

DEPARTMENT OF FINANCIAL AND PROFESSIONAL REGULATION

NOTICE OF ADOPTED AMENDMENTS

- 1) Heading of the Part: Illinois Architecture Practice Act of 1989
- 2) Code Citation: 68 Ill. Adm. Code 1150
- 3)

<u>Section Numbers</u> :	<u>Adopted Actions</u> :
1150.10	Amendment
1150.30	Amendment
1150.40	Amendment
1150.60	Amendment
1150.70	Amendment
1150.75	Amendment
1150.80	Amendment
1150.100	Amendment
1150.105	Amendment
1150.110	Amendment
1150.Appendix B	Amendment
1150.Illustration A	Amendment
- 4) Statutory Authority: Implementing the Illinois Architecture Practice Act of 1989 [225 ILCS 305] and authorized by Section 2105-15(7) of the Civil Administrative Code of Illinois [20 ILCS 2105/2105-15(7)].
- 5) Effective Date of Rules: November 23, 2022
- 6) Does this rulemaking contain an automatic repeal date? No
- 7) Does this rulemaking contain incorporations by reference? No
- 8) A copy of the Adopted Rules, including any material incorporated by reference, is on file in the agency's principal office and is available for public inspection.
- 9) Notice of Proposal published in *Illinois Register*: 46 Ill. Reg. 11026; July 1, 2022
- 10) Has JCAR issued a Statement of Objections to this rulemaking? No
- 11) Differences between proposal and final version: There were no substantive changes made to the proposed version. JCAR did however, make some technical/clarification changes.

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In Section 1150.10 a) 3), language was added to further clarify what constitutes an “NCARB record”.

The numbering and formatting of Section 1150.30 was rearranged by JCAR to adhere better to the formatting style manual for rules.

In Section 1150.40 d), “his or her” was changed to “the applicant”.

In Section 1150.70 c) 3) D), “he or she” was changed to “the licensee”.

The numbering and formatting of Section 1150.75 was rearranged by JCAR to adhere better to the formatting style manual for rules.

The proposed language in Section 1150.80 a) 3) f) noting that LLCs need to register with the Secretary of State was removed as it was deemed improper for one state agency to reference a requirement for another state agency in these rules. We agreed with JCAR that it would be better served by having a notice added to the application instructions to notify perspective applicants of the State’s SOS requirements.

In Section 1150.105 a) 1), language was added to better clarify “that completed a course on sexual harassment prevention developed or offered by the Illinois Department of Human Rights, the licensee’s employer, or an acceptable provider listed within this Section, may count that course toward the one-hour requirement”. There was also a typo in that same subsection: “on” should have read, “one”. Also, in that same Section in c), “his or her” was changed to “their” and in h) 3) A), “physician” was changed to “licensed healthcare provider”.

In Section 1150.110, “he/she” was changed to “the Director”.

- 12) Have all the changes agreed upon by the Agency and JCAR been made as indicated in the agreement letter issued by JCAR? Yes
- 13) Will this rulemaking replace an Emergency Rule currently in effect? No
- 14) Are there any rulemakings pending on this Part? No
- 15) Summary and purpose of rulemaking: Generally, the adopted amendments were needed to bring language in all Sections up to date for clarity and to comport with current

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profession standards and practices. These Adopted amendments were a result of ongoing collaborative efforts since 2017 between the Department and the Licensing Board.

The adopted amendments updated the Education Section to allow candidates to simultaneously complete the education requirement and required examinations through the national program known as the Integrated Path to Licensure (IPAL). This removed a fiscal and time burden to the candidates. The amendments also updated language to be consistent with current national practices by allowing Illinois to accept Education Alternative and Foreign Architect Programs approved by the National association. This removed a fiscal and time burden to candidates. The amendments also clarified in the Endorsement Section that submitting the national Record is not required. This also removed a fiscal burden and allowed candidates to apply without being a member of the national association or be required to have a national record for Endorsement of Licensure.

Additionally, the amendments also revised the Continuing Education Section to include the requirement of sexual harassment prevention training and that one hour of the Health, Safety and Welfare hours consist of improved understanding of high winds or natural disasters. Professional limited liability company language was also added to the Professional Design Firm Registration Section and the Historical Summary Section was revised by adding previously used/required exam and experience information.

16) Information and questions regarding this adopted rulemaking shall be directed to:

Department of Financial and Professional Regulation
Attention: Craig Cellini
320 West Washington, 2nd Floor
Springfield, Illinois 62786

(217) 785-0810
Fax: (217) 557-4451

The full text of the Adopted Amendments begins on the next page:

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TITLE 68: PROFESSIONS AND OCCUPATIONS

CHAPTER VII: DEPARTMENT OF FINANCIAL AND PROFESSIONAL REGULATION
SUBCHAPTER b: PROFESSIONS AND OCCUPATIONS

PART 1150

ILLINOIS ARCHITECTURE PRACTICE ACT OF 1989

Section

1150.10	Education Requirements and Diversified Professional Training Requirements
1150.20	Category II – Education Requirements and Diversified Professional Training Requirements for Individuals Whose Education Was Initiated Prior to January 1, 1990 (Repealed)
1150.30	Application for Licensure by Examination/Acceptance of Examination
1150.40	Examination
1150.50	Approved Architecture Programs
1150.60	Licensure by Endorsement
1150.65	Inactive Status
1150.70	Restoration
1150.75	Fees
1150.80	Professional Design Firm
1150.85	Acts Constituting the Practice of Architecture Pursuant to Section 5 of the Act
1150.90	Standards of Professional Conduct
1150.95	Architecture Complaint Committee
1150.100	Renewals
1150.105	Continuing Education Requirements
1150.110	Granting Variances
1150.APPENDIX A	Categories of Diversified Professional Training (Repealed)
1150.APPENDIX B	Historical Summary of Minimum Requirements to Qualify for Examination for Licensure as an Architect in Illinois
1150.APPENDIX C	Historical Summary of Examination Requirements
1150.ILLUSTRATION A	Architect Seal and Signature Requirements

AUTHORITY: Implementing the Illinois Architecture Practice Act of 1989 [225 ILCS 305] and authorized by Section 2105-15(7) of the Civil Administrative Code of Illinois [20 ILCS 2105/2105-15(7)].

