



North Carolina Board of Landscape Architects

P. O. Box 41225 • Raleigh, North Carolina 27629-1225 • Phone: (919) 850-9088 • Fax: (919) 872-1598

This application shall be completed in accordance with the requirements as established by GS. 89A.

This Application is submitted for (check one):

Application Fee \$100.00

- Reciprocity Examination (NOTE: Board meets quarterly. Please see website ncbla.org for application deadlines)
- Reinstatement

Preferred mailing address: Home Business

Full name of Applicant _____

Home Address _____

Home City/State/Zip _____

Home Phone _____

Employer _____

Business Address _____

Business City/State/Zip _____

Business Phone _____ Business Fax _____

Email Address _____ Web Site _____

Birthdate _____ Social Security Number _____

Place of Birth _____
(City) (State) (County)

If you have a CLARB Council Record, please check here: _____ You must contact CLARB directly and request that the CCR be transmitted to the NC Board. You must complete the entire application even if you have a CCR.

You are required to list three character references one of whom must be a Landscape Architect. Please list below. If you have a CLARB Council Record, these references must match the CCR. If not, you will be required to obtain reference forms.

Name	Address

If you hold license(s) in other states, please list them below.

How was license granted:

State	License Number	Exam, Grandfather, or Reciprocity

I hereby attest that all of the information contained in this application is true and accurate.

Signature _____ Date _____

Notary Public _____

My Commission Expires _____

Seal

(DO NOT WRITE IN THIS SPACE)
Date Received:
Fee Received:

Education (a degree from an accredited curriculum approved by the Landscape Architectural Accreditation Board (LAAB) shall be deemed to have met the educational requirement)

Transcripts must be forwarded to the Board under separate cover from the institutions listed.

Institution	Degree	Dates Attended	Date of Degree	Total yrs/months

Professional Experience (*MINIMUM FOUR YEARS REQUIRED*)

Employment verification forms must be forwarded to the Board from the companies or institutions listed. You may not overlap credits for the same time periods for education or experience. Round off percentages to the nearest month.

Company (Name & Location)	Duties Performed	Dates	Total Yrs & Months

IMPORTANT NOTE

It is the responsibility of each applicant to ensure that the Board receives documentation supporting this application no less than five business days prior to the next regularly scheduled Board meeting. Applicants will not be contacted regarding their application. Applications for reinstatement must be accompanied by a letter explaining the reason that the license was allowed to expire. Page two of this application is not required for reinstatement applications.

The following rules are applicable to applications for licensure by reciprocity and by exam:

21 NCAC 26 .0303 CERTIFICATE OF RECIPROCITY

- (a) To assure that the requirements of the other state are at least equivalent to those of this state, an applicant for a certificate of registration by reciprocity shall show education and experience equal to those required of applicants residing in this state who seek registration by examination.
- (b) An application for a certificate of registration by reciprocity must be made on the form provided by the board and must be accompanied by the fee.
- (c) To be approved for a certificate of registration by reciprocity, the applicant must meet the following requirements:
 - (1) Provide evidence of having successfully completed the examination published by the Council of Landscape Architectural Registration Boards or hold a certificate issued by the Council of Landscape Architectural Registration Boards; and
 - (2) Provide certification from the proper official of any state having a landscape architectural registration act that the individual is currently registered and in good standing in that state.
 - (3) In lieu of the requirements of Subparagraph (1) of this Paragraph an applicant for reciprocity who was licensed prior to the adoption of a national examination shall show proof of having met their requirements of their licensing state at the time of their licensure.
 - (4) Submit such additional information concerning the applicant's qualifications as may be requested by the board.
 - (5) Submit examples of work upon request.

21 NCAC 26 .0301 EXAMINATION

- (a) Notice. The Board shall hold at least one examination during each year and may hold such additional examinations as may appear necessary. The secretary shall give public notice of the time and place for each examination at least 60 days in advance of the date set for the examination.
- (b) Examination. The Landscape Architect Registration Examination published by the Council of Landscape Architectural Registration Boards shall be the examination given by the Board, so long as the Board shall remain a member of the Council of Landscape Architectural Registration Boards. The Board may administer a state supplement to the Landscape Architecture Registration Exam (LARE) as allowed by the Council.
- (c) "Qualified Applicant" - An applicant is deemed qualified to take the Landscape Architects Registration Examination (LARE) upon graduation from a Landscape Architect's Accreditation Board (LAAB) accredited collegiate curriculum in landscape architecture and has completed the experience requirements, both as set forth in Paragraphs (d) and (e) of this Rule.
- (d) Educational Requirements. In allowing credit for education in fulfilling the minimum qualification requirements established by statute, the Board will allow credit for educational experience as follows: An undergraduate, a masters, or a doctorate degree from an accredited curriculum approved by the Landscape Architectural Accreditation Board (LAAB) shall be deemed to have met the educational requirement.
- (e) Experience Requirements.
 - (1) An applicant shall have a minimum of 8,000 hours of professional experience in landscape architecture working under the direct supervision of a registered landscape architect. In submitting an application to the Board for registration, a licensed landscape architect shall certify that the applicant has completed the number of hours indicated on the form; or
 - (2) An applicant may petition the Board for up to 8,000 hours of experience credit by providing proof of work experience that is directly related to the practice of landscape architecture as defined by G.S. 89A-1(3).
 - (3) Experience credits shall be based on a full-time work week of 40 hours and a work year of at least 2,000 hours. Part-time work must be fully described and can be given proportional credit.
 - (4) One cannot receive experience credit if the work is fulfilling an educational requirement.