



IDFPR
Illinois Department of
Financial and Professional Regulation
Division of Professional Regulation

Registration Qualifications For: Landscape Architecture (157)

Effective: 6/2018

Revised: 12/2024

READ ME FIRST

The Division of Professional Regulation hopes that you will find the below useful in successfully applying for registration in the State of Illinois. Carefully review this information as it will assist you in applying for your registration and eliminate any processing delays.

Important:

- An application is active for three years from the date of receipt by the Department.
- **CLARB RECORD HOLDERS:** Request your Record be sent to the Illinois Board PRIOR to applying for your registration as it may take up to four weeks to transmit your Record.
- Before contacting the Department, please review our FAQs for answers to most questions. <http://www.idfpr.illinois.gov/About/FAQ.html>)
- If your question is not addressed in our FAQ's, please contact the department at 1-800-560-6420 or email us at FPR.DesignUnit@Illinois.gov

REGISTRATION QUALIFICATIONS

Education:

- Initial Registration: A baccalaureate degree (or MLA Degree) in Landscape Architecture accredited by LAAB or from a program meeting the requirements of Section 1275.20 of the Administrative Rules.
- Endorsement of Registration: A LAAB accredited degree or what was equivalent to the educational requirement in effect at the time of original registration.
- Foreign Educated applicants:
 - All documents submitted in a foreign language must be accompanied by an original official, notarized translation that has been performed by a person, other than the applicant, who is fluent in both English and the language of the document(s).
 - The translator shall certify to the above requirements as well as to the accuracy of the translation.

Examination:

- Illinois utilizes the LARE exam for registration as a Landscape Architect.
- Proof of passage of all portions of the LARE are required for registration in Illinois.
- All examinations must be taken through CLARB.

Experience:

- Experience must comply with the requirements of Section 1275.30 of the Administrative Rules, gained under the direct supervision of a landscape architect, architect or professional engineer, and submitted on the VE-LA form or as part of a CLARB Record.

- Applicants with an approved program must submit a total of two years of verified landscape architect experience.
- Applicants with a non-approved program must submit a total of eight years.

REQUIRED SUPPORTING DOCUMENTS

You must submit one of the below options.

A. CLARB RECORD.

A CLARB record shall contain your LARE examination scores, transcripts of your applicable landscape architecture degree(s) and your experience documentation.

OR

B. 1. Official Certification — for your LARE examination scores.

2. Official Transcripts — for your applicable landscape architecture degree.

Each transcript must be uploaded during the application. If you are unable to upload, the transcripts must be sent directly from the University to the department at

FPR.DesignUnit@Illinois.gov

3. VE-LA Form— for your verified experience.

Each VE-LA form must be sent directly from the supervisor to the department at

FPR.DesignUnit@Illinois.gov

4. Official Certification — for your current registration/license in another U.S. state/territory (for endorsement applicants only.) Certification must be sent directly from the state/territory to the department at FPR.DesignUnit@Illinois.gov

IMPORTANT INFORMATION ONCE REGISTERED

- All Landscape Architecture registrations expire on August 31st of each odd-numbered year, regardless of issuance date.
- It is your responsibility to update your contact information including email address with the Department to ensure that you receive all courtesy renewal email reminders and other notifications.
- A sample of the seal and requirements are available here:
<https://idfpr.illinois.gov/content/dam/soi/en/web/idfpr/dpr/design-code-manual.pdf>