SOURCE: Rules and Regulations Promulgated for the Administration of the Illinois Architecture Act, effective May 29, 1975; amended May 12, 1977; codified at 5 Ill. Reg. 11019;

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emergency amendment at 6 Ill. Reg. 916, effective January 6, 1982, for a maximum of 150 days; amended at 6 Ill. Reg. 7448, effective June 15, 1982; amended at 7 Ill. Reg. 7658, effective June 15, 1983; amended at 9 Ill. Reg. 5691, effective April 16, 1985; amended at 11 Ill. Reg. 14077, effective August 5, 1987; transferred from Chapter I, 68 Ill. Adm. Code 150 (Department of Registration and Education) to Chapter VII, 68 Ill. Adm. Code 1150 (Department of Professional Regulation) pursuant to P.A. 85-225, effective January 1, 1988, at 12 Ill. Reg. 2933; amended at 16 Ill. Reg. 3143, effective February 14, 1992; amended at 17 Ill. Reg. 1554, effective January 25, 1993; amended at 18 Ill. Reg. 10736, effective June 27, 1994; amended at 19 Ill. Reg. 16066, effective November 17, 1995; amended at 20 Ill. Reg. 7873, effective May 30, 1996; amended at 21 Ill. Reg. 5928, effective April 24, 1997; amended at 22 Ill. Reg. 15324, effective August 10, 1998; amended at 24 Ill. Reg. 559, effective December 31, 1999; amended at 24 Ill. Reg. 13710, effective August 28, 2000; amended at 25 Ill. Reg. 1754, effective January 8, 2001; amended at 26 Ill. Reg. 4667, effective March 11, 2002; amended at 26 Ill. Reg. 16954, effective November 12, 2002; amended at 27 Ill. Reg. 15468, effective September 19, 2003; amended at 28 Ill. Reg. 14424, effective October 20, 2004; amended at 33 Ill. Reg. 11477, effective July 22, 2009; amended at 35 Ill. Reg. 11358, effective June 28, 2011; amended at 39 Ill. Reg. 15738, effective December 11, 2015; amended at 41 Ill. Reg. 3966, effective April 7, 2017; amended at 41 Ill. Reg. 12833, effective October 13, 2017; amended at 46 Ill. Reg. 19600, effective November 23, 2022.

Section 1150.10 Education Requirements and Diversified Professional Training Requirements

The education and diversified professional training required for licensure under the Illinois Architecture Practice Act of 1989 [225 ILCS 305] (the Act) are set forth in this Section. Applicants shall meet the requirements set forth in this Section.

- a) Education Requirements
Applicants shall prove that they meet one of the following education requirements:
 - 1) Applicants with a professional degree from a program accredited by the National Architectural Accrediting Board (NAAB) or the Canadian Architectural Certification Board (CACB) not later than 2 years after termination of an applicant's enrollment, or with a professional degree in architecture from a Canadian university certified as accredited by CACB; or
 - 2) Completion of the education requirements as specified in the National

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Council of Architectural Registration Boards (NCARB) Education Standard. This includes the requirement that applicants with a degree from a program not accredited by NAAB or CACB must obtain an Education Evaluation Services for Architects (EESA)-NCARB Evaluation Report prepared by EESA, which is administered by NAAB. Applicants must establish an NCARB record in order to request an evaluation; ~~or:~~

- 3) Completion of the education requirements as specified in the NCARB Foreign Architect Program. Applicants with a degree gained from a program outside of the U.S. or its territories must satisfy the education requirements as specified in the NCARB Foreign Architect Program. Applicants must establish an NCARB record (national dossier of an applicant's education, exam history and experience documentation which has been verified by NCARB) as part of the Foreign Architect Program requirements with NCARB.

b) Diversified Professional Training Requirements

- 1) An applicant must complete the Architect Experience Program (AXP), formerly known as the Intern Development Program (IDP), of the National Council of Architectural Registration Boards (NCARB), 1401 H Street NW, Suite 500, Washington, DC 20005~~1801 K Street, NW, Suite 700K, Washington DC 20006-1310~~, as set forth in the NCARB AXP Guidelines (~~2020~~2016, no later additions or amendments included). (A copy of these Guidelines is available from NCARB.)
- 2) To satisfy diversified professional training requirements, each applicant must acquire a minimum number of training hours in prescribed experience categories and tasks and in accordance with the requirements set forth in the NCARB AXP Guidelines. An applicant who has satisfied the training requirements is expected to have been exposed to the comprehensive practice of architecture. Accordingly, each applicant must demonstrate that his or her training has been sufficiently diversified as to include exposure to each of the training categories set forth in the AXP Guidelines. (An applicant with the required number of training hours may ~~nonetheless~~nonetheless be denied approval of training if that training is not diversified.)
- 3) Program Requirements

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- A) A "licensed architect" is a person licensed to practice architecture in the jurisdiction in which he or she practices.
 - B) A person practices as a "principal" by being:
 - i) A licensed architect; and
 - ii) The person in charge of the organization's architectural practice, either alone or with other licensed architects.
 - C) A person who has completed the minimum education requirements is actively participating in the diversified professional training program, and maintains in good standing a training record as required by this Section, may use the title "architectural intern", but may not use the term "architect" and may not independently engage in the practice of architecture.
- c) All applicants [for initial license](#), shall utilize NCARB to collect, evaluate and certify all training data and records required for compliance with this Part.
 - d) The verification of training shall be submitted to the Department of Financial and Professional Regulation-Division of Professional Regulation (Division) at the time of application.
 - e) If the accuracy of any submitted documentation or the relevance or sufficiency of the training is questioned by the Division or the Architecture Licensing Board (the Board) because of discrepancies or conflicts in information, a need for additional information or clarification, the applicant will be requested to provide such information as is necessary.
 - f) All applicants must submit an application for licensure within 12 months after passing the Architecture Registration Exams (ARE) and completion of the [AXPIDP](#).

(Source: Amended at 46 Ill. Reg. 19600, effective November 23, 2022)

Section 1150.30 Application for Licensure by Examination/Acceptance of Examination

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- a) An applicant for licensure as an architect shall file an application on forms supplied by the Division. The application shall include:
- ~~1a)~~ Proof of successful completion of the examination set forth in Section 1150.40;
 - ~~2b)~~ Proof of having completed the necessary education and training, as required by Section 1150.10.
 - ~~A1)~~ The proof shall ~~include~~~~be in the form of~~ official transcripts completed by the school, college or university attended, and certification of completion of the training requirements.
 - ~~B2)~~ Applicants who received their education in a foreign country shall have the education comprehensively evaluated, at their expense. ~~Applicants shall obtain an EESA-NCARB Evaluation Report prepared by EESA, which is administered by NAAB. Applicants must establish an NCARB record in order to request an evaluation.~~ The Board will review all transcripts and the comprehensive evaluation submitted to the Division to determine if the education meets the requirements set forth in Sections 1150.10. Applicants shall:~~and 1150.20;~~
 - i) Establish an NCARB record and request an Education Evaluation Services for Architects (EESA) Evaluation Report prepared by and administered by NCARB; or
 - ii) Satisfy the requirements through the NCARB Foreign Architect program.
- ~~3e)~~ Certification that the applicant has read and understands the Act and this Part;
- ~~4d)~~ The required fee; and
- ~~5e)~~ Proof of passage of the Test of English as a Foreign Language Internet Based Test (TOEFL-iBT) with a minimum score of 26 on the speaking module and a total minimum integrated score of 88 ~~or the Test of English as a Foreign Language (TOEFL) with a minimum score of 550 or 213 for~~

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~~the computer-based test and the Test of Spoken English (TSE) with a minimum score of 50~~, for applicants who apply after January 1, 1997, who graduated from an architectural program outside the United States or its territories and whose first language is not English. In order to determine applicants whose first language is English, the applicant shall submit verification from the school that the architectural program from which the applicant graduated was taught in English. However, any applicant who subsequently earned an advanced degree from an accredited educational institution in the United States or its territories shall not be subject to this requirement.

