arrangement.”

## **2. ELIGIBILITY REQUIREMENTS**

1. Architects who are able to benefit from the provisions of this Arrangement must be citizens respectively of the United States, Australia, or New Zealand or have lawful permanent residency status in that country as their home country in order to seek licensure/registration in one or the other countries serving as the host country under this Arrangement.
2. Architects shall not be required to establish citizenship or permanent residency status in the host country in which they seek licensure/registration under this Arrangement.
3. Architects must be licensed/registered in a jurisdiction of their home country and must have completed at least 6,000 hours of post-licensure/registration experience practicing as a registered architect in their home country as demonstrated through the provision of proof of current and valid licensure in good standing from the jurisdictional licensing authority and a declaration signed by the applicant attesting to the experience.
4. Notwithstanding items 1, 2, and 3 above, Architects who have become licensed/registered in their home country by means of a foreign reciprocal licensing agreement/arrangement are not eligible under this Arrangement.

### 3. CONDITIONS

#### **A** U.S. Architect to AACA Jurisdiction

Upon application, those Australian State and Territory Boards who become a Party to this Arrangement agree to license/register as an architect in their respective jurisdiction any U.S. architect who:

1. meets the eligibility requirements listed in Section 2 of this Arrangement, and
2. holds a current *NCARB Certificate*, and
3. has been issued an *AACA Statement*, and
4. is currently licensed/registered in good standing by one or more NCARB Member Board(s) that is a Party to this Arrangement.

#### **B** U.S. Architect to NZRAB

Upon application, the NZRAB agrees to register as an architect in New Zealand any U.S. architect who:

1. meets the eligibility requirements listed in Section 2 of this Arrangement, and
2. holds a current *NCARB Certificate*, and
3. is currently licensed/registered in good standing by one or more NCARB Member Board(s) that is a Party to this Arrangement.

#### **C** Australian Architect to NCARB Jurisdiction

Upon application, NCARB shall issue an *NCARB Certificate* to any Australian Registered Architect licensed/registered in one or more AACA jurisdiction(s) meeting the eligibility requirements listed above.

Upon application, those NCARB Member Boards who become a Party to this Arrangement agree to license/register as an architect in their respective jurisdiction any Australian Registered Architect who:

1. meets the eligibility requirements listed in Section 2 of this Arrangement, and
2. holds a current *AACA Statement*, and
3. has been issued an *NCARB Certificate*, and
4. is currently licensed/registered in good standing by one or more Australian State and Territory Board(s) that is a Party to this Arrangement.

#### **D** New Zealand Architect to NCARB Jurisdiction

Upon application, NCARB shall issue an *NCARB Certificate* to any New Zealand Registered Architect licensed/registered by the NZRAB meeting the eligibility requirements listed above.

Upon application, those NCARB Member Boards who become a Party to this Arrangement agree to license/register as an architect in their respective jurisdictions any New Zealand Registered Architect who:

1. meets the eligibility requirements listed in Section 2 of this Arrangement, and
2. holds a current *NCARB Certificate*, and
3. is currently licensed/registered in good standing by the NZRAB.

#### **4. MONITORING COMMITTEE**

A Monitoring Committee is hereby established to monitor the performance of all signatories who have agreed to be bound by the terms and conditions of this Arrangement to assure the effective and efficient implementation of this Arrangement.

The Monitoring Committee shall be comprised of no more than five individuals appointed by NCARB, no more than five individuals appointed by AACA, and no more than five individuals appointed by NZRAB. The Monitoring Committee shall convene at least one meeting (by phone, video conference, or in person) in each calendar year, and more frequently if circumstances so require.

#### **5. LIMITATIONS**

Nothing in this Arrangement limits the ability of an NCARB Member Board, Australian State or Territory Board, or the NZRAB to refuse to license/register an architect or impose terms, conditions or restrictions on his/her license/registration as a result of complaints or disciplinary or criminal proceedings relating to the competency, conduct, or character of that architect where such action is considered necessary to protect the public interest.

Nothing in this Arrangement limits the ability of NCARB, AACA, NZRAB or any individual state or territory registration board to seek appropriate verification of any matter pertaining to the foregoing or the eligibility of an applicant under this Arrangement.

#### **6. AMENDMENT**

This Arrangement may only be amended with the written consent of NCARB, AACA, and NZRAB. Any such amendment will be submitted to each NCARB jurisdiction and AACA jurisdiction, who may re-affirm their respective assent to this Arrangement as so amended or may withdraw as a Party to this Arrangement.

#### **7. NO ASSIGNMENT**

No Party can assign their rights under this Arrangement without the prior written consent of NCARB, AACA, and NZRAB.

The Parties agree that a reference to an individual State or Territory Board includes a reference to any entity, board or regulator that assumes the role and responsibility to regulate an architect registered by that individual State or Territory Board under the relevant legislation, and that a restructure of an individual Board will not be deemed an assignment under this Arrangement.

