

MINNESOTA RULES 1994

1

CHAPTER 1800

BOARD OF ARCHITECTURE, ENGINEERING, LAND SURVEYING, LANDSCAPE ARCHITECTURE, AND INTERIOR DESIGN

LICENSING AND OPERATION

1800 0500 FEES
1800 0800 PROOF OF QUALIFICATION TO PRACTICE
1800 2100 EDUCATION AND EXPERIENCE
1800 2200 PROCEDURES

1800 2300 QUALIFICATION FOR CERTIFICATION BASED ON LONG EXPERIENCE
1800 4100 CERTIFICATE OF REGISTRATION
1800 4200 CERTIFICATION AND SIGNATURE ON PLANS

1800.0500 FEES.

[For text of subps 1 and 2, see M.R.]

Subp 3. **Initial licensure and renewal.** The fee for licensure or renewal of licensure as an architect, professional engineer, land surveyor, or landscape architect is \$70 per biennium. The fee for certification as a certified interior designer or for renewal of the certificate is \$70 per biennium. The fee for an architect applying for original certification as a certified interior designer is \$50 per biennium. The initial license fee is prorated at six-month intervals during each biennium. The fee for months 24 to 18 is \$70, for months 18 to 12, \$52.50; for months 12 to 6, \$35; and for months 6 to 0, \$17.50. Beginning July 1, 1994, the initial license or certification fee for all professions is \$70. The renewal fee shall be paid biennially on or before June 30 of each even-numbered year. The renewal fee, when paid by mail, is not timely paid unless it is postmarked on or before June 30 of each even-numbered year.

[For text of subp 4, see M.R.]

Subp 5. **Certification or licensure examination fee.** The fee for examination for certification or licensure as an architect, professional engineer, land surveyor, landscape architect, or certified interior designer is as follows.

[For text of items A to D, see M.R.]

E. Certified interior designer examination, \$475

Subp 6. **Reexamination fees.** The fee for retaking all or any part of any examination for certification or licensure is as follows each time the examination or any part of it is retaken:

[For text of items A to D, see M.R.]

E. Certified interior designer reexamination

- (1) identification and application, \$150,
- (2) problem solving, \$75,
- (3) building and barrier free codes, \$75; and
- (4) practicums
 - (a) programming, \$50,
 - (b) three-dimensional exercise, \$50, and
 - (c) project scenario, \$50

[For text of subp 7, see M.R.]

Statutory Authority: *MS s 214 12; 326 06*

History: *18 SR 2174*

1800.0800 PROOF OF QUALIFICATION TO PRACTICE.

It is required that the applicant submit evidence to the board indicating that the applicant is qualified to practice in the profession or field of major practice thereof, in which she or he seeks registration. The burden of proof is upon the applicant who should therefore make every effort to present qualifications fully and clearly. Qualifications shall be established by one or more of the following methods:

[For text of items A to G, see M.R.]

H. for registration by comity as a land surveyor, an applicant shall be subject to the provisions of Minnesota Statutes, section 326 10, subdivision 1, paragraph 2. In addition

MINNESOTA RULES 1994

1800.0800 LICENSING AND OPERATION

2

thereto, the applicant shall be required to take such examinations as the board deems necessary to determine qualifications, but in any event the applicant shall be required to take a written orientation examination of not less than four hours duration, or

I. for certification by comity as a certified interior designer under Minnesota Statutes, section 326.10, subdivision 1, paragraph 2 The applicant shall meet the certification requirements that were in effect in Minnesota at the time of the applicant's original licensure or certification in the other state, territory, or the District of Columbia. Applicants who were certified in other states prior to August 1, 1992, shall meet the requirements of part 1800.2100

Statutory Authority: *MS s 214 12, 326 06*

History: *18 SR 2174*

1800.2100 EDUCATION AND EXPERIENCE.

Subpart 1 **Written examination requirement.** An applicant for certification as a certified interior designer shall pass a written examination prepared by the National Council for Interior Design Qualification (NCIDQ) except that a written examination is not required of an applicant certified under part 1800.0800, item I, or 1800.2300.