- b) If an applicant fails to submit all required items for licensure under the Act within 3 years after filing an application, the application shall expire and be denied. The applicant may, however, make a new application for licensure accompanied by the required fee, and furnish proof of meeting the qualifications for licensure in effect at the time of new application.

(Source: Amended at 46 Ill. Reg. 19600, effective November 23, 2022)

Section 1150.40 Examination

- a) The examination for licensure as an architect is a computer based examination prepared by NCARB. An applicant who has ~~a conferred~~ an NAAB accredited professional degree, EESA-NCARB equivalent degree or is an applicant actively participating in an NCARB accepted Integrated Path to Architectural Licensure (IPAL) option within an NAAB-accredited professional degree program in architecture, may begin taking the NCARB ARE ~~after successful completion of the professional degree and~~ with concurrent enrollment in the AXP.
- b) ~~As of July 1, 2008, the ARE 4.0 examination shall consist of the following divisions:~~
- ~~1) Programming Planning and Practice;~~
 - ~~2) Site Planning and Design;~~
 - ~~3) Building Planning and Construction Systems;~~
 - ~~4) Schematic Design;~~

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- ~~5) Structural Systems;~~
 - ~~6) Building Systems; and~~
 - ~~7) Construction Documents and Services.~~
- be) As of November 1, 2016, the ARE 5.0 examination shall consist of the following divisions:
- 1) Practice management;
 - 2) Project management;
 - 3) Programming and analysis;
 - 4) Project planning and design;
 - 5) Project development and documentation; and
 - 6) Construction and evaluation
- ~~d) The ARE 4.0 will continue being offered through June 30, 2018, when it will be discontinued. Any applicant who has started in ARE 4.0, but not completed it, will be required to transfer to ARE 5.0 and complete any examinations that do not transfer over as completed.~~
- ce) All divisions are graded with a score of pass or fail. To pass the examination, the applicant must achieve a passing grade on each division of the examination.
- df) An applicant failing a division may repeat that division test after the applicant's~~his or her~~ unsuccessful attempt, pursuant to NCARB requirements.
- eg) All applicants who are in the process of taking the examination formerly administered by the Division shall receive credit for previous NCARB examinations passed with transfer credit to the ARE divisions in Appendix C.
- ~~h) If an applicant fails to pass an examination for licensure under the Act within 3 years after filing an application, the application shall expire and be denied. The~~

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~~applicant may, however, make a new application for examination accompanied by the required fee, and must furnish proof of meeting the qualifications for examination in effect at the time of new application.~~

- fi) Scores from divisions of the examination already passed under a previous application shall be carried over and applied to subsequent applications. After January 1, 2006, the Division will hold scores of examinations passed as valid for a period of 5 years in compliance with the NCARB "5-year Rolling Clock". After January 1, 2011, all scores of previous examinations passed after January 1, 2006 must meet the 5-year Rolling Clock requirements. Any division passed prior to January 1, 2006 shall no longer remain valid if all remaining divisions have not been passed by July 1, 2014.
- gj) Applicants who fail to achieve the required passing score in any division of the examination will be afforded unlimited opportunities to repeat the failed parts of the examination subject to the Act and NCARB requirements.
- hk) The provisions of this Section shall be waived for an applicant for licensure as an architect who makes application in form and substance satisfactory to the Division pursuant to the standards set forth in Section 1150.30 and causes to be filed with the Division, in addition to his/her application, proof of successful completion of the NCARB examination administered pursuant to the standards outlined above in another jurisdiction. The proof of successful completion must be forwarded directly to the Division from the jurisdiction in which the examination was taken.
- il) Divisions of the examination passed in another jurisdiction will be accepted toward licensure in this State if the division was not subsequently failed.
- jm) Examination Review
The Division does not allow for review of NCARB examinations for applicants who failed a division and abides by the outcome of the examinations provided by the test administrator.

(Source: Amended at 46 Ill. Reg. 19600, effective November 23, 2022)

Section 1150.60 Licensure by Endorsement

- a) An applicant who holds an active license or registration to practice architecture

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under the laws of another state or jurisdiction and who desires to become licensed by endorsement shall file an application with the Division together with:

- 1) Either Council Certification or other proof of qualifications and licensure as follows:
 - A) Council Certification, issued by and forwarded directly to the Division by NCARB, showing proof of having met the requirements established in the NCARB Certification Guidelines (through professional degree, EESA evaluation, alternate pathway approved by NCARB or Mutual Recognition Agreement); or
 - B) Other Proof of Qualifications and Licensure
 - i) Proof that the applicant has met requirements substantially equivalent to those in force in this State at the time of original or subsequent licensure by written examination in the other state or jurisdiction, including official transcripts and affidavits of training and experience on forms prescribed by the Department~~training~~; and
 - ii) A certification by the state or jurisdiction of original licensure and any other jurisdiction in which the applicant is or has ever been licensed, including the date of issuance of the applicant's license and the current status of each license; the basis of licensure and a description of all examinations by which the applicant was licensed in that state or jurisdiction and the date of passage of any such examinations; and whether the records of the licensing authority contain any record of disciplinary action taken against the applicant;
 - 2) The required fee as set forth in Section 1150.75;
 - 3) Certification that the applicant has read and understands the Act and this Part.
- b) Applicants filing an application under subsection (a)(1)~~(B)~~ are subject to the following requirements and provisions:

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- 1) Applicants who received their education in a foreign country shall have the education comprehensively evaluated, at their expense. The Board will review all transcripts and the evaluations submitted to the Division to determine if the education meets the requirements set forth in Section 1150.10. Applicants shall obtain one of the following: an EESA-NCARB Evaluation Report prepared by EESA, which is administered by NAAB. ~~Applicants must establish an NCARB record in order to request an evaluation. The Board will review all transcripts and the evaluation submitted to the Division to determine if the education meets the requirements set forth in Sections 1150.10 and 1150.20.~~
 - A) An EESA-NCARB Evaluation Report prepared by EESA as administered by NAAB. Applicants must establish an NCARB record in order to request an evaluation; or
 - B) NCARB Certification through the NCARB Education Alternative; or
 - C) NCARB Certification through the NCARB Foreign Architect Program.
- 2) Proof of passage of the Test of English as a Foreign Language Internet Based Test (TOEFL-iBT) with a minimum score of 26 on the speaking module and a total minimum integrated score of 88 ~~or the Test of English as a Foreign Language (TOEFL) with a minimum score of 550 or 213 for the computer-based test and the Test of Spoken English (TSE) with a minimum score of 50~~, for applicants who apply after January 1, 1997, who graduated from an architectural program outside the United States or its territories and whose first language is not English. However, any applicant who subsequently earned an advanced degree from an accredited educational institution in the United States or its territories shall not be subject to this requirement.
- 3) The Division shall examine each endorsement application to determine whether the requirements in the state or jurisdiction of original or subsequent licensure were substantially equivalent to the requirements then in force in this State. The Division shall either issue a license by endorsement to the applicant or notify the applicant in writing of the

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reason for the denial of the application.

