Professional Qualifications

Committee Meeting

October 25, 2018

Sacramento

CALIFORNIA ARCHITECTS BOARD

PUBLIC PROTECTION THROUGH EXAMINATION, LICENSURE, AND REGULATION

Edmund G. Brown Jr.
GOVERNOR

NOTICE OF MEETING

PROFESSIONAL QUALIFICATIONS COMMITTEE

Professional Qualifications Committee Members

Tian Feng, Chair
Pasqual Gutierrez, Vice Chair
Raymond Cheng
Betsey Olenick Dougherty
Glenn Gall
Sylvia Kwan
Ebony Lewis
Kirk Miller
Stephanie Silkwood
Barry L. Williams
Michael Zucker

October 25, 2018

Action may be taken on any item listed on the agenda.

**Sequoia Room
2420 Del Paso Road, Suite 109A
Sacramento, CA 95834
(916) 574-7220 (Board office)**

The Professional Qualifications Committee (Committee) will hold a meeting as noted above.

Agenda
10:00 a.m. - 2:00 p.m.
(or until completion of business)

A. Call to Order / Roll Call / Establishment of a Quorum

B. Chair's Remarks and Committee Member Comments

C. Public Comment on Items Not on the Agenda
   The Committee may not discuss or take any action on any item raised during this public comment section, except to decide whether to refer the item to the Board's next Strategic Planning session and/or place the matter on the agenda of a future Committee meeting (Government Code sections 11125 and 11125.7(a)).

D. Review and Possible Action on October 18, 2017 Committee Meeting Minutes

E. Discuss and Possible Action on 2017-2018 Strategic Plan Objective to Revise the *Candidate Handbook* to Reduce Candidate Confusion

F. Review and Discuss Examination Performance Statistics for the Architect Registration Examination (ARE) and California Supplemental Examination (CSE)

G. Adjournment

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Continued

Action may be taken on any item on the agenda. The time and order of agenda items are subject to change at the discretion of the Committee Chair and may be taken out of order. The meeting will be adjourned upon completion of the agenda, which may be at a time earlier or later than posted in this notice. In accordance with the Bagley-Keene Open Meeting Act, all meetings of the Committee are open to the public. This meeting will not be webcast. If you wish to participate or to have a guaranteed opportunity to observe, please plan to attend at the physical location.

Government Code section 11125.7 provides the opportunity for the public to address each agenda item during discussion or consideration by the Committee prior to the Committee taking any action on said item. Members of the public will be provided appropriate opportunities to comment on any issue before the Committee, but the Committee Chair may, at his or her discretion, apportion available time among those who wish to speak. Individuals may appear before the Committee to discuss items not on the agenda; however, the Committee can neither discuss nor take official action on these items at the time of the same meeting (Government Code sections 11125 and 11125.7(a)).

The meeting is accessible to the physically disabled. A person who needs a disability-related accommodation or modification to participate in the meeting may make a request by contacting:

Person: Timothy Rodda   **Mailing Address:**
Telephone: (916) 575-7217   California Architects Board
Telecommunications Relay Service: Dial 711   2420 Del Paso Road, Suite 105
Email: timothy.rodda@dca.ca.gov   Sacramento, CA 95834

Providing your request at least five (5) business days before the meeting will help to ensure availability of the requested accommodation.

Protection of the public shall be the highest priority for the Board in exercising its licensing, regulatory, and disciplinary functions. Whenever the protection of the public is inconsistent with other interests sought to be promoted, the protection of the public shall be paramount (Business and Professions Code section 5510.15).

CALL TO ORDER / ROLL CALL / ESTABLISHMENT OF A QUORUM

Roll is called by the Professional Qualifications Committee Vice Chair, Pasqual Gutierrez, or, in his absence, by another member designated by the Chair.

Roster

Tian Feng, Chair

Pasqual Gutierrez, Vice-Chair

Raymond Cheng

Betsey Dougherty

Glenn Gall

Sylvia Kwan

Ebony Lewis

Kirk Miller

Stephanie Silkwood

Barry Williams

Michael Zucker

CHAIR'S REMARKS AND COMMITTEE MEMBER COMMENTS

Professional Qualifications Committee Chair Tian Feng, or in his absence, the Vice Chair, Pasqual Gutierrez will review the scheduled Board actions and make appropriate announcements.

PUBLIC COMMENT ON ITEMS NOT ON THE AGENDA

Members of the public may address the Professional Qualifications Committee (PQC) at this time.

The PQC may not discuss or take action on any item raised during this public comment section, except to decide whether to refer the item to the Board's next Strategic Planning session and/or place the matter on the agenda of a future meeting (Government Code sections 11125 and 11125.7(a)).

Public comments will also be taken on agenda items at the time the item is heard and prior to the PQC taking any action on said items. Total time allocated for public comment may be limited at the discretion of the PQC Chair.

REVIEW AND POSSIBLE ACTION ON OCTOBER 18, 2017 COMMITTEE MEETING MINUTES

The Professional Qualifications Committee (PQC) is asked to review and take possible action on the minutes of the October 18, 2017 meeting.

Attachment:
October 18, 2017 PQC Meeting Minutes (DRAFT)

CALIFORNIA ARCHITECTS BOARD

PUBLIC PROTECTION THROUGH EXAMINATION, LICENSURE, AND REGULATION

M I N U T E S

PROFESSIONAL QUALIFICATIONS COMMITTEE MEETING

October 18, 2017

Sacramento, CA

Committee Members Present
Tian Feng, Chair
Pasqual Gutierrez, Vice Chair
Raymond Cheng
Betsey Dougherty
Glenn Gall
Sylvia Kwan
Kirk Miller
Michael Zucker

Committee Members Absent
Ebony Lewis
Stephanie Silkwood
Barry Williams

Guests
Mark Christian, Director of Government Relations, The American Institute of
   Architects, California Council (AIACC)
Jay Hyde, California Building Officials

Board Staff
Doug McCauley, Executive Officer
Vickie Mayer, Assistant Executive Officer
Marccus Reinhardt, Manager, Examination and Licensing
Alicia Hegje, Manager, Administration and Enforcement
Timothy Rodda, Examination/Licensing Analyst
Gregory Marker, Continuing Education Program Analyst

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A. CALL TO ORDER / ROLL CALL / ESTABLISHMENT OF A QUORUM

Committee Chair Tian Feng called the Professional Qualifications Committee (PQC) meeting to order at 10:42 a.m. Vice Chair Pasqual Gutierrez called the roll.

B. CHAIR'S REMARKS AND COMMITTEE MEMBER COMMENTS

Michael Zucker was introduced to the other members because this was his first Committee meeting. Betsey Dougherty stated she would incorporate her comments into the relevant agenda items being considered by the Committee.

C. PUBLIC COMMENT ON ITEMS NOT ON THE AGENDA

Mark Christian informed the Committee that Paul Welch, Executive Vice President, AIACC, would be retiring after nearly four decades of service to the profession. Mr. Christian reminded long-standing members that Mr. Welch previously served as the Board's Executive Officer. He added that a successor would be named in early 2018.

D. REVIEW AND POSSIBLE ACTION ON JULY 12, 2016, COMMITTEE MEETING MINUTES

Mr. Feng asked members whether there were any comments on or edits to the Minutes for the July 12, 2016, PQC meeting.

Betsey Dougherty made a motion to approve the July 12, 2016, PQC Minutes.

Raymond Cheng seconded the motion.

Committee Chair Feng, members Cheng, Dougherty, Gall, Gutierrez, Kwan, Miller, and Zucker voted in favor of the motion. The motion passed 8-0.

