



This document was designed to assist potential candidates for licensure as an Architect in the State of Illinois by addressing the most common questions the Department receives. If your question is not listed here, please contact the Department's Technical Assistance line at 1.800.560.6420. **The Illinois Architecture Practice Act and Administrative Rules and application forms are available here:** <http://www.idfpr.illinois.gov/profs/Architect.html>

## ARCHITECT REGISTRATION EXAMINATION

**Question: Am I eligible to take the Architect Registration Examination (ARE) in Illinois?**

**Answer:** If you are enrolled in an NCARB IPAL Program, or have an NAAB degree, CACB degree, NCARB Foreign Architect Program, or EESA equivalent, you may register with NCARB under the Illinois Direct Registration Program to take the ARE.

**Question: I have a pre-professional degree. Am I eligible to take the ARE and/or be licensed in Illinois?**

**Answer:** If you have a Pre-Professional Degree, you have the following two options to become licensed in Illinois:

1. Return to school and acquire a NAAB accredited degree in Architecture. If you are licensed prior to the accredited degree, you would submit the application to the Department with the additional transcripts from the NAAB accredited program as your record from NCARB would still be a "Buff cover".
2. Become licensed in another jurisdiction and then acquire certification through the NCARB Education Alternative program which would change your NCARB record to a "Blue" or certificate record). Illinois will accept the certification from NCARB as you will have been determined to have met NCARB specific requirements.

**Question: I failed a portion of the ARE and want to have the Board review the exam portion.**

**Answer:** The Illinois Architecture Licensing Board does not allow for review of ARE examinations. Illinois abides by the ruling and outcomes provided by the test administrator/proctor and approved by NCARB.

## INITIAL (FIRST) LICENSE

**Question: I have recently passed all portions of the ARE and have completed my AXP. Now what?**

**Answer:** To be licensed, you may apply for the 001 – Architect license online here:

[Architect License - Requirements for License](#)

[Architect License - Online License Application](#)

Once your application and NCARB Record are both received and reviewed, your license will be issued unless an issue arises during the application review, in such case you should receive an email notice to correct the outstanding issue.

## ENDORSEMENT OF LICENSE

**Question: I am currently licensed as an Architect in another U.S. jurisdiction and want to be licensed in Illinois. Now What?**

**Answer:** You must meet the requirements for Illinois licensure at the time you were originally licensed, pursuant to Section 1150.60 of the Administrative Rules.

To be licensed, you may apply for the 001 – Architect license online here:

- [Architect License - Requirements for License](#)
- [Architect License - Online License Application](#)

**Question: Does the Illinois jurisdiction accept applications through an NCARB Mutual Recognition Agreement (MRA)?**

**Answer:** Yes. The Illinois jurisdiction will accept an NCARB MRA from Canada, Mexico, New Zealand, Australia and the United Kingdom.

## RESTORE AN INACTIVE OR EXPIRED LICENSE

**Question: My Illinois Architect license is expired/not-renewed and I want to restore it to active status. Now what?**

**Answer:** Applicants for restoration of their Illinois Architect license must meet the requirements of Section 1150.70 of the Administrative Rules at the time of application.

- 1) If your license has been expired for less than five (5) years, contact our license maintenance unit for assistance with reinstating your license – [FPR.LMU@Illinois.gov](mailto:FPR.LMU@Illinois.gov)
- 2) If your license has been inactive or expired/not-renewed for over five (5) years, please review the requirements here: <https://idfpr.illinois.gov/dpr/license-renewal-info.html>

## PROFESSIONAL DESIGN FIRM REGISTRATION

**Question: My Professional Design Firm is planning to do business in Illinois. Now what?**

**Answer:** Offering or performing work in Illinois without proper license and authorization is a violation of each Design Profession Act. All firms offering professional services (Architecture, Professional Engineering, Structural Engineering and/or Land Surveying) in Illinois must be licensed by this Department as a Professional Design Firm and must also be authorized by the Illinois Secretary of State (IL SOS) to transact business in Illinois.

You must have an individual who is licensed in Illinois who will be dedicated as a managing agent-in-charge for each profession that you wish to offer (Professional Engineering and Structural Engineering are licensed separately in Illinois and neither can offer the other's services). If offering Land Surveying, each office in Illinois must have a resident Land Surveyor, licensed in Illinois. If offering Architecture, each office in Illinois must have a resident Architect, licensed in Illinois. For an Architect, that individual must be a Director/Member/Partner.

Please review the requirements and Professional Design Firm application forms here: [Design Firm Registration](#)

**Question: Our Professional Design Firm is authorized for multiple professions by the Department but a Managing Agent for one of the professions is no longer with the firm or failed to renew his/her license. Now what?**

**Answer:** The firm is required by law to notify the Department of any change in managing agent status within 10 business days and will need to appoint a new Managing Agent for the respective profession within 30 days after notifying the Department in order to continue offering services in Illinois.

Please review the requirements and change of managing agent form here: [Change of Managing Agent](#)

**Important Note:** If one profession of the firm's offering is not active, the entire firm license is automatically placed into INOPERABLE status. Offering or performing work in Illinois without an ACTIVE license is a violation of each Design Profession Act.

**Question: Our Professional Design Firm would like to add OR remove a profession from our current offering. Now what?**

**Answer:** Please use the instructions and form here: [Add/Remove a profession from your Design Firm](#)

**Question: Our Professional Design Firm is currently NOT-RENEWED.**

**Now what?**

**Answer:** Please use the instructions and form here: [Professional Design Firm Reinstatement Request](#)