- 4) The Division may, in individual cases, upon recommendation of the Board, waive passage of one or more parts of the examination upon proof that the applicant has been lawfully engaged in the practice of architecture in another jurisdiction for a minimum of 5 years and has provided evidence demonstrating competence in the area or areas of the examination being considered for waiver (i.e., architectural education, training, ~~and~~ experience). If an applicant has previously failed to pass a part or parts of the examination, the applicant shall not be granted a waiver for that part or parts pursuant to this provision.
- c) When the accuracy of any submitted documentation or the relevance or sufficiency of the course work or experience is questioned by the Division or the Board because of a lack of information, discrepancies or conflicts in information given or a need for clarification, the applicant shall be requested to:
 - 1) Provide information as may be necessary; and/or
 - 2) Appear for an interview before the Board to explain the relevance or sufficiency, clarify information, or clear up any discrepancies or conflicts in information.
- d) If an applicant fails to submit all required items for licensure under the Act within 3 years after filing an application, the application shall expire and be denied. The applicant may, however, make a new application for licensure accompanied by the required fee, and furnish proof of meeting the qualifications for licensure in effect at the time of new application.

(Source: Amended at 46 Ill. Reg. 19600, effective November 23, 2022)

Section 1150.70 Restoration

- a) A licensee seeking restoration of a license that has expired for less than ~~5~~3 years shall have the license restored upon receipt of an application as provided by the Division and payment of \$50 plus the lapsed renewal fee required by Section 1150.75 and proof of 24 hours of continuing education completed in accordance with Section 1150.105 and within 2 years prior to the date of submitting the application.

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- b) A licensee seeking restoration of a license that has been placed on inactive status for less than ~~5~~3 years shall have the license restored upon receipt of an application as provided by the Division and payment of the current renewal fee as specified by Section 1150.75 and proof of 24 hours of continuing education completed in accordance with Section 1150.105 and within 2 years prior to the date of submitting the application.
- c) A licensee seeking restoration of a license after it has expired or been placed on inactive status for more than ~~5~~3 years shall file an application, on forms ~~provided~~supplied by the Division, for review by the Board, together with the fee required by Section 1150.75 and proof of 24 hours of continuing education completed in accordance with Section 1150.105 and within 2 years prior to the date of submitting the application. The licensee shall also submit one of the following~~either~~:
- 1) Sworn evidence of active practice in another U.S. jurisdiction. The evidence shall include a statement from the appropriate board or licensing authority in the other U.S. jurisdiction that the licensee was authorized to practice during the term of said active practice;
 - 2) An affidavit attesting to military service as provided in Section 16 of the Act; or
 - 3) Other evidence of continued active practice of architecture for at least the last ~~2~~3 years. ~~Evidence~~Other evidence shall be satisfied by one of the below~~include, but not be limited to~~:
 - A) Employment in a responsible capacity under the direct supervision and control of a licensed architect;
 - B) Lawfully practicing architecture as an employee of a governmental agency;
 - C) Teaching architecture courses in a college or university program accredited by the NAAB; or
 - D) Submit a written proposal to the Division for review by the Board of college level architectural courses, professional architectural

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association programs or certifications, or similar programs the licensee plans to complete (subject to pre-approval of the Board) to demonstrate continued evidence of practice and competence. Continuing education, as required in Sections 1150.70 or 1150.105, cannot be utilized for this requirement.
~~Attendance during the past 3 years at educational programs conducted by an approved architecture program or a professional architectural association or similar program approved by the Division upon recommendation of the Board. Continuing education, as required in Section 1150.105, cannot be utilized for this requirement unless specifically approved by the Board for this purpose prior to attendance.~~

- d) Any person seeking restoration of a license within 2 years after discharge from military service pursuant to Section 16 of the Act will be required to pay only the current renewal fee.
- e) A signed and dated affidavit attesting the applicant has read and understands the Act and this Part.
- f) When the accuracy of any submitted documentation or the relevance or sufficiency of the course work or experience is questioned by the Division or the Board because of lack of information, discrepancies or conflicts in information given or a need for clarification, the applicant seeking restoration may be requested to:
 - 1) Provide information as may be necessary; and/or
 - 2) Appear for an interview before the Board to explain the relevance or sufficiency, clarify information, or clear up any discrepancies or conflicts in information. Upon the recommendation of the Board and approval by the Director of the Department of Financial and Professional Regulation-Division of Professional Regulation (Director), an applicant shall have the license restored or will be notified in writing of the reason for the denial of the application.
- g) A professional design firm seeking restoration of a license that has expired for any length of time shall have the license restored upon payment of the late fee

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plus any lapsed renewal fee required by Section 1150.75 and submitting proof of meeting the following current requirements:

- 1) Certificate of Good Standing from the Illinois Secretary of State or a copy of the letter or certificate received from the county clerk where an assumed name has been filed.
- 2) Proof of meeting the $\frac{2}{3}$ requirements of Section 12 of the Act.
- 3) Proof that the Managing Agent-in-Charge is still a member of the Board/partner/member and a full-time employee.
- 4) Listing of all offices in Illinois and the name and license number of the architect for each location.

(Source: Amended at 46 Ill. Reg. 19600, effective November 23, 2022)

Section 1150.75 Fees

a) The following fees shall be paid to the Division and are not refundable:

1a) Application Fees

A1) The fee for application for a license as an architect is \$100. ~~In addition, applicants for an examination shall be required to pay, either to the Division or to the designated testing service, a fee covering the cost of determining an applicant's eligibility and providing the examination. Failure to appear for the examination on the scheduled date, at the time and place specified, after the applicant's application for examination has been received and acknowledged by the Division or the designated testing service, shall result in the forfeiture of the examination fee.~~

B2) The application fee for a certificate of registration as a professional design firm is \$75.

2b) Renewal Fees

A1) The fee for the renewal of a license shall be calculated at the rate

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of \$30 per year.

~~B2)~~ The fee for renewal of a certificate of registration as a professional design firm is \$75 for the renewal period (see Section 1150.100(c)).

~~3e)~~ General Fees

~~A1)~~ The fee for the restoration of a license other than from inactive status is \$50 plus payment of all lapsed renewal fees.