E. DISCUSS AND POSSIBLE ACTION ON THE FOLLOWING 2017-2018 STRATEGIC PLAN OBJECTIVES TO:

1. CONDUCT AN ANALYSIS TO DETERMINE THE EFFECTIVENESS OF THE CONTINUING EDUCATION REQUIREMENT (IDENTIFY ALTERNATIVES AS APPROPRIATE) AND PREPARE A REPORT FOR THE LEGISLATURE AS REQUIRED BY BUSINESS AND PROFESSIONS CODE SECTION 5600.05

Marccus Reinhardt reminded the Committee of the continuing education (CE) requirements for licensees and the changes since it first became mandatory. Mr. Reinhardt briefly explained the process for conducting audits. He reviewed for the Committee data collected in the past several years and informed members the licensee compliance rate is 85%. He reported that of the noncompliant licensees (about 15% of those audited), over 50% received a letter of advisement for the less serious violations regarding their coursework, and approximately 33% received a citation with an administrative fine for the more serious CE-related violations.

Kirk Miller asked whether the license of a noncompliant licensee is suspended until they fulfill the required CE hours. Mr. Reinhardt responded the license is not suspended. Ms. Dougherty asked how much time a licensee is given to comply with the requirement or otherwise satisfy the citation. She then enquired whether a licensee must complete the required hours or simply pay a fine. Vickie Mayer advised the law does not require a licensee complete the hours after failing an audit. Ms. Mayer also advised that the licensee would be required to satisfy the fine prior to the next license renewal or could appeal the citation. Ms. Dougherty opined there should be further consequence and clarification regarding CE noncompliance to maintain fairness.

Glenn Gall recommended the Board develop regulations to clarify the CE requirement. Ms. Mayer said the Committee could make that part of the recommendation to the Board regarding this agenda item if they felt the need to do so.

Raymond Cheng inquired about the feasibility of requiring licensees to submit CE documentation upon renewal. Ms. Mayer replied that this was the process when CE was first implemented; however, due to workload issues and limited staff resources this proved to be too excessive to manage. She explained the Legislature subsequently amended the law to allow for auditing a percentage of licensees (which would assist in managing the workload and improve efficiency of the process) and report the findings. Ms. Mayer added this would be the first measure to assess the effectiveness of the audits.

> *Kirk Miller made a motion to have a regulation put in place (or necessary legislative change) that a licensee who has not complied with the CE requirement have their license suspended until compliance is proved.*

Mr. McCauley commented in response to Mr. Miller's motion that improvements to CE enforcement will be noted in the Board's letter to the Legislature as mandated in Business and Professions Code section 5600.05(d) and upcoming Sunset Report. He also explained the feasibility of amending the law versus developing corresponding regulations.

> *Kirk Miller amended his motion to take action under the direction of the Board's Executive Officer.*

> *The motion was not seconded.*

Mr. McCauley explained to members that licensees cannot renew their license until they pay the fine associated with the citation. Mr. Miller expressed his displeasure that a licensee can retain their license without consequence of losing their license until the next renewal. Mr. McCauley explained that the amount of time required to take action against a license can potentially be the same as a renewal cycle. Ms. Mayer said licensees who falsely state on the renewal application their completion of CE are issued a citation in accordance with the law.

Ms. Dougherty opined the Board's current requirement of retaining and submittal of paper documentation is outdated. She added that the Board should utilize technology and allow for electronic payments and document submittals. Mr. McCauley responded saying the Department of Consumer Affairs (DCA) is utilizing a business management system named

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BreEZe. He added that the Board is among the final group of DCA entities to commence project development.

Mr. Christian asked if the selection of licensees to be audited is random, and if those who fail an audit are automatically selected again to be audited adding that it serves as an incentive for them to comply with the requirement. Mr. Gutierrez indicated the automatic reaudit is part of the staff recommendation. Ms. Mayer added that the Board previously indicated their position to have the audit be completely random, but said it could be reconsidered for the people who have been cited.

Mr. Gutierrez stated the Board had its highest level of compliance the first year of the audits; he indicated the process seemed to be working and had not declined. He asked for an explanation of the break point between advisement and citation. Mr. Reinhardt explained the determination would depend upon the totality of the circumstances and provided a couple of examples including non-responsiveness to an audit and mistakenly taking the incorrect coursework. Ms. Dougherty inquired whether there is a percentage of licensees who are retired or deceased and do not respond to an audit notification. Ms. Mayer responded there was no specific percentage and then clarified that such cases are handled on a case-by-case. She explained that intent is a factor considered when determining the disposition for a noncompliant licensee and stated that the majority of the citations issued are to licensees who did not complete the required coursework until notified they were selected for an audit.

Mr. Gall asked about the length of time between license renewal and selection for an audit. Ms. Mayer responded there is a two-month period from when a licensee renews their license before they are sent an audit letter. Mr. Reinhardt added that the audit process is continuous and licensees are selected each month.

Mr. Miller inquired whether compliance is higher among members of The American Institute of Architects (AIA). Ms. Mayer responded that the Board does not maintain that information and is not permitted to inquire whether a licensee is a member.

Mr. Reinhardt explained the breakdown of the data supporting the basis for noncompliance of those audited and subsequent determination of issuing a letter of advisement or a citation. Ms. Dougherty asked if carry over of excess CE hours is allowed during the two-year period. She mentioned AIA members are allowed to carry over CE hours. Ms. Mayer explained this is not permitted in the law and CE hours must be completed within the previous two years prior to submitting the renewal.

Ms. Dougherty asked whether information regarding the CE requirement is provided to candidates who pass the California Supplemental Examination (CSE), so they are fully informed of all renewal requirements when submitting the license application. Mr. Reinhardt responded that candidates, upon passing the CSE, are provided a congratulatory letter containing information regarding the CE requirement. He clarified that the letter informs candidates they must complete the CE requirement regardless of the length of time licensed before renewal.   Ms. Dougherty expressed concern that candidates may not see this information and not understand that they must do CE regardless the length of time licensed. She suggested additional information be presented in a clear format for these newly licensed,

and Board contact information be provided. Ms. Mayer said there is a Strategic Plan objective to develop a check list for requirements upon licensure. Mr. Reinhardt added there is an objective to be discussed under Agenda Item E.3 where staff could add the information.

Mr. Reinhardt explained the staff recommendations to the CE program that enhance information provided to new licensees, increase penalties for subsequent violations, automatically audit licensees who previously failed an audit, and reassess penalties for non-compliance. Mr. Gall added compliance should include the requirement of completing the hours required and not only a penalty.

Mr. Feng inquired about the possibility of withholding their license if a licensee fails the audit. Ms. Mayer clarified the audit occurs after renewal, so subsequent renewal is held until the fine is paid. Mr. Feng expressed concern that the licensee retains their license even though they do not meet the renewal requirement. Ms. Mayer further clarified the law does not allow for actions to suspend the license. Mr. Gutierrez expressed support for the recommendation of automatically reauditing those licensees who fail the audit. Ms. Mayer added the Board may impose a fine, up to $1,500, to those licensees who fail the audit.

Ms. Mayer requested PQC members clarify their recommendation and whether it includes that licensees must fulfill the CE requirement if determined by the Board to be noncompliant or suspension of the license. Ms. Dougherty expressed concern regarding suspension of the license and Mr. Feng clarified there is staff discretion regarding the consequence for non-compliance. Mr. McCauley added that staff follows a matrix when assessing the appropriate disposition of violation while Ms. Mayer suggested including an Order of Abatement in the citation requiring completion of the CE hours. Mr. Cheng opined that it would be unfair to suspense a license potentially because of mistake like forgetting when coursework was actually taken.

Mr. Gutierrez proposed a series of reminder letters regarding CE be issued to licensees prior to renewal. He suggested the letters be January, June, and November. Ms. Mayer expressed concern regarding the cost of mailing the letters to licensees. She clarified that licensees should receive the renewal notice approximately 75 days prior to the expiration date; the renewal form includes the CE requirement. Additionally, she noted the CE requirement has been included in Board newsletters and is on the Board's website. Mr. Gutierrez supported continuation of newsletter articles regarding CE and renewal.

