



ARCHITECTURAL INSTITUTE OF BRITISH COLUMBIA

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APPLICATION FOR
REGISTRATION
for
Architects Licensed in Canada

A. IDENTIFICATION

1. Name in Full: Surname First Name Middle Name(s) Suffix

Please check one Miss Mrs. Ms. Mr.

Name as it should appear on Certificate of Registration:

2. Residence Address: Street Suite No.

City Province/Territory Country Postal Code

3. Business Address: Firm Name

Street Suite No.

City Province/Territory Country Postal Code

Preferred Address for Correspondence: Residence Business

4. Date of Birth (DD/MM/YYYY): 5. Country of Birth:

6. Residence Tel: ( ) 7. Business Tel: ( )

7. Fax: ( ) 8. Website:

9. E-mail: 10. Languages: English French Other:

11 Post Secondary Education (Use supplementary sheets if necessary.):

Table with 3 columns: School, Degree (Or Equivalent), Graduation Date

CACB # (If Applicable): NCARB # (If Applicable):

B. LICENCE HISTORY

1. Jurisdiction in which first licence issued (Use supplementary sheets if necessary.):

Table with 3 columns: Jurisdiction, Licence Number, Date Licence Issued

2. List all jurisdictions in which you currently hold a licence (Use supplementary sheets if necessary.):

Table with 3 columns: Jurisdiction, Licence Number, Date Licence Issued

3. List all jurisdictions in which you previously held a licence and provide the reason you no longer hold a Licence in those jurisdictions (Use supplementary sheets if necessary.):

Table with 5 columns: Jurisdiction, Licence Number, Date Licence Issued, Date Resigned/Cancelled, Reason Resigned/Cancelled

- 4. Have you ever been denied a licence? Yes No
5. (a) Has your licence ever been suspended or revoked? Yes No
(b) Has your licence ever been cancelled? Yes No
6. Have you resigned your membership/licence in any organization of architects or allowed your licence to lapse for any reason? Yes No

**B. LICENCE HISTORY CONTINUED**

- 7. Have you ever been convicted of a criminal or such other offence that may be relevant to your suitability to practise architecture? Yes  No
- 8. (a) Have you ever been found guilty of professional misconduct or incompetence? Yes  No   
**and/or**  
 (b) Is your conduct or competence presently the subject of proceedings? Yes  No
- 9. Was your conduct or competence under review in any of your former jurisdictions of registration/licensing at the time of your resignation or cancellation? Yes  No
- 10. Have you been issued a licence in any jurisdiction which is subject to any terms, conditions or limitations Yes  No

If you have answered "yes" to questions 4 to 10, use a supplementary sheet to provide dates and details.

**C. OATH (Bylaw 9)**

If my application is accepted, I will subscribe to the following declaration:

"Solemnly do I declare that having read and understood the Act of the Architectural Institute of British Columbia, its bylaws and regulations, I am eligible for membership. Further do I announce that I will uphold professional aims, and the art, and the science, of architecture and thereby improve the environment. I also accept with obligation the need to further my education as an architect. I promise now that my professional conduct as it concerns the community, my work, and my fellow architects will be governed by the ethics and the tradition of this honourable and learned profession."

**D. DECLARATION**

I, \_\_\_\_\_, do solemnly declare:

I am applying for a registration under the *Architects Act* of British Columbia;

I agree to comply with the *Architects Act*, the AIBC Bylaws and AIBC council policy;

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 should I wish to offer such services, I will either apply for a Certificate of Practice or work in/with a firm holding a current Certificate of Practice.

The facts set out in this Application for Registration are true and correct in every particular. I swear that all statements contained in the application are true.

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 the \_\_\_\_\_ (insert name of regulator from which you are applying and any other relevant jurisdiction) to release and disclose to the jurisdiction to which I am making this Application for Registration, all information and documents that in any way relate to any past, current or pending investigations or proceedings involving my conduct or competence.

\_\_\_\_\_  
Signature of Applicant

\_\_\_\_\_  
Date

**[Affix Seal Here]**

Declared before me at the City of \_\_\_\_\_ in the Province of \_\_\_\_\_

This \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

\_\_\_\_\_  
(Signature of MAIBC, Lawyer or Notary Public)

**To be signed by a registered member of the Architectural Institute of British Columbia (MAIBC) or signed and sealed by a notary or lawyer.**

**E. PAYMENT INFORMATION**

- Cheque
- Visa
- Mastercard
- Debit

Name of Cardholder: \_\_\_\_\_

Account #: \_\_\_\_\_

Expiry Date: \_\_\_\_\_ Signature of Cardholder: \_\_\_\_\_

Application Fee: \$300 plus HST

Annual Fee: Refer to [pro-rated annual fee schedule](#)

# Notice to Applicants for Registration - Architects Licensed in Canada

## General Information/Completion of Application

1. The application will be processed upon the receipt of the completed application and all required additional documentation. Please note that incomplete applications will be returned to applicant after three months of inactivity.
2. All sections of the application must be completed and should be typed or clearly printed in ink. The terms “Not Applicable” or “N/A” can be used where sections do not apply to applicant.
3. The original application form and all additional documentation must be submitted. Allow up to 6 weeks for processing time from the date of receipt of the completed application and required documentation.
4. **Fees** – Refer to Bulletin 01: Fees, Fines and Charges for detailed information about fees, available on the AIBC website ([www.aibc.ca](http://www.aibc.ca)). Payment must be remitted in Canadian funds and can be made by cheque (drawn on a Canadian bank), Visa, MasterCard or debit card.
5. **Confirmation of Registration** – Applicants must have their home jurisdiction (from which they are applying) complete and forward a [Confirmation of Registration](#) to the AIBC.
6. **Photo Identification Form** – All applicants are required to fill out and submit a completed [Photo Identification](#) Form.

## Continuing Education

1. The AIBC has a **mandatory** Continuing Education program. Detailed information, including *Bulletin 80: Mandatory Continuing Education System Rules and Guidelines*, is available on the AIBC website ([www.aibc.ca](http://www.aibc.ca)).

## Appendix “A”: List of Documents

According to the requirements as set out in the **Reciprocity Agreement** signed by the Canadian Architectural Licensing Authorities that took effect in January 1, 2010, applicants must have sufficient knowledge of laws and regulations in the province or territory to which they are applying to be eligible for registration in another jurisdiction. Applicants must thoroughly read all documents listed in Appendix “A”:

- *Architects Act*, R.S. 1979, c.19 (*AIBC web site* [www.aibc.ca](http://www.aibc.ca))
- AIBC Bylaws (Feb. 2001) (*AIBC web site* [www.aibc.ca](http://www.aibc.ca))
- AIBC Bulletins (*AIBC web site* [www.aibc.ca](http://www.aibc.ca))
- AIBC Practice Notes (*AIBC web site* [www.aibc.ca](http://www.aibc.ca))
- AIBC Code of Ethics and Professional Conduct (*AIBC web site* [www.aibc.ca](http://www.aibc.ca))
- *Tariff of Fees for an Architect’s Services, 2000* (*AIBC web site* [www.aibc.ca](http://www.aibc.ca))
- *Builders Lien Act, 1979 (1998)* (*British Columbia Provincial Government web site* [www.gov.bc.ca](http://www.gov.bc.ca))
- *2006 Province of British Columbia Building Code and Regulations* (*British Columbia Provincial Government web site or may be purchased at Crown Publications 250-386-4636*)