~~B2)~~ There is no charge for the issuance of a replacement license for a license that has been lost or destroyed, or for issuance of a license with a change of name or address. Licenses are available electronically through the Department website.

~~C3)~~ The fee for a certification of a licensee's record for any purpose is \$20.

~~4)~~ ~~The fee for a wall certificate showing licensure shall be the actual cost of producing the certificate.~~

~~D5)~~ The fee for a roster of persons licensed as architects in this State shall be the actual cost of producing the roster.

~~b)~~ All of the fees collected pursuant to this Section shall be deposited in the Design Professionals Administration and Investigation Fund.

(Source: Amended at 46 Ill. Reg. 19600, effective November 23, 2022)

Section 1150.80 Professional Design Firm

a) Persons who desire to practice architecture in this State in the form of a corporation, professional service corporation, partnership, professional limited liability company, limited liability company, limited liability partnership, or sole proprietorship (if the sole proprietorship is conducting or transacting business under an assumed name in accordance with the Assumed Business Name Act [805 ILCS 405]) shall, in accordance with Section 21 of the Act, file an application with the Division, on forms provided by the Division, together with

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the following:

- 1) For Corporations or Professional Service Corporations. (Registration as a professional design firm shall meet the registration requirements of Section 12 of the Professional Service Corporation Act [805 ILCS 10/12].)
 - A) The name of the corporation and its registered address, the names of all members of the board of directors, and the name of the state and license number for each director who is licensed as an architect, structural engineer, professional engineer or land surveyor. To qualify under Section 21 of the Act, at least two-thirds of the board of directors shall be licensed design professionals and at least one shall be an Illinois licensed architect;
 - B) A copy of the Articles of Incorporation bearing the seal of the office, in the jurisdiction in which the corporation is organized, whose duty it is to register corporations under the laws of that jurisdiction. If it is a foreign corporation, a copy of the certificate of authority to transact business in this State issued by the Secretary of State is also required. The purpose clause of the Articles of Incorporation or the certificate of authority shall designate that the corporation is authorized to provide architectural services. Each corporation shall remain active and in good standing with the Secretary of State in order to maintain a professional design firm registration;
 - C) A signed and dated resolution adopted by the board of directors designating a member of the board of directors who is an Illinois licensed architect and full-time employee of the corporation as the managing agent in charge of the architectural activities in this State. The Illinois license number of the architect designated as the managing agent shall also be included in the resolution;
 - D) A copy of the authority to transact business under the Assumed Business Name Act issued by the Secretary of State for any assumed names of the corporation, if applicable; and
 - E) A certificate of good standing from the Secretary of State and copy of the latest annual report, if applicable.

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2) For Partnerships-

A) General

- i) A copy of the signed and dated partnership agreement containing the name of the partnership, its business address and the names of all general partners. The name of the state in which each partner is licensed and the license number of each general partner who is licensed as an architect, structural engineer, professional engineer or land surveyor shall be listed on the application. To qualify under Section 21 of the Act, two-thirds of the general partners shall be licensed in any state or territory and at least one partner shall be an Illinois licensed architect.
- ii) A signed and dated resolution adopted by the general partners designating the general partner who is an Illinois licensed architect and a regular full-time employee of the partnership as the managing agent in charge of the architectural activities in this State. The Illinois license number of the architect designated as the managing agent shall also be included in the resolution.
- iii) A copy of the partnership documentation bearing the stamp of the county clerk where the partnership has been filed.
- iv) A letter or certificate from the county clerk where an assumed name has been filed, if applicable.

B) Limited Partnership

- i) A copy of the signed and dated partnership agreement indicating it has been filed with the Secretary of State authorizing the partnership to provide architectural services. The partnership agreement shall contain the name of the partnership, its business address and the names of all partners. The name of the state in which each partner is licensed and the license number shall be listed on the

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application. To qualify under Section 21 of the Act, at least two-thirds of the board of directors shall be licensed design professionals and at least one shall be an Illinois licensed architect.

- ii) A signed and dated resolution adopted by the general partners designating the general partner who is an Illinois licensed architect and a full-time employee of the partnership as the managing agent in charge of the architectural activities in this State. The Illinois license number of the architect designated as the managing agent shall also be included in the resolution.
 - iii) A copy of the authority to transact business under the Assumed Business Name Act issued by the Secretary of State for any assumed names of the partnership, if applicable.
 - iv) A certificate of good standing from the Secretary of State and a copy of the latest annual report, if applicable.
- 3) For Professional Limited Liability Company, Limited Liability Companies, or Limited Liability Partnerships.
- A) An application containing the name of the professional limited liability company, limited liability company, or partnership, the business address and the members or partners of the company/partnership, the name of the state in which each is licensed and the license number of each member/partner. To qualify under Section 21 of the Act, at least two-thirds of the members or general partners shall be licensed in any state or territory and at least one shall be an Illinois licensed architect.
 - B) A signed and dated resolution of the members or partners designating a member of the company/partnership who is an Illinois licensed architect and a regular full-time employee as the managing agent in charge of the architectural activities in this State. The license number shall be included in the resolution.

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- C) A copy of the operating agreement or partnership agreement filed with the Secretary of State stating the company or partnership is authorized to offer architectural services.
 - D) For any assumed name, a copy of the authority to transact business under the Assumed Business Name Act issued by the Secretary of State.
 - E) A certificate of good standing from the Secretary of State and a copy of the latest annual report, if applicable.
- 4) For Sole Proprietorships with an Assumed Name. (A sole proprietorship operating under the name of the licensee is not required to register as a professional design firm.)
- A) An application containing the name of the sole proprietorship and its business address and the name and license number of the architect who owns and operates the business.
 - B) A letter or certificate received from the county clerk where an assumed name has been filed.
- 5) A list of all office locations in Illinois at which the corporation, professional service corporation, [professional limited liability company](#), limited liability company/partnership, partnership or sole proprietorship provides architectural services. Each individual architectural office maintained for the preparation of drawings, specifications, reports or other professional work shall have a resident architect, licensed in Illinois and regularly employed in that office full-time who shall be responsible for overseeing professional work, and who shall serve as resident architect for that office only. Nothing in this Section shall relieve the managing agent in charge of architectural activities in this State of any legal responsibility for the overall supervision of the individual architectural offices.
- 6) A list of all assumed names used by the corporation, limited liability company, partnership or sole proprietorship.
- 7) The fee required in Section 1150.75.