Ms. Mayer asked for clarification regarding the PQC recommendation for suspension of a license. Mr. Cheng expressed support for requiring the CE completion and citation with the possibility of license suspension. Mr. McCauley stated that license suspension remains on a licensee's record for 100 years while a citation remains 5 years. The PQC agreed that 100 years is excessive for CE and indicted its preference for the use of citations.

Kirk Miller made a motion to recommend to the Board to include the following methods to improve the CE process in the letter to the Legislature in accordance with BPC section 5600.05(d): 1) enhance the information provided to new licensees, 2) increase the penalties for subsequent violations, 3) automatically audit licensees who previously failed an audit, 4) reassess penalties for noncompliance

with the CE requirement; 5) require noncompliant licensees complete deficient CE hours; and 6) periodically send CE requirement reminders to licensees.

Betsey Dougherty seconded the motion.

Committee Chair Feng, members Cheng, Dougherty, Gall, Gutierrez, Kwan, Miller, and Zucker voted in favor of the motion. The motion passed 8-0.

Mr. Miller inquired about the status of the Board requiring general health, safety, and welfare (HSW) CE. Mr. McCauley responded the topic periodically arises and there has been recent discussion at the national and state level about CE being an unwarranted barrier to licensure or maintaining a license. He said the climate is very unlike it has ever been before and there is an intense scrutiny regarding professional licensure and the associated requirements. Mr. McCauley stated there is a skeptical view of CE in the Legislature and it is primarily viewed as a moneymaker for the associations. Mr. Miller suggested HSW CE be proposed at the next Strategic Planning session and the objective be assigned to PQC.

2. **COLLABORATE WITH AND SUPPORT EXISTING AND EMERGING INTEGRATED PATH TO ARCHITECTURAL LICENSURE (IPAL) PROGRAMS TO PROMOTE THEIR SUCCESS**

Mr. Reinhardt advised the Committee the Board has demonstrated its support of the IPAL programs through the sponsoring of legislation, sending of letters to Los Angeles and San Diego firms, inviting IPAL schools to present at Board meetings, and featuring IPAL programs in newsletter articles.

Ms. Dougherty asked if there were any statistics regarding the IPAL program, as it is difficult to assess the successfulness of programs. Ms. Kwan postulated it would be several years before any meaningful data would be available since the programs only just began. Mr. Reinhardt added the National Council of Architectural Registration Boards (NCARB) is tracking candidate information and is coordinating with the IPAL programs.

Mr. Feng inquired what the Committee can do to show support for these programs. Mr. Gutierrez suggested providing tools, such as the Emerging Professional's Companion (EPC), to private practice. He added those candidates who are new to the program may need additional guidance the EPC provides. He further suggested the PQC recommend the Board write a letter encouraging NCARB to revive the EPC and modify how it was originally established.

Ms. Kwan asked for further explanation of what would occur under the EPC. Mr. Gutierrez explained the EPC covered all five practice categories that are in the Architect Registration Examination (ARE) and Architectural Experience Program (AXP) and would give exercises and activities to satisfy the learning objective. He added the EPC was not successful on a national level and was sunsetted but could potentially be brought back under the IPAL banner.

Ms. Mayer reminded the PQC a motion would need to be made to provide a recommendation to the Board. Based on the Committee's discussion, she suggested the motion include the

recommendation to encourage resurrection of the EPC and to obtain statistical data on the effectiveness of the EPC.

Pasqual Gutierrez made motion to revive the EPC as a tool to offer an accomplished practice-based learning relative to the AXP and obtain IPAL program data from California schools.

Mr. Gutierrez clarified he is proposing NCARB acquire the EPC from the AIA, enhance it for their use, and place it under the IDP banner, which is under its purview.

Ms. Dougherty seconded the motion.

Committee Chair Feng, members Cheng, Dougherty, Gall, Gutierrez, Kwan, Miller, and Zucker voted in favor of the motion. The motion passed 8-0.

3. REVISE THE CANDIDATE HANDBOOK TO REDUCE CANDIDATE CONFUSION

Mr. Reinhardt explained the history of the Board's *Candidate Handbook*, and that current content is presently available on the Board's website. He stated staff is recommending transitioning from a physical handbook to a digital format such as a .pdf with an HTML equivalent on the website, incorporating contemporaneously relevant material and create a living document. He proposed using the approach and format employed by NCARB with the ARE and *AXP Guidelines*.

Mr. Gutierrez suggested clarifying the roles of NCARB and the Board, and adding postlicensure criteria, a description of IPAL, and the portfolio method for completion of AXP. Mr. Reinhardt advised the Committee staff will also reference NCARB documents such as the AXP and ARE Guidelines in drafting the handbook.

Mr. Zucker inquired of the present method used to communicate information to candidates and Mr. McCauley responded that staff currently collaborate with NCARB at schools and AIA locations to convey information. He added that the Board can provide this document or links to the online version at these events. Mr. Reinhardt suggested creating a card with information and a QR code that directs candidates to the online handbook.

Mr. Zucker opined the information will need to be modified depending on the audience. Mr. McCauley agreed, noting there is a Strategic Plan objective to connect with emerging professionals and convey relevant information. PQC members agreed that an online document would be preferable as it would be easily updated and accessible.

Mr. Feng inquired when the handbook would be completed. Mr. Reinhardt replied that it is anticipated the handbook would be completed in late 2018. Ms. Dougherty suggested the handbook be reviewed by emerging professionals to ensure clarity.

Betsey Dougherty made motion to support staff recommendations for revising the Candidate's Handbook, bring progress to the Board, have California emerging professionals provide a peer review, clarify the roles of the Board and NCARB, add

postlicensure requirements, and include information regarding IPAL and the portfolio method for completion of AXP.

Raymond Cheng seconded the motion.

Mr. Miller suggested inclusion of language regarding the rigor of licensure. Mr. McCauley advised the Committee that it would be best to avoid using terms like rigorous as it may imply a process that requires more than what is permitted by law.

Committee Chair Feng, members Cheng, Dougherty, Gall, Gutierrez, Miller, and Zucker voted in favor of the motion. The motion passed 7-0. Member Kwan was absent at time of vote.

Ms. Dougherty discussed the pass rate of the CSE and the mandatory wait time after a failed attempt. Mr. Miller expressed his supported of reducing the mandatory wait from six months to two months and asked Mr. Reinhardt the rationale for the current wait period. Mr. Reinhardt explained to the members the Board's psychometric vendor determined the appropriate length of the wait time required after a failed attempt. Mr. Gall briefly explained to the other members the nature of the examination development process. Ms. Mayer added staff is exploring the possibility of reducing the wait time with the Board and it will be discussed at the next Board meeting. Mr. Gutierrez stated the PQC's position is in support of staff analysis to reduce the CSE retake wait time. PQC members voiced approval.

Ms. Dougherty voiced support for improving Board information technology (IT) systems. Ms. Kwan provided a brief update on BreEZe. Mr. McCauley stated the Board begun the progress of updating its systems. Ms. Mayer added relationships between the Board's IT system and outside systems will be analyzed.

Mr. Miller requested school ARE pass rates and CSE data be provided in future meeting packets, and an analysis be performed regarding the pass rates of the oral CSE and those for the computer-delivered format.

F. ADJOURNMENT

The meeting adjourned at 1:20 p.m.

DISCUSS AND POSSIBLE ACTION ON 2017-2018 STRATEGIC PLAN OBJECTIVE TO REVISE THE *CANDIDATE HANDBOOK* TO REDUCE CANDIDATE CONFUSION

The Board's 2017-2018 Strategic Plan contains an objective assigned to the Professional Qualifications Committee (PQC) to revise the *Candidate Handbook* and reduce candidate confusion regarding the licensure process.

