



Frequently Asked Questions on Zero Net Carbon Design Continuing Education Requirements

December 2022

Governor Newsom signed Assembly Bill 1010 into law on September 16, 2021. It requires California architects to complete five (5) hours of continuing education (CE) coursework regarding Zero Net Carbon Design (ZNCD) for license renewals on or after January 1, 2023.

When do the ZNCD coursework requirements begin?

Architects that have a license due for renewal after January 1, 2023, are required to self-certify completion of five (5) hours of CE on ZNCD in addition to another five (5) hours of CE on disability access requirements for a total of 10 CE hours.

Is CE on disability access requirements still mandatory?

Yes. Architects renewing their license for the 2023 – 2025 licensure period, are required to complete five (5) hours of CE on ZNCD in addition to five (5) hours of CE on disability access requirements for a total of 10 CE hours.

If I renew early before my renewal due date, do I still have to complete this new 5 hours of CE on ZNCD requirements?

Yes. This requirement applies to all architects who have a license due for renewal after January 1, 2023, regardless of when they renew their license.

When do I have to complete the CE coursework requirement?

Coursework must be completed prior to the license expiration date when renewing a license in a timely manner. Architects who renew a delinquent license must have completed the CE requirement within the previous two years (24 months) prior to the date they submit the renewal application.

I recently became licensed, and my license is due for renewal in less than a year. Do I still have to complete all 10 hours of the CE requirements?

Yes. CE requirements are a condition of renewal and apply to all architects who have a license due for renewal after January 1, 2023, regardless of their length of licensure.

How do I certify completion of ZNCD coursework?

Architects will continue to certify on their renewal applications that they have completed the required CE coursework.

What documentation should I maintain in case of an audit by the Board?

Architects must maintain records that document completion of the required coursework, such as a certificate of course completion or course transcripts, for at least two years after the renewal date. Records must include the following:

- Course title
- Subjects covered
- Name of provider
- Name of educator/trainer
- Date of completion
- Number of hours completed
- Statement about the trainer/educator's knowledge and experience

How will I know if I am selected for an audit?

Architects selected for continuing education coursework audits, will receive an email from the Board with a request for copies of coursework completion documentation. The Board recommends architects keep their email address current and set a rule that allows @dca.ca.gov email addresses to ensure you receive our emails.

How long do I have to respond in case of an audit?

Architects selected for continuing education coursework audits, have fifteen (15) calendar days to respond to the Board with documentation. Failure to respond may result in a citation, which may have a monetary penalty, or disciplinary action.

How do licensees submit evidence of coursework completion to the Board?

Architects, or CE providers on their behalf, may submit evidence of coursework completion directly to the board through our [online submission tool](#).

Will I be notified of the audit results? If so, how?

Yes, architects will be notified of their audit results by email.

Can the new required coursework for license renewal consist of reading articles or books on the subject?

No, self-directed study is not acceptable for completion of the requirement. The related law (Business and Professions Code section [5600.05](#)) requires that coursework must be presented by trainers or educators with knowledge and expertise in these design requirements.

Are any courses or providers approved by the Board?

The Board does not provide, endorse, or pre-approve any CE courses or providers. Architects must determine if the completed course meets the requirements of Business and Professions Code section [5600.05](#).

When will clarifying regulations be established?

The Board is working to develop regulations that will establish qualifications for courses and course providers by July 1, 2024.