



ARCHITECTURAL INSTITUTE OF BRITISH COLUMBIA

Supervising Architect Undertaking

AIBC Internship in Architecture Program (IAP)

This Supervising Architect Undertaking was approved by motion of AIBC Council on April 13, 2021.

WHEREAS:

- A. The AIBC has established an Internship in Architecture Program (“IAP”) as a pathway for intern architects to become registered as Architects AIBC;
- B. The guidance and support of a supervising Architect AIBC are vital aspects of a successful internship; and
- C. An Architect supervising an Intern Architect must sign and comply with the supervision undertaking established by Council as per [Schedule A: Code of Ethics and Professional Conduct](#), found in the [AIBC Bylaws](#).

NOW THEREFORE:

I, _____, undertake to assume the role of supervising architect under the IAP for _____ and specifically undertake that:

- 1. I am familiar with the requirements and objectives of the IAP;
- 2. I have the time and ability to assess the quality of work of the Intern;
- 3. I will meet as necessary with the Intern, and in any event no less than twice per year, to specifically review logbooks, assess and monitor work and plan future projects experience;
- 4. I will provide reasonable assistance to the Intern in preparation for written and oral examinations;
- 5. I will provide such professional supervision of and guidance to the Intern as appropriate, including, within my firm’s limitations, assisting the Intern to obtain the necessary range of practical architectural experience for registration. In the event my firm cannot provide the necessary range of experience, I will contact the AIBC for assistance and direction; and
- 6. I will support the Intern’s efforts in relation to continuing education and Intern courses to the extent reasonably possible within my firm’s capacity.

Dated at [city], [province], this day of , 20

Name of Architect AIBC

Signature of Architect AIBC

Name of Witness

Signature of Witness

Address of Witness

*** By typing my name into the signature field, I agree that my electronic signature is the legally binding equivalent, and has the same meaning, as my handwritten signature. I will not, at any time in the future, repudiate the meaning of my electronic signature or claim that my electronic signature is not legally binding. Alternatively, I will submit an original signed undertaking by mail sent to the AIBC office.**

COLLECTION NOTICE

The information on this form is collected under the authority of AIBC Bylaws under the Professional Governance Act, S.B.C. 2018, c. 47. The information will be used to process your application and update the AIBC's records on the status of its applicants and Registrants. If you have questions about the collection and use of this information, please contact the AIBC's Registration & Licensing department by phone at 604.683.8588 or by email at registration@aibc.ca. As a public body under the provisions of the Freedom of Information and Protection of Privacy Act, the AIBC provides security and confidentiality of your personal information.