The *Candidate Handbook*, last updated in 2007, was developed by the Board to provide an overview of the architectural licensing process in California. It contains general information regarding the Board, the requirements for licensure, available pathways to licensure, and other relevant information. The *Candidate Handbook* was originally compiled from sources such as the Board's regulations and the National Council of Architectural Registration Boards' (NCARB) *Architect Registration Examination (ARE) Guidelines* and *Architectural Experience Program (AXP) Guidelines*. It is now obsolete because of the many changes made by NCARB to its programs over the past several years and those made by the Board.

At its October 18, 2017 meeting, the PQC approved a motion to recommend the Board: 1) reimagine the handbook as the *Licensure Handbook* in a digital format with an HTML equivalent on the Board's website; 2) clarify its role and that of NCARB within the handbook to ease candidate confusion; and 3) seek input from California emerging professionals regarding handbook content.
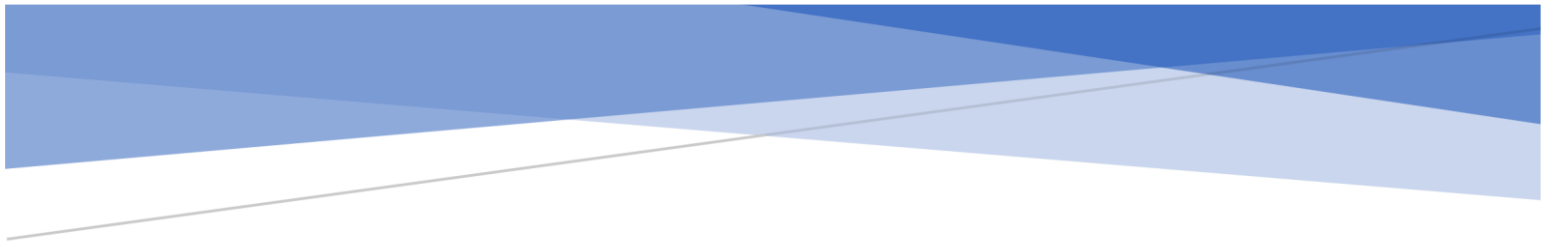
Attached is a draft of the *Licensure Handbook* for review by the PQC and additional direction or input to staff. Links to external pages and sites are identified as blue underlined text and sidebar content is identified in highlights.

The *Licensure Handbook* will be reviewed by emerging professionals and legal counsel after the PQC has provided its input. It is anticipated the Board will review the handbook in early-2019.

The Committee is asked to review and discuss the *Licensure Handbook*, provide its input to staff, and take action as appropriate.

Attachment:
Licensure Handbook (DRAFT)

LICENSURE HANDBOOK

California Architects Board

TABLE OF CONTENTS

WHO IS THE CALIFORNIA ARCHITECTS BOARD?

The California Architects Board was created by the Legislature and later approved by Governor Henry Gage on March 23, 1901, through "An Act to Regulate the Practice of Architecture." The mission of the Board is to protect the public health, safety, and welfare by regulating architectural practice. The Board is one of the many boards, bureaus, commissions, committees, and programs under the purview of the Department of Consumer Affairs, which is responsible for consumer protection and regulation of professional licensure in California.

The Board is composed of 10 members – 5 architects and 5 public members. The Governor appoints the 5 architect members and 3 of the public members. The Speaker of the Assembly and the Senate Rules Committee each appoint a public member to the Board.

WHAT WE DO

The Board establishes the qualifications and regulations for the licensing of individuals who want to practice architecture in California. Today, there are more than 21,000 architects and 9,000 candidates in the process of fulfilling licensure requirements.

Candidates and licensees should be familiar with and adhere to the regulations and provisions of the Architects Practice Act.

PRACTICE OF ARCHITECTURE

California law defines the practice of architecture as the planning of sites, and the design, in whole or in part, of buildings or groups of buildings and structures. Any person who uses the title of architect or advertises to provide architectural services in California must be licensed as an architect by the Board. The Board has a helpful Design Limitations Chart for Professionals available on its website that details applicable licenses required for projects.

UNLICENSED PRACTICE

Unlicensed individuals, which includes licensure candidates, should be aware it is a misdemeanor punishable by fine, imprisonment, or both to:

- Offer architectural services or practice architecture
- Represent oneself as an architect
- Use any term confusingly similar to the word architect or that he or she is an architectural designer.

Contact Us

- Phone: (916) 574-7220
- Fax: (916) 575-7283
- Email cab@dca.ca.gov
- Office hours are 8 a.m. to 5 p.m., Monday through Friday, excluding state holidays

WHO IS THE NATIONAL COUNCIL OF ARCHITECTURAL REGISTRATION BOARDS (NCARB)?

NCARB is a nonprofit organization made up of the architectural licensing boards for 55 US states and territories and has three strategic goals: facilitate licensure, foster collaboration, and centralize credential data. The Board works collaboratively with NCARB to achieve its goals and fulfill its mission of protecting consumers. NCARB provides services to the Board that are required as components of licensure.

Among the requirements a candidate must complete are the Architect Registration Examination (ARE) and the Architectural Experience Program (AXP) to receive a California license. The ARE is the nationally recognized architectural licensing examination and AXP is the program that provides a framework for gaining professional experience. Both the ARE and AXP are NCARB-administered programs and two of the many services it provides the Board.

Additionally, NCARB offers its Certificate to licensees. The NCARB Certificate indicates the licensee has met the national licensure standard and facilitates reciprocal licensure in member jurisdictions.

HOW DO I BECOME AN ARCHITECT?

Overview

California's examination and licensure requirements to become an architect are more flexible than most other jurisdictions. In reviewing the requirements for licensure, it is important to understand the process cannot be described by a singular set of sequential steps. Instead, obtaining a license involves requirements a candidate can fulfill in multiple ways. Additionally, each requirement may have several possible entry points at which a candidate may start fulfilling it. Although each candidate's path to licensure may differ, all will complete the process with the necessary knowledge, skills, and ability to be a licensed architect who practices in a way that protects the health, safety, and welfare of Californians.

No single aspect can accurately measure whether an individual is qualified to be licensed to practice architecture in California. The Board considers three separate aspects of an individual's architectural development: education, experience, and examination.

A candidate who provides evidence of having fulfilled the following requirements is eligible to receive a license to practice architecture:

- Be at least 18 years of age or the equivalent to a graduate from high school

- Five years of architectural educational experience or the equivalent as specified in the Board's regulations[1]
- AXP or the Canadian Provincial Internship in Architecture Program (IAP) [1, 2]
- ARE
- California Supplemental Examination (CSE)

It is important to note that all not possible backgrounds for candidates could feasibly be described in this Handbook. An individual whose background is not discussed here should directly contact the Board to learn how to fulfill the requirements.

A complete step-by-step process chart is located at the end of the Handbook.

[1] When combined will total the eight years of architectural training and education experience required for licensure – see Business and Professions Code (BPC) section 5552.

[2] Candidates who meet the exemption requirements specified in the Board's regulations may substitute work experience in lieu of AXP.

Paths to Licensure

Accredited Degree Path

The Accredited Degree Path to architectural licensure requires a candidate to earn a professional degree from a program accredited by the National Architectural Accrediting Board (NAAB). This path is required for Certification by NCARB and for licensure in most US jurisdictions. A NAAB-accredited degree earns the most architectural educational experience credit (five years) and fulfills the Board's eligibility requirement for the ARE. It should be noted that California does not require a NAAB-accredited degree in architecture to receive licensure.

The experience aspect of this path is fulfilled by completion of the NCARB AXP. With AXP, a candidate works in at least one of two Experience Settings (Setting A or Setting O) and earns a minimum of 3,740 AXP credit hours to complete the program. The AXP Guidelines provide a multitude of ways a candidate may earn credit hours toward the required minimum.

