

## **For Foreign Applicants Outside Canada and USA Obtaining An Architectural Licence in Canada**

The architectural profession in Canada is both self-governing and self-regulating.

Provincial legislation or "Architects Acts" have created eleven independent provincial/territorial architectural licensing authorities whose primary purpose is the licensing or registration of architects to ensure their competency and ability to provide proper professional services to the public.

Most architects in Canada are self-employed; however, many architectural firms, private corporations and governments employ architects. In order to become an architect in Canada, you must obtain a licence or registration from the Provincial Architectural Association in the province where you intend to work.

In Canada, there are three major requirements for an architectural licence or registration:

### **1. Educational Requirements**

A professional degree or diploma in architecture is required. This degree or diploma must be certified by the Canadian Architectural Certification Board (CACB) as meeting the Canadian Education Standard. A certificate from the CACB is not an architectural licence or registration nor a permit for immigration to Canada - it is only one part of a three-step process.

The CACB is the only body recognized by the architectural profession in Canada for the assessment of education qualifications or academic credentials.

### **2. Experience Requirements**

All candidates must complete a period of internship to satisfy the Canadian Experience Standard. A minimum of 5,600 hours of experience under the Internship in Architecture Program (which includes a minimum of 3,720 hours in various mandatory professional activities) must be recorded in the Canadian Experience Record Book and accepted by the provincial architectural association. There may be a minimum amount of experience to be gained in the province prior to licensure or registration. Experience gained outside Canada may be submitted for consideration.

### **3. Examination Requirements**

All candidates must successfully complete one of the two registration examination systems in order to satisfy the examination requirement; either the Architect Registration Examination (ARE), which currently consists of seven parts or divisions OR the Examination for Architects in Canada (ExAC) which is comprised of four components.

## **Steps to Obtain an Architectural Licence in Canada**

The following steps must be undertaken to obtain an architectural licence in Canada:

### **STEP ONE- Process for Assessment of Academic Qualifications**

Applicants must apply for certification of their academic qualifications through the Canadian Architectural Certification Board (CACB). The following information must be submitted directly to the CACB:

- a completed application (see address below to obtain an application form);
- an official Transcript of Record, or notarized copy thereof, of all studies relevant to the architecture degree (and certified copies of translated transcripts, if the original is not in French or English);

- notarized copies of degrees or diplomas in the original language (and a notarized
- copy of translation of the degree or diploma, if the original is not in French or
- English);
- course descriptions of the program in architecture (or a translation of course descriptions, if the original is not in French or English);
- an academic portfolio of studio work; and
- an application fee of C\$1,300 plus value added taxes, payable in Canadian or American currency only. Credit cards are not accepted.

An applicant may be required to attend an interview in English or French before a regional Committee of Examiners, for a detailed evaluation, as part of the assessment process by the CACB. If such an interview is required, the decision to grant a visa to the applicant is at the discretion of the Canadian immigration authorities.

**The assessment process has the possible outcomes:**

- a CACB certificate may be issued if the academic qualifications meet the Canadian Education Standard;
- further clarification is required;
- the Assessment Committee is unable to complete the assessment based on the documentation submitted and an interview is required;
- the applicant may be required to eliminate deficiencies in particular subject areas by successfully completing courses recommended by the CACB; or
- the academic qualifications may be rejected.

**STEP TWO – Internship**

After an applicant has obtained CACB certification, he or she must find a Mentor and apply to enroll in the Internship in Architecture Program with one of the ten provincial architectural associations. Membership as an Intern costs between C\$75 and C\$150 annually depending on the province.

The Intern Program manual, which contains the Canadian Experience Record Book, must be obtained by each applicant. Each applicant must record work experience and satisfy the requirements of the Canadian Experience Record Book. The experience must be reviewed and accepted by the provincial architectural association. The applicant may submit experience gained outside Canada for consideration.

**STEP THREE – Examination**

Applicants must also successfully complete one of the two examination systems that are now available in most jurisdictions in Canada:

a) The Architect Registration Examination (ARE)

Examinations are administered exclusively on computers at a network of testing centres across Canada and the USA. The cost to take all seven divisions of the ARE is USD\$1,190 plus value added taxes. Applicants may begin taking the examinations after obtaining CACB certification and enrolling as an Intern with one of the provincial/territorial architectural associations in Canada.

b) The Examination for Architects in Canada (ExAC)

Examinations are administered by ten of the eleven provincial/territorial associations in Canada. The cost to take all four components of the ExAC is C\$700 plus value added taxes. Applicants must have a minimum of 2,800 hours logged and approved by a provincial/territorial associations in Canada, to be eligible to sit for the ExAC.

## **Provincial Associations Requirements**

Applicants may also be required to comply with certain other requirements (such as ongoing continuing education requirements, an oral examination, an admission course, etc.) in order to maintain Intern membership or to become licensed or registered in certain provincial/territorial architectural associations. In order to practice architecture in a province, it may be necessary to obtain a Certificate of Practice or its equivalent. Specific requirements may be obtained from the provincial architectural association.

Once the requirements for education, experience and examination have been satisfied (together with any additional requirements that might apply within a specific province), an individual will be eligible to apply for licence or registration with the provincial/territorial architectural association. Membership costs between CAN \$625 and CAN \$900 annually depending on the province/territory.

The fees, documentation and assessment process outlined above are subject to change without notice.

More detailed information may be obtained from the provincial architectural association.

Applications for certification of academic qualifications may be obtained from:

The Canadian Architectural Certification Board

1 Nicholas Street, Suite 710

Ottawa, Ontario K1N 7B7

Canada

E-mail: [info@cacb.ca](mailto:info@cacb.ca)

Website: [www.cacb-ccca.ca](http://www.cacb-ccca.ca)

## **Addition Information**

Amendments to the Canadian Education Standard are currently under review and, if approved, will impact on the review process administered by the CACB.

In addition, the provincial/territorial associations in Canada are hoping to introduce a streamlined assessment process for architects who have a minimum of seven (7) years experience as licenced professionals, including a minimum of six months local experience. Further information concerning the alternate registration process that is being developed for Foreign Trained Professionals is available on the following website: <http://www.architectstocanada.raic.org/>