#### **8. WITHDRAWAL**

Any NCARB Member Board, Australian State or Territory Board, or the NZRAB may withdraw from this Arrangement with 90-days written notice given respectively to the responsible negotiating representative. NCARB, AACA, and NZRAB shall each promptly notify the other in writing of all withdrawals.

In the event of withdrawal, all licenses/registrations and any *NCARB Certificate* granted to architects pursuant to this Arrangement shall remain valid as long as all registration and renewal obligations are maintained and all other generally applicable licensure requirements are met or unless registration is revoked for cause.

**9. TERMINATION**

NCARB, AACA, or NZRAB may invoke termination of this Arrangement with 90-days written notice to the other parties. This Arrangement shall also terminate if more than one-half of the respective NCARB Member Boards or any Australian State and Territory Board or the NZRAB cease to be Parties to this Arrangement.

In the event of termination, all licenses/registrations granted pursuant to this Arrangement prior to the effective termination date shall remain valid as long as all registration and renewal obligations are maintained and all other generally applicable licensure requirements are met or unless registration is revoked for cause.

**10. ENTRY INTO FORCE**

This Arrangement shall come into force at such time as more than one-half of all NCARB Member Boards and all Australian State and Territory Boards have become Party to this Arrangement and the NZRAB has become party to this Arrangement so long as such condition is met on or before December 31, 2016, or as mutually extended by the NCARB, AACA, or NZRAB Board of Directors.

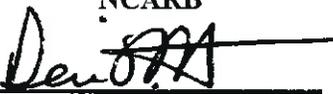
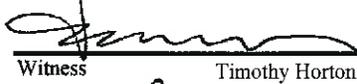
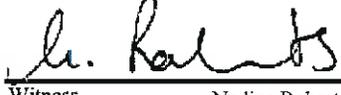
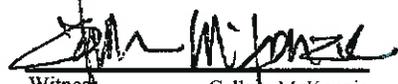
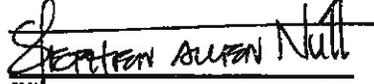
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**SIGNATURES**

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NCARB		AACA		NZRAB	
 _____ President Dennis Ward	 _____ President Richard Thorp	 _____ Chair Warwick Bell			
 _____ CEO Mike Armstrong	 _____ CEO Kate Doyle	 _____ CEO Paul Jackman			
 _____ Witness Kristine Harding	 _____ Witness Timothy Horton	 _____ Witness Pip Cheshire			
 _____ Witness Dale McKinney	 _____ Witness Nadine Roberts	 _____ Witness Callum McKenzie			
 _____ Witness Stephen Nutt 30 January 2016	 _____ Witness Mae Cruz 8 February 2016	 _____ Witness Christina van Bohemen 10 February 2016			

*Letter of Good Standing*

DATE

NAME  
ADDRESS  
ADDRESS  
ADDRESS  
ADDRESS

Dear Sir or Madam:

This is to confirm that [ *NAME OF ARCHITECT* ] was licensed/registered on [ *MONTH / DAY / YEAR* ] with the [ *NAME OF LICENSING AUTHORITY* ] and was not licensed by means of a foreign reciprocal licensing agreement or a Broadly Experienced Foreign Architect program.

[ *NAME OF ARCHITECT* ] is currently a licensee/registrant in good standing with the [ *NAME OF LICENSING AUTHORITY* ] and is not currently the subject of disciplinary action by this licensing authority nor has a record of unresolved disciplinary action on file with this licensing authority.

Sincerely,

NAME  
Registrar

TEMPLATE TO BE COMPLETED BY APPLICANT

***Declaration of Professional Experience***

with respect to the

**MUTUAL RECOGNITION ARRANGEMENT**

between the

**NATIONAL COUNCIL OF ARCHITECTURAL REGISTRATION BOARDS**

and the

**ARCHITECTS ACCREDITATION COUNCIL OF AUSTRALIA**

and the

**NEW ZEALAND REGISTERED ARCHITECTS BOARD**

I, [ *NAME OF ARCHITECT* ], declare and affirm that:

I am a citizen or hold permanent residency status in [ *UNITED STATES* or *AUSTRALIA* or *NEW ZEALAND* ];

I am a licensed/registered architect, and currently a licensee/registrant in good standing with the [ *NAME OF LICENSING AUTHORITY* ];

I was licensed on [ *MONTH / DAY / YEAR* ] with the [ *NAME OF LICENSING AUTHORITY* ] who will separately be confirming that I am in good standing with that Authority, and I did not obtain licensure in that jurisdiction by means of a foreign reciprocal licensing agreement/arrangement or a Broadly Experienced Foreign Architect program;

- I have completed a minimum of 6,000 hours of post-licensure experience as an architect engaged in the lawful practice of architecture in my home country;
- I meet all of the eligibility requirements of the Mutual Recognition Arrangement for reciprocal licensing between NCARB, AACA, and NZRAB; and
- I understand that upon licensure/registration, I must comply with all practice requirements of the host jurisdiction and will be subject to all governing legislation and regulations of the host jurisdiction.

