



Application for Registration as an Architect

APPLICANT TYPE:
[check one]

First-time Canadian
Applicant (IAP)

Canadian Architect
via reciprocity (ROAC)

Broadly Experienced
Foreign Architect
(BEFA)

1. PERSONAL INFORMATION

SALUTATION [optional]: Ms. Mr. Mx. Other: _____

Last Name Given Name(s)

Preferred Name(s) Post-nominals & Designations

Home Address

City Province/Territory Postal Code

Home Phone Mobile Phone

Personal Email

Date of Birth Country of Birth

LANGUAGE(S): English French Other: _____

2. EMPLOYMENT INFORMATION

Firm/Business Name

Address Line 1

Address Line 2

City Province/Territory Postal Code

Business Phone Extension

Business Email

PRACTICE STATUS [select one]

- Sole Practitioner Employee
 Partner Director (Corporation)

3. ACADEMIC QUALIFICATIONS & CACB CERTIFICATION [NOT REQUIRED FOR ROAC APPLICANTS]

DEGREE (OR EQUIVALENT)	SCHOOL	COUNTRY	GRADUATION DATE
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Have your academic qualifications been reviewed by the Canadian Architectural Certification Board? YES NO

CACB NUMBER: _____ CERTIFICATION DATE: _____

4. BEFA CERTIFICATION & EXPERIENCE [FOR BEFA APPLICANTS ONLY]

- SELECT ONE:**
- I am a Canadian citizen.
 - I am a permanent resident of Canada.
 - I currently hold a valid Canadian work visa.

BEFA CERTIFICATION NUMBER: _____ YEAR GRANTED: _____

Have you completed the BEFA program through the Canadian Architectural Certification Board, including 940 hours of Canadian experience under the personal supervision and direction of an Architect licensed to engage in the practice of architecture in the Northwest Territories?

YES NO

NAME OF SUPERVISING ARCHITECT: _____

Was this experience completed within three years prior to the date of your assessment interview?

YES NO

DATE OF ASSESSMENT INTERVIEW: _____

Did you write the Examination for Architects in Canada (ExAC) as part of the BEFA program?

YES NO

SECTIONS COMPLETED: Section One Section Two Section Three Section Four

Did you complete additional requirements in the BEFA program?

YES NO

IF YES, PLEASE LIST: _____

5. LICENSING HISTORY [NOT REQUIRED FOR FIRST-TIME APPLICANTS]

PRIMARY JURISDICTION _____ LICENCE NUMBER _____ DATE OF ISSUE _____

ALL JURISDICTIONS IN WHICH YOU CURRENTLY HOLD A LICENCE:

JURISDICTION	LICENCE NUMBER	DATE LICENCE ISSUED
_____	_____	_____
_____	_____	_____
_____	_____	_____

ALL JURISDICTIONS IN WHICH YOU PREVIOUSLY HELD A LICENCE AND REASON YOU NO LONGER HOLD A LICENCE:

JURISDICTION	LICENCE NUMBER	DATE LICENCE ISSUED	DATE	REASON
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____

Have you ever been denied a licence?

YES NO

Has your Licence ever been suspended or revoked?

YES NO

Has your licence ever been cancelled?

YES NO

Have you resigned your membership in any organization of architects that licenses or authorizes the practise of architecture in a jurisdiction other than Ontario, or allowed your licence to lapse for any reason?

YES NO

Have you ever been convicted of an offence which may be relevant to your suitability to practise architecture?

YES NO

Have you ever been found guilty of professional misconduct or incompetence?

YES NO

Is your conduct or competence presently the subject of proceedings?

YES NO

Was your conduct or competence under review at the time of your resignation or cancellation?

YES NO

IF YOU HAVE ANSWERED "YES" TO ANY OF THE QUESTIONS ABOVE, USE A SUPPLEMENTARY SHEET TO PROVIDE DATES AND DETAILS.

6. EXAMINATION HISTORY [REQUIRED BY FIRST-TIME APPLICANTS ONLY]

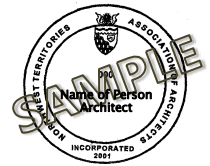
Enter the completion dates for all applicable examinations:

	Date Completed	
ExAC - Examination for Architects in Canada		Other Professional Registration Examinations
Section One	_____	_____
<ul style="list-style-type: none"> • Programming • Site and Environmental Analysis • Coordinating Engineering Systems • Cost Management • Schematic Design • Design Development 		_____
Section Two	_____	
<ul style="list-style-type: none"> • National Building Code (2015 Edition) 		
Section Three	_____	
<ul style="list-style-type: none"> • Final Project • Sustainable Design Literacy 		
Section Four	_____	
<ul style="list-style-type: none"> • Bidding and Contract Negotiations • Construction Phase – Office Functions • Construction Phase – Field Functions • Project & Business/Practice Management 		
Provincial Professional Practice Examination	_____	
Quebec Four-Part Written Examination	_____	
Oral Examination	_____	

7. CONFIRMATION OF STAMP NAME PLATE

Confirm your full name as it should appear on your NWTAA-issued Architect Stamp:

Full Name (ie, John Smith or John P. Smith or J. Person Smith) _____



8. MANDATORY CONTINUING EDUCATION

All registered architects of the Northwest Territories Association of Architects must comply with the Mandatory Continuing Education requirement of 70 hours per two-year reporting period, starting July 1st of every even-numbered year.

For more information, please refer to NWTAA’s Practice Bulletin # 3.

9. REQUIRED DOCUMENTATION

I have enclosed the following with this application:
 (Payment of the annual and registration fees are due upon approval of the application.)

- | IAP | ROAC | BEFA | |
|--------------------------|--------------------------|--------------------------|---|
| | <input type="checkbox"/> | | A completed <i>Complaint Declaration</i> form |
| <input type="checkbox"/> | | <input type="checkbox"/> | Copy of CACB Certificate / BEFA certification |
| <input type="checkbox"/> | | <input type="checkbox"/> | Copies of all degrees & equivalent certificates noted in Part 3 |
| <input type="checkbox"/> | | <input type="checkbox"/> | Copy of current resume/curriculum vitae |
| | | <input type="checkbox"/> | Proof of Canadian citizenship, certificate of permanent residency, OR copy of valid work visa |
| | | | AND |
| | <input type="checkbox"/> | | I have requested a Certificate of Licence/Registration from my home jurisdiction |

10. DECLARATION

I do solemnly declare that

- I am applying for a licence under the *Architects Act* of the Northwest Territories,
- I agree to comply with the *Architects Act*, regulations and bylaws, all as amended,
- I understand that only a holder of a Certificate of Practice is permitted to offer and/or provide to a member of the public a service that is part of the practice of architecture, and
- The facts set out in this application for licence are true and correct in every particular.

I make this solemn declaration conscientiously believing it to be true and knowing that it is of the same force and effect as if made under oath.

In addition, I hereby consent and authorize _____ [NAME OF REGULATOR OF HOME JURISDICTION] to release and disclose, to the jurisdiction to which I am making this application for licence, all information and documents that in any way relate to any past, current or pending investigations or proceedings involving my conduct or competence.

I WILL NOTIFY THE NWTAA IMMEDIATELY, in writing, of any changes that occur to the information I have supplied on this application.

IF SIGNED WITHIN CANADA

Dated at _____ on the _____ day of _____, 20_____.

SIGNATURE