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- b) A professional design firm may designate more than one managing agent in charge of architectural activities. However, a licensee designated as managing agent may not serve as managing agent for more than one corporation, professional service corporation, [professional limited liability company](#), limited liability company/partnership, or partnership doing business in Illinois.
- c) Upon receipt of a completed application, the Division shall issue a registration authorizing the corporation, professional service corporation, limited liability company/partnership, partnership or sole proprietorship to engage in the practice of architecture or notify the applicant in writing of the reason for the denial of the application.
- d) Each corporation, professional service corporation, [professional limited liability company](#), limited liability company/partnership, partnership or sole proprietorship shall be responsible for notifying the Division within 30 days after any changes in:
- 1) The membership of the board of directors, members/partners of the limited liability company/partnership or of the general partners;
 - 2) The licensure status of any of the general partners, members/partners of the limited liability company/partnership or any of the design professional members of the board or partners; and
 - 3) An assumed name.
- e) Each corporation, professional service corporation, [professional limited liability company](#), limited liability company/partnership, or partnership shall be responsible for notifying the Division, in writing, by certified mail, within 10 business days after the termination or change in status of the managing agent. Thereafter, the corporation, professional service corporation limited liability company/partnership or partnership, if it has so informed the Division, has 30 days to notify the Division of the name and license number of the architect licensed in Illinois who is the newly designated managing agent.
- f) Failure to notify the Division as required in subsections (c) and (d) or any failure of the corporation, professional service corporation, [professional limited liability company](#), limited liability company, or partnership to continue to comply with the requirements of Section 21 of the Act will subject the corporation or partnership

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to the loss of its registration to practice architecture in Illinois.

- g) Sole Proprietorships. Any sole proprietorship owned and operated by an architect who has an active Illinois license is exempt from the registration requirement of a professional design firm. However, if the sole proprietorship operates under an assumed name, the sole proprietor shall file an application in accordance with subsection (a)(4) as a professional design firm with the Division indicating all assumed names utilized. A sole proprietorship shall notify the Division of any assumed name changes. Any sole proprietorship not owned and operated by an Illinois licensed architect shall be prohibited from offering architectural services to the public.
- h) In addition to the seal requirements in Section 14 of the Act, all documents or technical submissions prepared by the design firm shall contain the design firm registration number issued by the Division.

(Source: Amended at 46 Ill. Reg. 19600, effective November 23, 2022)

Section 1150.100 Renewals

- a) Every license issued to an individual under the Act shall expire on November 30 of each even numbered year. The holder of a license may renew the license during the month preceding the expiration date thereof by paying the fee required by Section 1150.75 and meeting the continuing education requirements set forth in Section 1150.105.
- b) It is the responsibility of each licensee to notify the Division of any change of address. Failure to receive a renewal ~~notice form~~ from the Division shall not constitute an excuse for failure to pay the renewal fee and to renew one's license.
- c) Every license issued to a professional design firm under the Act shall expire on April 30 of each odd numbered year. The holder of the license may renew that license for a two-year period during the month preceding the expiration date thereof by paying the fee specified in Section 1150.75 and by certifying that the firm still meets the requirements of Section 21 of the Act and is in good standing with the Illinois Secretary of State (if applicable) and has an active managing agent-in-charge.
- d) Practicing or operating on a license which has expired or been placed on inactive

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status shall be considered unlicensed activity and shall be grounds for discipline pursuant to Section 22 of the Act.

- e) It is the responsibility of each licensee to notify the Division of any discipline or conviction of or entry of a plea of guilty or nolo contendere to any crime that is a felony under the laws of the United States or any state or territory thereof, or that is a misdemeanor, an essential element of which is dishonesty, or any crime that is directly related to the practice of the profession of architecture during the last renewal.

(Source: Amended at 46 Ill. Reg. 19600, effective November 23, 2022)

Section 1150.105 Continuing Education Requirements

The continuing education required as a condition for license renewal under the Architecture Practice Act is set forth in this Section. All architects shall meet these requirements.

- a) Beginning with the November 30, 2004 renewal (for the period from December 1, 2002 through November 30, 2004) and every renewal thereafter, in addition to other requirements, an architect must have acquired continuing education for each 24-month period since the architect's last renewal of licensure, or be exempt from the continuing education requirements, as provided in subsection (h). Failure to comply with these requirements may result in non-renewal of the architect's license or other disciplinary action, or both.
- 1) Beginning with the November 30, 2020 renewal and every renewal thereafter, the total CE hours required shall include one hour of Sexual Harassment Prevention Training which shall meet the requirements of Section 1130.400 of the Civil Administrative Code. (See Section 2105-15.5 of the Department of Professional Regulation Law of the Civil Administrative Code of Illinois [20 ILCS 2105]. A licensee that completed a course on sexual harassment prevention developed or offered by the Illinois Department of Human Rights, the licensee's employer, or an acceptable provider listed within this Section, may count that course toward the one-hour requirement under this Section.
 - 2) Beginning with the November 30, 2024, renewal, and every renewal thereafter, the total continuing education hours under the Health, Safety, and Welfare (HSW) category shall include a minimum of one hour of

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programs, courses, or activities related to design practices that reflect improved understanding of high winds or natural disasters.

- b) Renewal Period: Within any 24-month biennial renewal period during which 24 contact hours must be acquired, at least 16 contact hours must be public protection subjects, which are relevant to safeguarding public health, safety and welfare, and acquired in structured educational activities. A maximum of 8 contact hours may be in related practice subjects acquired either in structured educational activities or individually planned educational activities. Hours acquired in any 24-month period may not be carried over to a subsequent 24-month period. Continuing education hours need not be acquired within this jurisdiction, but may be acquired at any location.
- c) Restored Licensees: In addition to other requirements as set forth in Sections 16 and 17 of the Act and Sections 1150.65 and 1150.70 of this Part, a licensee who has placed ~~their~~^{his or her} license on inactive status or has allowed a license to lapse for reasons other than active duty in the military service of the United States, as set forth in Section 16 of the Act, and desires to have the license restored shall evidence completion of all continuing education hours that would have been required in order to maintain the license in an active status, not to exceed 24 contact hours.
- d) Reporting and Record Keeping
- 1) Each renewal applicant shall certify, on the renewal application, to full compliance with the continuing education requirements set forth in this Section.
 - 2) For auditing or restoration purposes, it~~The Division may require evidence demonstrating compliance with the continuing education requirements. It~~ is the responsibility of each renewal applicant to retain or otherwise produce evidence of compliance. The evidence shall be retained for at least 6~~4~~ years following the renewal period for which the continuing education was taken. The evidence may include, but not be limited to the following:
 - A) Certificate of attendance;
 - B) Signed attendance receipts;

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- C) Sponsor's list of attendees (signed by a person in responsible charge of the activity);
 - D) Records showing activity claimed, sponsoring organization, location, duration, etc.;
 - E) A log of learning that may consist of diaries, summary of activities, photographs, public or organization records, receipts, etc.; or
 - F) Transcripts or records of continuing education credits maintained by an acceptable provider of continuing education as defined by subsection (f).
- 3) The Division may conduct random audits to verify compliance with continuing education requirements.
 - 4) If the Division disallows any continuing education hours, unless the Division finds, following notice and hearing, that the licensee willfully disregarded these requirements, then the licensee shall have 6 months from notice of the disallowance to make up the deficiency by acquiring the required number of contact hours. Those contact hours shall not be used again for the next renewal.
 - 5) When it is determined by the Division that the licensee has willfully disregarded these requirements, the licensee may be subject to discipline as set forth in Section 22 of the Act.
- e) Acceptable Activities
 - 1) The following types of activities may qualify to fulfill the requirement for a minimum of 16 contact hours to be acquired in structured educational activities (all 24 hours may be acquired in these activities):
 - A) Contact hours in attendance at short courses or seminars, dealing with architectural subjects and sponsored by colleges or universities.