Candidates may concurrently complete the education and experience aspects immediately upon high school graduation (or the equivalent) and then commence the ARE after they are eligible. This strategy may shorten the licensure process by up to three years.

The examination aspect of this path, like the other pathways, is fulfilled by completion of the ARE, which is the nationally recognized licensing examination for architects administered by NCARB through its test vendor, Prometric.

The ARE is currently comprised of six divisions and administered by computer. A candidate must successfully complete each ARE division in entirety and may elect to do so in any order for their convenience. Complete information can be found in the ARE 5.0 Guidelines.

Candidates must successfully complete all ARE divisions and have documented eight net years of training and educational experience in architectural work before they may take the CSE.

Integrated Path to Architectural Licensure (IPAL)

IPAL is an option available for candidates pursuing licensure in California. Similar to models used in Europe and elsewhere in the world, NCARB introduced IPAL, which provides a more accelerated path to licensure. IPAL integrates the experience and examination aspects with a NAAB-accredited professional degree program. Candidates have the opportunity to complete the licensure requirements while earning an accredited degree. IPAL programs provide a structured approach to complete the AXP and take each division of the ARE before graduation.

Presently, there are 26 IPAL programs at 21 colleges, three of which are in California— NewSchool of Architecture and Design, University of Southern California, and Woodbury University. Each IPAL school formulates the specific programmatic details of how the education, experience, and examination aspects are integrated, but the end result is the same.

A candidate enrolled in an IPAL degree program may fulfill all three aspects of licensure in less time than it typically takes candidates to complete the licensure process. There are prerequisites specific to each school that must first be met before admission is accepted by the respective program. Contact the respective program for more details about it.

Through an IPAL program when a candidate is awarded their degree and completes the ARE, they will be eligible for the CSE.

Candidates interested in pursuing this path should visit the IPAL portal for more information.

Nonaccredited Degree Path

The Nonaccredited Degree Path affords the most flexibility for candidates as it permits them to combine any field of study with architectural training experience to potentially become an architect. The amount of architectural training experience required varies depending upon the specific degree awarded and field of study or the number of postsecondary units earned for those without a degree. A candidate fulfills the education aspect when they document five years of training and educational experience in architectural work on an Employment Verification Form (EVF).

Candidates with foreign degrees may receive credit for education at foreign colleges and universities. A Board-approved educational evaluation service must evaluate certified original transcripts and diplomas from the foreign school(s) and equate the degree to a comparable US degree for credit to be granted. The service must submit the original recommendation report along with transcripts directly to the Board. The candidate is responsible for any cost of evaluation. Candidates should request that an original "short" or "general" report be submitted directly to the Board along with a copy of the original transcripts.

Candidates may concurrently fulfill the education aspect and AXP. However, as with the Work Experience Only Path below, the architectural training experience credit earned during this time may not also be submitted to NCARB for earning AXP credit hours.

Upon fulfilling the education aspect and completing AXP—for a total of eight years of training and educational experience—and successfully completing the ARE, candidates following this path are eligible for the CSE.

Work Experience Only Path

A fourth path for receiving licensure in California is the Work Experience Only Path. Candidates who select this path work for five years of full-time (40 hours per week) under the direct supervision of an architect licensed to practice in the US in lieu of earning a degree. The training experience, documented on an EVF, earned fulfills the education aspect for licensure and meets the Board's ARE eligibility requirements.

Candidates may concurrently document AXP experience. However, the architectural training experience credit earned during this time may not also be submitted to NCARB for earning AXP credit hours.

Candidates on this path will be eligible for the CSE once five years of experience has been documented and AXP has been completed (for a total of eight years), and the ARE has been successfully completed.

Some architectural training experience may be granted credit for work performed beyond 40 hours in a week—contact the Board for more details. Candidates fulfill the examination aspect in a similar manner to the Accredited Degree Path—by successfully completing the ARE.

Work Experience Credit

Work experience is evaluated based upon a calendar month of 40-hour work weeks. Credit is granted for both part-time and full-time work experience. Overtime may be considered. Work experience credit is granted toward fulfilling the educational requirement, the additional three years of experience, or both as follows:

- 100% credit for work experience under the direct supervision of US licensed architects.
- 50% credit for work experience under the direct supervision of architects licensed in qualifying foreign countries up to a maximum of seven years of credit.

Credit may also be granted for work experience obtained under the authority of or on the property of the US federal government when the experience is under the direct supervision of a US licensed architect or engineer.

Candidates may receive credit for work experience obtained under the direct supervision of professionals other than licensed architects only after they fulfill the educational aspect. If such experience is obtained prior to fulfilling the educational aspect, the credit is deferred until fulfillment of the educational aspect. Credit for work experience obtained under other licensed professionals applies as follows:

- 50% credit for work experience under the direct supervision of US registered civil or structural engineers and US licensed landscape architects up to a maximum of two years of credit.
- 50% credit for work experience under the direct supervision of California licensed general building contractors or California certified building officials up to a maximum of one year of credit.

Candidates should review NCARB's AXP Guidelines to determine whether such experience is accepted for AXP.

Important Note: All candidates must earn and verify at least one year of credit under the direct supervision of an architect licensed in a US jurisdiction or two years of experience under the direct supervision of an architect registered in a Canadian province prior to CSE eligibility and licensure. Completion of AXP fulfills this requirement.

Documenting Work Experience

The following guidelines apply to the Employment Verification Form (EVF):

- Each EVF must contain: the dates of employment; hours worked per week; name and address of the company; and the supervising professional's name, license number, license issue date/expiration date, original signature, and date.
- EVF may not contain any alterations or corrections.
- All signatures on the EVF must be original.

Candidates should stay current on their submissions of EVFs and submit one at least every six months.

Pursuant to the Rules of Professional Conduct (California Code of Regulations, Title 16, section 160), California licensed architects must represent a candidate's training and experience accurately when completing an EVF or providing other information in connection with the candidate's application for licensure.

When the Board receives an EVF, an evaluation is performed, and a notice is mailed to the candidate advising the current application status and credit granted. Candidates may request an update of their status at any time.

Experience Programs (AXP/IAP)

Many aspects of architectural practice are best learned through hands-on experience. For this reason, NCARB developed the AXP, which is designed to provide candidates exposure to the broad range of practice involved in architecture.

AXP: Overview

AXP is the nationally recognized training program for licensure candidates that requires the compilation and maintenance of a record of activity reflecting structured exposure to key areas of architectural practice. AXP is administered and maintained by NCARB.

AXP has the following objectives to:

- Define areas of architectural practice in which interns should acquire basic knowledge and skills;
- Encourage additional training in the broad aspects of architectural practice;
- Provide the highest quality information and advice about educational, internship, and professional issues and opportunities;
- Provide a uniform system for documentation and periodic assessment of internship activity; and,
- Provide greater access to educational opportunities designed to enrich training.

A maximum of five years of education or work experience credit is granted to individuals who have completed AXP. To obtain credit for completion of AXP, a candidate must have their AXP Record transmitted by NCARB directly to the Board for evaluation. Most jurisdictions require completion of AXP for initial licensure, and NCARB requires AXP for NCARB Certification.

Candidates should refer to the AXP Guidelines for more detailed information regarding the program.

IAP: Overview

The Intern Architect Program (IAP) is developed by the Canadian Architectural Licensing Authorities (CALA) and is considered equivalent to completion of AXP.

IAP has the following objectives to:

- Define and document areas of architectural practice in which professional knowledge and skills must be gained in a structured, supervised and mentored environment;
- Provide a uniform system for documentation and periodic assessment of internship activities;
- Provide feedback and guidance to the Intern; and
- Involve the members of the profession in the development and training of future members.

Candidates should refer to the IAP Guidelines for more detailed information regarding the program.