Subp 2. **Admission to written examination.** To qualify for admission to the written examination, an applicant shall present evidence that the applicant has obtained at least six qualifying credits for education and experience as provided in subpart 3

Subp. 3 **Qualifying credits for education.** Qualifying credits for education shall be granted according to items A to F

For purposes of this subpart, "equivalent education" means education which the board, after review of an applicant's transcript and other educational materials, finds to be substantially the same in terms of the mix and content of classes taken by the applicant as a curriculum accredited by the Foundation for Interior Design Education Research (FIDER)

A An applicant who has graduated from a four- or five-year bachelor of interior design curriculum accredited by FIDER or has an equivalent education shall receive four credits.

B An applicant who has graduated from a two-year associate in interior design curriculum accredited by FIDER or has an equivalent education shall receive two credits.

C An applicant holding a professional degree from a curriculum in architecture accredited by the National Architectural Accrediting Board or has an equivalent education shall receive a maximum of four credits.

D For nongraduates, each year of equivalent design education successfully completed at the college level shall receive one full credit. A maximum of four credits for education shall be granted

E With respect to an applicant who does not hold a degree described in items A to C, college or university level education shall be evaluated in the same manner as if the applicant were entering the bachelor of interior design curriculum as defined by FIDER Each year of credit granted pursuant to that standard entitles the applicant to one qualifying credit Thirty-two semester credit hours or 48 quarter credit hours is considered to be one year Fractions of one year of education shall be given credit in the amount earned

F An applicant who holds a degree or has completed coursework from a foreign college or university shall be granted credit on the same basis as a graduate or student of a United States college or university if the degree or education obtained is equivalent to a requirement in items A to E The board may require an evaluation of foreign education by an independent evaluator to be provided by the applicant where the transcript and other data provided by the applicant is not clear and the evaluation would assist in determining whether the applicant's foreign education is equivalent to the requirements in items A to E. Candidates whose final official transcript showing the date and degree awarded is not available by the date of examination shall submit a certified letter by the registrar of the college or university stating the date the qualifying degree was awarded. No examination scores shall be released or certification awarded until the final official transcript is submitted to the board of-
fice

Subp 4. **Qualifying credits for experience.** Qualifying credits for experience shall be granted as follows

MINNESOTA RULES 1994

3

LICENSING AND OPERATION 1800.2300

A one qualifying credit shall be granted for each year of experience under the direct supervision of a certified interior designer, interior designer, or licensed architect. This does not apply to those individuals granted certification under part 1800.2300; and

B experience shall be diversified in the practice of interior design for public spaces and comprised of no less than seven of the following subjects.

- (1) space planning;
- (2) code research and analysis,
- (3) client contact,
- (4) programming,
- (5) schematic design and design development,
- (6) preparation of construction documents;
- (7) cost estimating,
- (8) selection of materials and furnishings,
- (9) contract documents;
- (10) bidding procedures, and
- (11) construction observation.

Statutory Authority: *MS s 214 12, 326 06*

History: *18 SR 2174*

1800.2200 PROCEDURES.

Subpart 1 **Written examinations.** The written examination shall be the examination as provided by the National Council for Interior Designer Qualifications.

Subp 2 **Admission to examination.** An applicant shall be admitted to the examination, if, by the date of the examination, the applicant has completed the education and experience requirements in part 1800.2100. The applicant shall submit verification of completion of the experience requirements in part 1800.2100 to the board before the applicant is permitted to sit for the examination.

Subp 3 **Admission for certification examination.** Applicants shall submit to the board a completed application, the fee in part 1800.0500, subpart 5, a final official transcript showing the date of award of the degree earned, and a list of experience no later than 90 days before the first day of the examination. The application shall be submitted on a form provided by the board and shall include a detailed listing of all interior design related experience gained as provided in part 1800.2100. The list of experience shall include the name and mailing address of the applicant's supervising interior designer or other supervisors for each period of employment. The application shall include the applicant's acknowledgment that the applicant has read, understands, and shall abide by the rules of professional conduct, parts 1805.0100 to 1805.1600.