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- B) Contact hours in attendance at presentations on architectural subjects that are held in conjunction with meetings, conferences or conventions of architect professional organizations recognized by the Division to the extent that contact hours are credited only to that portion of the meeting, conference or convention that comprises the educational program.
 - C) Contact hours in attendance at short courses or seminars, relating to professional practice or new technology and offered by colleges, universities, professional organizations or system suppliers.
 - D) Teaching or instructing an architectural course, seminar, lecture, presentation or workshop shall constitute 3 contact hours for each hour spent in the actual presentation. Teaching credit shall be valid for the initial presentation only. Teaching credit shall not apply to faculty teaching regularly scheduled curriculum courses at a college, university or other educational institution.
 - E) Contact hours spent in architectural research that is published or is formally presented to the profession or public.
 - F) Successfully completing structured architectural self-study courses, presented by correspondence, ~~internet~~Internet, television, video or audio, ending with examination or other verification processes. The contact hours acquired for this activity shall be as recommended by the program sponsor.
 - G) College or university credit courses dealing with architectural subjects or business practice. Each semester hour shall equal 15 contact hours. A quarter hour shall equal 10 contact hours.
 - H) Contact hours spent in educational tours of architecturally significant projects, when the tour is sponsored by a college, university or professional organization.
 - I) Authoring published papers, articles or books. A maximum of 12 contact hours may be acquired in this activity.
- 2) The following types of activities may qualify for the maximum of 8

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contact hours allowed to be acquired in individually planned educational activities that are self-directed:

- A) Contact hours spent in professional service to the public that draws upon the licensee's professional expertise on boards and commissions, such as: serving on planning commissions, building code advisory boards, urban renewal boards, code study committees or regulatory boards.
 - B) Contact hours for serving as a mentor or supervisor for the AXP required to satisfy the diversified professional training requirements pursuant to Section 1150.10. This service to an intern, or interns, shall be consistent with the responsibilities set forth in the current edition of the NCARB AXP Guidelines for an intern's mentor and supervisor.
 - C) Contact hours spent in planned activities, such as business and practice efficiency, business development, personal improvement, new skills and general education related to the practice of architecture.
 - D) Contact hours spent in unstructured self-study tours of architecturally significant projects when there is a clear objective to maintain and strengthen competency in a design or technical field.
 - E) Actively participating on an architectural board, in a technical or professional society or organization shall be the equivalent of 2 contact hours. ~~An individual shall serve as an officer or actively participate in a committee of the organization to receive credit for this activity.~~ Contact hours shall be limited to 2 per organization and shall not be acquired until the completion of each year of service.
- 3) The content of public protection subjects acceptable for purposes of continuing education under subsection (e)(1) shall be limited to:
- A) Codes, statutes and administrative regulations governing the practice of architecture.

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- B) Environmental issues.
 - C) Professional ethics.
 - D) State licensing law.
 - E) Design proficiency.
 - F) Interface with other design disciplines (e.g., planners, consultants, specialists and financiers) other than through normal day-to-day contact.
 - G) Legal aspects of contracts, documents, insurance, bonds, project administration, etc.
 - H) Specialization in preservation, adaptive reuse or building types.
 - I) Construction documents and services.
 - J) Materials and methods.
 - K) Mechanical, plumbing, electrical and life safety.
 - L) Structural technology.
 - M) Energy efficiency.
 - N) Project Administration.
 - O) Accessibility issues.
 - P) New technical/professional skills.
- f) Acceptable providers for structured educational activities shall include, but not be limited to:
- 1) American Institute of Architects (AIA).

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- 2) National Council of Architectural Registration Boards (NCARB).
 - 3) Construction Specifications Institute (CSI).
 - 4) Association of Licensed Architects (ALA).
 - 5) Colleges, universities or other educational institutions.
 - 6) Other technical or professional societies or organizations.
- g) The Division will not pre-approve individual courses or programs.
- h) Exemptions: A licensee may be exempt from the foregoing continuing education requirements if one of the following situations occurs. If an exemption is claimed, it is required that the renewal fee and any documentation needed to support the exemption be submitted for renewal of a license.
- 1) A licensee shall not be required to report continuing education hours during the first biennial renewal period in which the licensee obtained initial licensure in Illinois; but shall be subject to the continuing education requirements for all subsequent biennial renewal periods.
 - 2) A licensee who is on full-time active duty in the military service of the United States, or is a licensee who is called to temporary active duty in the military service or Armed Forces of the United States for a period of time exceeding 120 consecutive days during the renewal period, when that activity or location restricts participation in a continuing education program.
 - 3) A licensee who demonstrates to the satisfaction of the Division that meeting these requirements would be an undue hardship by reason of disability, illness, or other clearly mitigating circumstances shall submit supporting documentation.
 - A) The documentation shall be in the form of a sworn statement by the licensee, statement from a licensed healthcare provider, or medical record showing the disability, illness, or circumstance preventing the licensee's participation in the continuing education program during a substantial part of the renewal period.

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- B) If the Division finds from the evidence that good cause has been shown for non-compliance, the Division may waive enforcement, extend the time within which the applicant shall comply, or establish a particular program or schedule of continuing education for the renewal period in which the undue hardship existed.
- C) Consecutive waiver requests made for reasons of disability, illness, or other circumstances may be prima facie evidence for non-renewal of applicant's license based on an inability to actively engage in licensed practice.~~A licensee who demonstrates to the satisfaction of the Division that meeting these requirements would work an undue hardship by reason of disability, illness or other clearly mitigating circumstances. The supporting documentation shall be in the form of a sworn statement by the licensee, a statement from a physician, or medical records that show that the disability, illness, or circumstance prevented the licensee's participation in the continuing education program during a substantial part of the renewal period. If the Division finds from the evidence that good cause has been shown for non-compliance, the Division shall waive enforcement, extend the time within which the applicant shall comply, or establish a particular program or schedule of continuing education for the renewal period in which the undue hardship existed.~~

i) Definitions

- 1) "Contact Hour" means one 60-minute clock hour of an educational activity with no less than 50 minutes of instructional content within the hour. Credit shall be granted in half-hour increments. A qualifying activity of 30 to 49 minutes would be reported as 0.5 contact hours and an activity of 50 to 60 minutes would be reported as 1.0 contact hour.
- 2) "Individually Planned Educational Activities" means educational activities in which the teaching methodology primarily consists of the architect himself or herself addressing public protection subjects or related practice subjects that are not systematically presented by others, including the study of such related subjects, rendering service to the public and advancing the profession's and public's understanding of the practice of

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architecture.