Architect Registration Examination (ARE)

The ARE, developed by NCARB, is the national architectural licensing examination that consists of six divisions. The ARE assesses candidate knowledge, skills, and abilities related to the practice of architecture.

Candidates for the ARE may apply for eligibility evaluation at any time they believe they have met the requirements. To be eligible to take the ARE, a candidate must obtain five years of post-secondary education and training experience in architectural work or the equivalent as determined by the Board's regulations.

Once the Board determines a candidate is eligible to begin taking the ARE, authorization will be granted to take the various divisions through the NCARB Record. Candidates will be sent an email from NCARB and the Board notifying them of their eligibility.

A candidate's testing eligibility remains valid provided they are active in the examination process. To remain active, a candidate must take an examination within five years from the date of their previously division. Testing eligibility may only be maintained in one jurisdiction at a time as NCARB does not allow multiple eligibilities.

Scheduling Procedures

The ARE is administered year-round, Monday through Saturday, at computer testing centers throughout the US and at select locations across the world. Eligible candidates may take the ARE at a testing center in any participating jurisdiction; scores are reported to the Board regardless of where a candidate takes a division.

Scheduling information is included in the ARE Guidelines. There is no set schedule for the administration of the divisions. Candidates may schedule appointments for their desired division(s) at any time once eligibility has been established by logging into their NCARB Record.

Fees

Candidates pay the fee to take the ARE directly to NCARB or its authorized representative. Payment information is described in the ARE Guidelines. NCARB reserves the right to withhold test scores and suspend test-taking privileges until any outstanding debt or payment discrepancies are resolved.

References and Study Materials

NCARB's ARE 5.0 Handbook includes a list of specifications, suggested references, and sample questions for each division. NCARB developed practice programs for the ARE, which can be accessed through a candidate's NCARB Record. Additionally, NCARB created a video test preparation series and an ARE Community, which allows candidates to ask questions, reach out to each other for study information, and offers a direct link to NCARB staff should there be any questions.

In an effort to assist candidates, NCARB has an [Approved Test Prep Provider](#) program that lists providers that meet NCARB's standards.

Divisions

The ARE is administered and graded by computer. Candidates are encouraged to read the [ARE Guidelines](#) for the latest detailed information.

Results

ARE results are reported as pass or fail and can be found in a candidate's NCARB Record approximately one to two weeks after taking the division. Candidates receive an email notification when the score report is available.

There are no provisions in the Board's regulations that permit a review of an ARE division, challenge of the multiple-choice questions, or appeal of an ARE result. As stated in the ARE Guidelines, the above is available to a candidate **only** if permitted by a board of architecture.

Rolling Clock (Expiration)

After passing an ARE 5.0 division, the score remains valid for a "Rolling Clock" period (five years from the date the exam was taken). If the remaining ARE divisions are not completed before the Rolling Clock period for a division ends, the passing score for that division will expire, and it must be retaken.

Transferring Scores

A candidate who has completed all or some of the ARE in another jurisdiction and wants to complete the examination process and become licensed in California should contact that jurisdiction to have a certified record of the examination scores sent to the Board. Copies of examination scores will not be accepted directly from the candidate.

The Board will send a certified record of examination scores to another jurisdiction or Canada upon written request from the candidate.

California Supplemental Examination (CSE)

The Board administers a supplemental examination to ensure that candidates have the necessary architectural knowledge and skills to respond to the characteristic conditions present in California.

Prior to taking the CSE, candidates must provide evidence of having fulfilled the following requirements:

- Five years of architectural educational experience or the equivalent as specified in the Board's regulations
- AXP or IAP
- ARE

The CSE is based upon a test plan that consists of the critical task and knowledge associated with entry-level of practice. The intent of it is not to duplicate coverage of general areas of practice already addressed in the ARE, but rather focus on California-specific aspects of practice. It is therefore neither comprehensive nor representative of the full-scope of architectural practice. The tasks are organized into four categories:

- General Practice
- Programming/Design
- Development/Documentation
- Bidding/Construction

The CSE is a computer-based multiple-choice examination that lasts approximately 3.5 hours. Candidates are required to demonstrate at least entry-level competence in the areas outlined in the CSE Test Plan. A competent entry-level architect can perform the responsibilities incumbent upon them in providing professional architectural services to the public. In addition, they must understand the integration of architectural practice and their responsibilities as they relate to architectural practice in California.

The CSE consists of individually timed sections and may include general multiple-choice items and project scenario related items pertaining to the content within the Test Plan and the applicable knowledge and ability statements. Candidates should refer to the CSE Handbook for detailed information regarding scheduling and taking the CSE. Examination results are provided to a candidate at the testing site after completing the examination.

References and Study Materials

The CSE Test Plan and reference materials are available on the Board's website.

Third-party vendors may offer CSE preparatory material to candidates. Please be aware that the Board does not contribute to or endorse any supplemental examination study guide or training seminar. Providers of such study material are not given any information beyond what is available on the Board's website.

Final Steps in Securing a License

When a candidate passes the CSE, an Application for Licensure is provided at the test site. Candidates submit the completed application to the Board along with the appropriate licensing fee. The license is typically issued within three to four weeks after the Board receives a complete application.

POSTLICENSURE

California architect licenses expire at midnight on the last day of the licensee's birth month in odd-numbered years and must be renewed every two years.

Architects must fulfill the following requirements to renew a license:

- Complete continuing education (CE) coursework on disability access requirements within the previous two years as mandated by BPC section 5600.05 (see coursework audits below)
- Complete an Architect License Renewal Application
- Pay license renewal fee
- Mail signed original application and fee to the Board with a postmark on or before the license expiration date

Renewing a license on time is critical. Renewal notices are sent to the licensee's address of record approximately 60 days prior to the expiration date. Architects may not submit an application and payment more than 60 days before their current license period ends.

Allow up to eight weeks for processing. The most frequent cause of delay in renewal processing is an incomplete application. The Architect License Renewal Application is available on the Board's website if one is not received in the mail.

Licensees who have complied with the license renewal requirements (i.e., complete application, signature, correct fee, certification of completed CE, etc.) prior to its expiration may engage in legal practice of their profession until receipt of the renewed license if the delay was not the fault of the licensee (BPC section 121). This provision does not apply to delinquent or incomplete renewal applications.

Continuing Education (CE)

As a condition of license renewal, architects must:

- Complete five hours of coursework on disability access requirements within the previous two years. The coursework must be presented by trainers or educators with knowledge and experience in the disability access requirements.
- Certify on the renewal application completion of the required coursework and sign the application.
- Maintain records documenting completion of the required coursework for two years from the date of license renewal.
- Provide, upon request, coursework records to the Board for auditing.

Licensees are encouraged to complete these requirements timely to avoid a delay in the processing of their license renewal. Those who fail to complete the required coursework cannot renew their license nor practice architecture until they have fulfilled these requirements.

Coursework Audits

The Board conducts audits of completed coursework. Licensees who are selected for an audit will be required to submit coursework documentation confirming that they have fulfilled the requirement. Licensees must keep record of their coursework documentation for at least two years from the date of their license renewal (BPC section 5600.05). Records must include the following:

1. Course title
2. Subjects covered
3. Name of provider
4. Name of educator or trainer
5. Date of completion
6. Number of hours completed
7. Statement about the trainer's or educator's knowledge and experience background

Important: Licensees who submit false or misleading information or fail to respond to the Board's request for documentation will be subject to an administrative citation, which may include an administrative fine, or disciplinary action (BPC section 5600.05).