Statutory Authority: *MS s 214 12, 326 06*

History: *18 SR 2174*

1800.2300 QUALIFICATION FOR CERTIFICATION BASED ON LONG EXPERIENCE.

Subpart 1 **Applicants who have passed national examination.** The board shall, with reference to applications for certification received before September 1, 1993, issue certifications as interior designers without further examination to those applicants having six years of combined interior design education and experience and who have provided proof of passage of the National Council of Interior Design Qualifications examination. Applications shall be made on forms provided by the board.

Subp 2. **Applicants who have not passed national examination.** Persons who apply for certification before September 1, 1993, who have not passed the National Council of Interior Design Qualifications examination, and have ten or more years of combined education and experience shall provide evidence of completion of the experience requirement. Evidence shall consist of two examples of interior design projects demonstrating experience as specified in part 1800.2100, subpart 4, item A.

MINNESOTA RULES 1994

1800.2300 LICENSING AND OPERATION

4

Subp 3. **Applicants licensed as architects.** Persons licensed as architects in Minnesota who seek certification as interior designers shall submit an application to the board together with the required fee and shall be certified with no further requirements

Statutory Authority: *MS s 214.12, 326 06*

History: *18 SR 2174*

1800.4100 CERTIFICATE OF REGISTRATION.

The board shall issue to each applicant who has successfully completed the fundamentals of engineering examination, unless the fundamentals of engineering examination is waived as stated under part 1800.2800, applying only in the case of engineer applicants, or land surveyor-in-training examination, or has been certified as a landscape architect-in-training, or has successfully completed the professional practice examination, a certificate of registration properly filled out, signed, and sealed, giving the licensee proper authority to practice the profession of architecture, professional engineering, land surveying, or landscape architecture under the Registration Act of the state of Minnesota for a period ending June 30 of the even-numbered year of the biennium in which the certificate is issued after which date the certificate will expire unless renewed. Applicants who are registered by county from other states, having met the Minnesota registration requirements, shall be issued certificates of registration in the same manner as provided in this part.

The board shall issue to each applicant who has successfully completed the requirements of part 1800 2100 and has successfully completed the National Council of Interior Design Qualifications examination a certificate authorizing the certificate holder to use the title "Certified Interior Designer." This certificate shall be in effect for a period ending June 30 of the even-numbered year of the biennium in which the certificate is issued, after which the certificate shall expire unless renewed. A person whose certificate expires shall not use the title "Certified Interior Designer" until a certificate is reissued. Applicants who are certified by county under part 1800 0800 shall be issued certificates as provided in this part.

Statutory Authority: *MS s 214.12; 326 06*

History: *18 SR 2174*

1800.4200 CERTIFICATION AND SIGNATURE ON PLANS.

[For text of subps 1 to 3, see M R]

Subp 4. **Language.** The following wording shall be incorporated in the certification
I hereby certify that this plan, specification, or report was prepared by me or under my direct supervision and that I am a duly Registered Architect under the laws of the state of Minnesota

Date _____ Reg No. _____

I hereby certify that this plan, specification, or report was prepared by me or under my direct supervision and that I am a duly Registered Professional Engineer under the laws of the state of Minnesota

Date _____ Reg No _____

I hereby certify that this survey, plan or report was prepared by me or under my direct supervision and that I am a duly Registered Land Surveyor under the laws of the state of Minnesota

Date _____ Reg. No _____

I hereby certify that this plan, specification, or report was prepared by me or under my direct supervision and that I am a duly Certified Interior Designer under the laws of the state of Minnesota

Date _____ Reg. No _____

Statutory Authority: *MS s 214 12; 326.06*

History: *18 SR 2174*