**NO** I have/had a disciplinary action registered against me by a licensing authority (circle one)

**YES** *If yes, submit the summary findings and official action of the licensing authority, as well as any further explanation necessary with this form.*

*The host licensing authority has the right to request further details with respect to all disciplinary actions.*

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*I affirm that the above statements are accurate and true to the best of my knowledge and belief.*

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Name of Architect (print)

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Signature

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Date

### AACA STATEMENT

Applicant:	XXXX		
Education:	MArch	University of NSW	May 1983
Other:	N/A		
Architectural Practice Examination*:	Passed		October 1990
First Registered:	NSW		December 1990
Currently Registered:	Victoria		

See attached statement of current registration status (*provided by the relevant architect registration board. AACA would seek this from the relevant Board*)

\* The AACA Architectural Practice Examination (APE) is a nationally consistent competency based assessment benchmarked against the National Standard of Competency for Architects. See <http://competencystandardforarchitects.aaca.org.au/matrix/index/print/assessment/4?assessment%5B%5D=4>.

The APE comprises three parts - completion of a logbook (3,300 hours) and Statement of Practical Experience, a written paper and an interview with architect practitioners. Candidates who have satisfactorily met the requirements of all three parts of the APE may apply for registration to the Architects Registration Board in any state or territory in Australia. See <http://competencystandardforarchitects.aaca.org.au/matrix/index/print/assessment/4?assessment%5B%5D=4>

## Evaluation of Record

For application for registration/licensure in the United States of America  
under the Australia United States New Zealand MRA

Applicant's name: -

New Zealand registration number: -

Academic qualification relevant to registration: -

Qualification provider: -

Year academic qualification obtained: -

Current New Zealand registration status: -

Date first registered: -

For further information, contact the New Zealand Registered Architects Board at  
[info@nzrab.org.nz](mailto:info@nzrab.org.nz) or 0064 4 471 1336:

# Council Certification

NCARB FILE NO. «NCARB\_NO» NCARB CERTIFICATE NO. «NCARB\_CERT\_NUM»

**The National Council of Architectural Registration Boards**  
Certifies that

«NCARB\_NAME\_FIRST» «NCARB\_NAME\_MIDDLE» «NCARB\_NAME\_LAST»

has met all requirements for Council Certification  
and is therefore recommended to all Registration Authorities for  
REGISTRATION or LICENSE AS AN ARCHITECT.

Given under our hand and the Seal of the Council  
This \_\_\_\_\_ day of \_\_\_\_\_ in the year \_\_\_\_\_.



\_\_\_\_\_  
Terry Allers, AIA, NCARB  
Secretary

*Article IX, Section 3 of the Bylaws provides that, "Council Certification shall be in effect for a period of one year. Renewal of the Certification shall be predicated upon the submission of an annual fee and the submission of an annual report containing such information as the Council deems appropriate."*

I HEREBY CERTIFY that annual renewal fees and reports having been submitted as required by the Bylaws, the above Certification is in effect on this \_\_\_\_\_ day of \_\_\_\_\_ in the year \_\_\_\_\_.

**State of Wisconsin  
Department of Safety & Professional Services**

**AGENDA REQUEST FORM**

1) Name and Title of Person Submitting the Request: <b>Brittany Lewin Executive Director</b>		2) Date When Request Submitted:  Items will be considered late if submitted after 12:00 p.m. on the deadline date which is 8 business days before the meeting	
3) Name of Board, Committee, Council, Sections: Architect Section			
4) Meeting Date:  <b>10/18/16</b>	5) Attachments: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	6) How should the item be titled on the agenda page? <b>NCARB Update Architect Registration Examination (ARE) 5.0 Launch</b>	
7) Place Item in: <input type="checkbox"/> Open Session <input checked="" type="checkbox"/> Closed Session	8) Is an appearance before the Board being scheduled?  <input type="checkbox"/> Yes ( <a href="#">Fill out Board Appearance Request</a> ) <input checked="" type="checkbox"/> No	9) Name of Case Advisor(s), if required:	
10) Describe the issue and action that should be addressed:  Helpful link regarding ARE 5.0: <a href="http://www.ncarb.org/ARE/ARE5.aspx">http://www.ncarb.org/ARE/ARE5.aspx</a>			
11) Authorization			
Signature of person making this request		Date	
Supervisor (if required)		Date	
Executive Director signature (indicates approval to add post agenda deadline item to agenda)    Date			
Directions for including supporting documents: 1. This form should be attached to any documents submitted to the agenda. 2. Post Agenda Deadline items must be authorized by a Supervisor and the Policy Development Executive Director. 3. If necessary, provide original documents needing Board Chairperson signature to the Bureau Assistant prior to the start of a meeting.			