APPENDICES

STEP-BY-STEP LICENSURE PROCESS CHECKLIST

Candidates for licensure must complete the following:

1. Establish an NCARB Record

- Select California as the testing jurisdiction

2. Complete an [Application for Eligibility Evaluation](#)

- Application must contain an original signature
- Include application fee (check or money order)
- Mail to California Architects Board

3. Complete one of the following for ARE eligibility:

- Earn a degree from a program accredited by NAAB
- Earn a degree and document work experience under an architect licensed to practice in an US jurisdiction
- Document five years of work experience under an architect licensed to practice in an US jurisdiction
- Transmit transcripts directly to the Board from the college/university or be visible through the NCARB Record
- Document work experience on an EVF and with the supervising architect's original signature

4. Complete the ARE

- Each passed division within the five year Rolling Clock period

5. Complete AXP or IAP

- Request transmittal of the completed record to California after the ARE has been completed

6. Complete the CSE

- Submit a completed CSE application[1] and fee to the Board
- Examination results are provided at site and either a license application or a retest application is provided to candidate

7. Complete an Application for Licensure

- Application must contain an original signature

- Include application fee (check or money order)
- Mail to California Architects Board

[1] The CSE application is only available to eligible candidates as determined by the Board in accordance with the relevant laws and regulations. It is unavailable for download.

Military Expedite

The Board will expedite the licensure process for current members or former members of the US Armed Forces who were honorably discharged. Current and former members of the military may possess transferrable skills that help them meet the minimum experience requirements required of all candidates. The Board may assist these individuals by:

- Expediting the application process once the Certificate of Release or Discharge from Active Duty (DD-214) is received by the Board; and
- Evaluating college transcripts to verify education credit.

Please submit a Military Expedite Request Form along with the application.

Are All Candidates Required to Complete an Internship Program?

The AXP/IAP requirement affects candidates who apply for examination eligibility on or after January 1, 2005, and candidates who were previously eligible but have not taken an examination as a Board candidate for five or more years. Candidates who were eligible for the ARE on or before December 31, 2004 and who remain active in the examination process are exempt from the AXP requirement.

Reasonable Testing Accommodations

The Board has a procedure for granting reasonable testing accommodations to candidates with impairments as outlined under the Americans with Disabilities Act and state law. Candidates with impairments who require reasonable testing accommodations should inquire with the Board at the time they initially apply for eligibility evaluation to obtain current information. Reasonable accommodation request forms for the ARE and CSE are available on the Board's website in the corresponding section.

Name and Address Changes

Once a candidate has filed an application with the Board, all name and address changes must be submitted in writing. Name changes must be accompanied by appropriate legal documentation. Candidates and licensees are responsible for keeping the Board informed at all times of their current address. The Name Change Request and Change of Address forms and instructions are available on the Board's website.

Inactive Candidates and Retention of Application Files

The record of a candidate who has not taken an examination for five or more years becomes inactive. The Board purges inactive files.

Transcripts, foreign evaluations, and each EVF submitted by individuals who have not also submitted an Application for Eligibility Evaluation are retained for two years, and then purged.

An inactive candidate whose file has been purged and who later wishes to resume the examination process must reapply to the Board by submitting the appropriate application, the current eligibility review fee, and the supporting documentation. The candidate will be evaluated according to the regulations operative at the time of reapplication.

Licensure in Another State

Candidates seeking licensure outside of California may request in writing that the Board send a certification of examination scores to another state board. Because every state has its own requirements, the Board recommends candidates directly contact the specific state board or NCARB for details.

Social Security Number (SSN) / Individual Taxpayer Identification Number (ITIN)

Collection of a candidate's Social Security Number (SSN) is mandatory and is authorized by BPC section 30 and Public Law 94-455 [42 U.S.C. 405(c)(2)(C)]. BPC section 5550.5 authorizes the Board to accept an Individual Taxpayer Identification Number in lieu of an SSN. The SSN/ITIN is used exclusively for tax enforcement purposes; to comply with any judgment or order for family support in accordance with Family Code section 17520; or for verification of licensure or examination status by a licensing or examination entity which utilizes a national examination and where licensure is reciprocal with the requesting state.

While a SSN/ITIN may not be required in order to legally work in California, it is required to obtain and maintain a professional license. BPC 30 prohibits the Board from processing any application for an original license unless the applicant provides their SSN/ITIN where required on the application.

Notice on Collection of Personal Information

The Board collects the personal information requested on the application form as authorized by BPC sections 30, 5526, 5550, 5550.5, 5552, 5558, and CCR sections 104 and 109. The Board uses this information principally to identify and evaluate applicants for licensure, issue and renew licenses, and enforce licensing standards set by law and regulation. Submission of the requested information is mandatory. The Board cannot consider an application for examination, licensure, or renewal unless all requested information is provided.

Possible Disclosure of Personal Information

The Board makes every effort to protect the personal information candidates provide. The information provided may be disclosed in the following circumstances:

- In response to a Public Records Act request (Government Code section 6250 et seq.), as allowed by the Information Practices Act (Civil Code section 1798 et seq.)
- To another government agency as required by state or federal law

- In response to a court or administrative order, a subpoena, or a search warrant

Public Notices and Information

The Board uses a subscriber list service to notify individuals who are interested in receiving email alerts about important updates. Public notices regarding various changes to the regulations and upcoming meetings are provided to individuals on the Board's emailing list and are referenced on the Board's website.

Collateral Organizations

- The American Institute of Architects (AIA)

  1735 New York Ave NW
  Washington, DC 20006
  (800) 242-3837

- The American Institute of Architects, California Council (AIACC)

  1303 J Street, Suite 200
  Sacramento, CA 95814
  (916) 448-9082

- The American Institute of Architecture Students (AIAS)

  1735 New York Ave NW
  Washington, DC 20006
  (202) 808-0075

- The National Architectural Accrediting Board (NAAB)

  1101 Connecticut Ave NW, Suite 140
  Washington, DC 20036
  (202) 783-2007

- The National Council of Architectural Registration Boards (NCARB)

  1801 K Street NW, Suite 700K
  Washington, DC 20006
  (202) 879-0520

REVIEW AND DISCUSS EXAMINATION PERFORMANCE STATISTICS FOR THE ARCHITECT REGISTRATION EXAMINATION (ARE) AND CALIFORNIA SUPPLEMENTAL EXAMINATION (CSE)

At its October 18, 2017 meeting, the Professional Qualifications Committee requested examination performance statistics for the Architect Registration Examination (ARE) and California Supplemental Examination (CSE) be made available for review at its next meeting and subsequently annually.

Attached is the 2014-2017 performance data for ARE 4.0 and 2016-2017 data for ARE 5.0, organized by California National Architectural Accrediting Board (NAAB) program. Also attached, is the CSE performance data organized by administration format.

ARE data includes individuals who attended a California NAAB-accredited program regardless of the jurisdiction in which they seek licensure. CSE data is only for California candidates.

Attachments:
1. ARE 4.0 Pass Rates
2. ARE 5.0 Pass Rates
3. CSE Pass Rates (Oral)
4. CSE Pass Rates (Computer-Based)

