

**1800.1100 PROCEDURES.**

Subpart 1. **Completion date.** An applicant is eligible for licensure upon verified completion of the education, examination, and experience requirements.

Subp. 2. **Application for licensure.** An applicant for initial licensure as an architect shall submit to the board a completed application, including verification of meeting the education and experience requirements described in part 1800.1000, subpart 1a, and payment of the application fee in Minnesota Statutes, section 326.105. The application must be submitted on a form provided by the board. If the applicant was not required to complete NCARB-AXP or NCARB-IDP, the applicant shall include a detailed listing of all architecturally related experience gained according to part 1800.1000. The experience listing must include the name and mailing address of the applicant's supervising licensed architect or other supervisor for each period of employment. The board shall provide the applicant an experience reference form that must be signed and submitted to the board by each supervisor for each period of employment during which qualifying architectural experience was gained. The applicant shall submit an official transcript of grades showing the degree awarded and date of graduation for all undergraduate and graduate degree programs. The application must include one signed copy of Board Rules of Professional Conduct and a signed certification as described in part 1800.0400, subpart 5.

Subp. 3. [Repealed, 21 SR 1427]

Subp. 4. **Obtaining application.** Application materials may be obtained from the board's website.

**Statutory Authority:** *MS s 326.06*

**History:** *14 SR 2988; 21 SR 1427; 22 SR 90; 25 SR 1862; 33 SR 2041; 43 SR 89; 43 SR 1301*

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