ARE 4.0 Pass Rates

University Name	Division Name	2014	2015	2016	2017	Better than National Average
Academy of Art University	Building Design & Construction Systems		38%	64%	40%	■ Above National Average
	Building Systems	67%	33%	27%	40%	■ Below National Average
	Construction Documents & Services	50%	56%	36%	42%	
	Programming, Planning & Practice	80%	50%	26%	39%	
	Schematic Design	67%	75%	53%	100%	
	Site Planning & Design	60%	73%	53%	64%	
	Structural Systems	100%	50%	57%	60%	
California College of the Arts	Building Design & Construction Systems	50%	58%	48%	36%	
	Building Systems	48%	72%	63%	29%	
	Construction Documents & Services	48%	46%	39%	45%	
	Programming, Planning & Practice	50%	64%	42%	48%	
	Schematic Design	76%	69%	65%	50%	
	Site Planning & Design	67%	69%	60%	48%	
	Structural Systems	57%	56%	59%	55%	
California Polytechnic State University, San Luis Obispo	Building Design & Construction Systems	59%	65%	67%	69%	
	Building Systems	63%	69%	74%	57%	
	Construction Documents & Services	62%	61%	60%	58%	
	Programming, Planning & Practice	62%	60%	62%	55%	
	Schematic Design	74%	77%	83%	90%	
	Site Planning & Design	72%	70%	74%	71%	
	Structural Systems	66%	73%	68%	72%	
California State Polytechnic Univ (Pomona)	Building Design & Construction Systems	41%	63%	62%	50%	
	Building Systems	45%	58%	45%	60%	
	Construction Documents & Services	32%	44%	43%	45%	
	Programming, Planning & Practice	48%	50%	41%	46%	
	Schematic Design	63%	68%	67%	91%	
	Site Planning & Design	58%	53%	61%	67%	
	Structural Systems	57%	61%	54%	67%	
NewSchool of Architecture and Design	Building Design & Construction Systems	57%	54%	64%	59%	
	Building Systems	72%	63%	56%	69%	
	Construction Documents & Services	41%	51%	48%	41%	
	Programming, Planning & Practice	48%	41%	42%	43%	
	Schematic Design	71%	68%	70%	77%	
	Site Planning & Design	58%	52%	63%	51%	
	Structural Systems	48%	71%	61%	55%	
Southern California Institute of Architecture	Building Design & Construction Systems	46%	59%	47%	47%	
	Building Systems	51%	65%	57%	52%	
	Construction Documents & Services	47%	43%	41%	40%	

University Name	Division Name	2014	2015	2016	2017
Southern California Institute of Architecture	Programming, Planning & Practice	46%	51%	53%	43%
	Schematic Design	70%	76%	71%	77%
	Site Planning & Design	57%	60%	53%	48%
	Structural Systems	67%	64%	64%	54%
University of California, Berkeley	Building Design & Construction Systems	53%	86%	63%	41%
	Building Systems	80%	77%	68%	47%
	Construction Documents & Services	67%	67%	51%	52%
	Programming, Planning & Practice	63%	71%	67%	56%
	Schematic Design	60%	88%	77%	100%
	Site Planning & Design	64%	79%	63%	58%
	Structural Systems	79%	82%	74%	75%
University of California, Los Angeles	Building Design & Construction Systems	56%	62%	68%	53%
	Building Systems	64%	67%	55%	71%
	Construction Documents & Services	59%	56%	46%	42%
	Programming, Planning & Practice	61%	70%	65%	62%
	Schematic Design	81%	91%	81%	65%
	Site Planning & Design	79%	73%	64%	73%
	Structural Systems	69%	76%	67%	65%
University of Southern California	Building Design & Construction Systems	58%	64%	69%	48%
	Building Systems	62%	68%	65%	62%
	Construction Documents & Services	73%	55%	49%	42%
	Programming, Planning & Practice	61%	55%	54%	50%
	Schematic Design	82%	82%	77%	87%
	Site Planning & Design	72%	58%	63%	67%
	Structural Systems	73%	72%	65%	54%
Woodbury University	Building Design & Construction Systems	49%	46%	44%	56%
	Building Systems	44%	36%	46%	50%
	Construction Documents & Services	45%	27%	30%	40%
	Programming, Planning & Practice	40%	43%	31%	39%
	Schematic Design	46%	67%	48%	82%
	Site Planning & Design	26%	48%	39%	46%
	Structural Systems	56%	43%	50%	47%

Better than National Average
- Above National Average
- Below National Average

ARE 5.0 Pass Rates

University Name	Division Name	2016	2017
Academy of Art University	Construction & Evaluation		60%
	Practice Management		33%
	Programming & Analysis		60%
	Project Development & Documentation		29%
	Project Management		71%
	Project Planning & Design		40%
California College of the Arts	Construction & Evaluation		86%
	Practice Management		47%
	Programming & Analysis		29%
	Project Development & Documentation		56%
	Project Management		50%
	Project Planning & Design	100%	49%
California Polytechnic State University, San Luis Obispo	Construction & Evaluation		56%
	Practice Management		54%
	Programming & Analysis	100%	60%
	Project Development & Documentation	40%	63%
	Project Management		62%
	Project Planning & Design	67%	53%
California State Polytechnic Univ (Pomona)	Construction & Evaluation		47%
	Practice Management	100%	31%
	Programming & Analysis		39%
	Project Development & Documentation		39%
	Project Management	100%	40%
	Project Planning & Design		42%
NewSchool of Architecture and Design	Construction & Evaluation		43%
	Practice Management		37%
	Programming & Analysis		32%
	Project Development & Documentation	50%	47%
	Project Management		41%
	Project Planning & Design	50%	53%
Southern California Institute of Architecture	Construction & Evaluation	100%	54%
	Practice Management	33%	32%
	Programming & Analysis		21%
	Project Development & Documentation		35%
	Project Management		56%
	Project Planning & Design	50%	35%
University of California, Berkeley	Construction & Evaluation		100%
	Practice Management		67%
	Programming & Analysis		86%
	Project Development & Documentation		64%

Better than National Average
- 🟩 Above National Average
- ⬛ Below National Average

University	Category		
University of California, Berkeley	Project Management		100%
	Project Planning & Design		56%
University of California, Los Angeles	Construction & Evaluation		60%
	Practice Management		62%
	Programming & Analysis		50%
	Project Development & Documentation		52%
	Project Management		86%
	Project Planning & Design	100%	44%
University of Southern California	Construction & Evaluation	100%	59%
	Practice Management	100%	59%
	Programming & Analysis		56%
	Project Development & Documentation	100%	51%
	Project Management		72%
	Project Planning & Design	33%	34%
Woodbury University	Construction & Evaluation		47%
	Practice Management	50%	23%
	Programming & Analysis		26%
	Project Development & Documentation		32%
	Project Management	100%	52%
	Project Planning & Design	33%	26%

Better than National Average
- Above National Average
- Below National Average

CSE PASS RATES (ORAL FORMAT)

EXAMINATIONS ADMINISTERED 2006	CANDIDATES PASSED		CANDIDATES FAILED	
	Total	Percent	Total	Percent
982	483	49%	499	51%

EXAMINATIONS ADMINISTERED 2007	CANDIDATES PASSED		CANDIDATES FAILED	
	Total	Percent	Total	Percent
1,048	500	48%	548	52%

EXAMINATIONS ADMINISTERED 2008	CANDIDATES PASSED		CANDIDATES FAILED	
	Total	Percent	Total	Percent
920	487	53%	433	47%

EXAMINATIONS ADMINISTERED 2009	CANDIDATES PASSED		CANDIDATES FAILED	
	Total	Percent	Total	Percent
1,074	482	45%	592	55%

EXAMINATIONS ADMINISTERED 2010	CANDIDATES PASSED		CANDIDATES FAILED	
	Total	Percent	Total	Percent
1,046	518	50%	528	50%

CSE PASS RATES (COMPUTER-BASED FORMAT)

EXAMINATIONS ADMINISTERED 2013	CANDIDATES PASSED		CANDIDATES FAILED	
	Total	Percent	Total	Percent
847	598	71%	249	29%

EXAMINATIONS ADMINISTERED 2014	CANDIDATES PASSED		CANDIDATES FAILED	
	Total	Percent	Total	Percent
700	321	46%	379	54%

EXAMINATIONS ADMINISTERED 2015	CANDIDATES PASSED		CANDIDATES FAILED	
	Total	Percent	Total	Percent
894	586	66%	308	34%

EXAMINATIONS ADMINISTERED 2016	CANDIDATES PASSED		CANDIDATES FAILED	
	Total	Percent	Total	Percent
1,036	708	68%	328	32%

EXAMINATIONS ADMINISTERED 2017	CANDIDATES PASSED		CANDIDATES FAILED	
	Total	Percent	Total	Percent
992	536	54%	456	46%

ADJOURNMENT

TIME: _____