- 3) "Structured Educational Activities" means educational activities in which the teaching methodology consists primarily of the systematic presentation of public protection subjects by qualified individuals or organizations, including monographs, course of study taught in person or by correspondence, organized lectures, presentations or workshops and other means through which identifiable technical and professional subjects are presented in a planned manner. To qualify as a Structured Educational Activity, continuing education credit shall be awarded by the sponsor upon completion of the activity.
- j) There is no restriction on the amount of continuing education that can be completed through on-line or self-administered courses, provided that the courses meet the requirements of this Section.

(Source: Amended at 46 Ill. Reg. 19600, effective November 23, 2022)

Section 1150.110 Granting Variances

~~a)~~ The Director may grant variances from this Part in individual cases when the Director~~he/she~~ finds that:

- a1) The provision from which the variance is granted is not statutorily mandated;
- b2) No party will be injured by the granting of the variance; and
- c3) The rule from which the variance is granted would, in the particular case, be unreasonable or unnecessarily burdensome.
- ~~b) The Director shall notify the Board in writing of the granting of a variance, and the reasons for granting the variance, at the next meeting of the Board.~~

(Source: Amended at 46 Ill. Reg. 19600, effective November 23, 2022)

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Section 1150.APPENDIX B Historical Summary of Minimum Requirements to Qualify for Examination for Licensure as an Architect in Illinois

(For specific details refer to the Rules for the Administration of the Illinois Architecture Practice Act of 1989 that were in effect for the appropriate time period specified in this Appendix B)

- a) July 1, 1897 through June 30, 1919: Applicants who are 21 years old and have made payment of \$15 fee to take examination. Any person who is shown by affidavit to have been engaged in the practice of architecture on July 1, 1897 shall be entitled to a license without examination; provided that the application is made within 6 months after passage of the Act.
- b) July 1, 1919 through July 10, 1957: 21 years old; citizen of U.S. Applicants who are graduates of a high school or secondary school approved by the Department of Registration and Education and 3 years of experience in the office of a reputable architect.
- c) July 11, 1957 through September 30, 1977: 21 years old; citizen of U.S. Applicants who are graduates of a high school or secondary school approved by the Department of Registration and Education and 8 years of experience in the office of a registered architect. Applicants with up to 5 years of architectural study in an approved school of architecture and additional years experience in the office of a registered architect that total 8 years of experience and study.
- d) October 1, 1977 through December 31, 1984: 21 years old; citizen of U.S. Applicant with a professional degree from an accredited school of architecture were eligible to take Phase I and upon completion of 3 years practical experience could take Phase II. Applicants who are graduates of an approved high school and 8 years of experience.
- e) January 1, 1985 through December 31, 1995: The following education and architectural experience under the direct supervision of a U.S. licensed architect qualified for examination/licensure:
 - 1) Applicants with a professional degree from a program accredited by NAAB:
 - A) 6-year professional degree (M/Arch) and 2 years of architectural experience;

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- B) 5-year professional degree (B/Arch) and 3 years of architectural experience;
- 2) Applicants with a degree in architecture from a Board-approved program not accredited by NAAB:
- A) Master's degree and 4 years of architectural experience;
 - B) 5-year bachelor's degree and 4.5 years of architectural experience;
 - C) 4-year bachelor's degree and 5 years of architectural experience;
 - D) 4-year degree in architecture-related field or program as listed below and 6 years of architectural experience:
 - landscape architecture;
 - interior design;
 - building technology;
 - construction management;
 - urban and regional planning;
 - historic preservation;
 - architectural, civil, mechanical, structural, general or electrical engineering;
 - E) 4-year or more degree in any field and 7 years of architectural experience.
- f) January 1, 1996 through August 9, 1998: The following education and architectural experience under the direct supervision of a U.S. licensed architect qualified for examination/licensure:
- 1) 6-year professional degree (M/Arch) in architecture from a program

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accredited by NAAB and 2 years (or 465 Intern Development Program Training Units (IDP TU's)) of architectural experience;

- 2) 5-year professional degree (B/Arch) in architecture from a program accredited by NAAB and 3 years (or 700 IDP TU's) of architectural experience;
 - 3) Pre-professional 4-year baccalaureate degree in architecture from a program acceptable for direct entry into a first professional master of architecture degree program accredited by NAAB and 5 years (or 1170 IDP TU's) of architectural experience.
- g) August 10 through December 31, 1998: An NCARB IDP Record certifying to the completion of the following education and indicated minimum number of acceptable TU's is required for examination/licensure:
- 1) 6-year professional degree (M/Arch) in architecture from a program accredited by NAAB and 465 TU's;
 - 2) 5-year professional degree (B/Arch) in architecture from a program accredited by NAAB and 700 TU's;
 - 3) Pre-professional 4-year baccalaureate degree in architecture from a program acceptable for direct entry into a first professional master of architecture degree program accredited by NAAB and 1170 TU's.
- h) After December 31, 1998: An NCARB IDP Record certifying to the completion of the following education and indicated minimum number of acceptable TU's is required for examination/licensure:
- 1) 6-year professional degree (M/Arch) in architecture from a program accredited by NAAB and 700 TU's;
 - 2) 5-year professional degree (B/Arch) in architecture from a program accredited by NAAB and 700 TU's;
 - 3) Pre-professional 4-year baccalaureate degree in architecture from a program acceptable for direct entry into a first professional master of architecture degree program accredited by NAAB and 1170 TU's.

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- i) January 1, 2000: Section 16.5 of the Act required continuing education. November 12, 2002, Section 1150.105 of the Administrative Rules was approved, requiring the CE for the 2002-2004 renewal and all renewals thereafter.
- j) September 2002: Illinois became a "Direct Registration Program" participant with NCARB. Subsequent to that date, all applicants applied directly through NCARB for IDP and approval to take the ARE. Applicants who were previously approved for testing through Continental Testing Services, Inc. before that date continued testing through CTS. Applicants who completed the IDP and ARE through NCARB then were required to submit an application for "Acceptance of Exam" to the Division.
- k) October 20, 2004: Section 1150.60 was amended to allow licensure by endorsement based upon the NCARB Council Record.
- l) Effective January 1, 2005, pursuant to PA 93-1009, the pre-professional degree was acceptable only until January 1, 2010.
- m) Pursuant to PA 94-0543, effective July 1, 2005, the Act changed. The Division will no longer accept pre-professional degrees for licensure after January 1, 2014.
- n) January 1, 2006: NCARB "5-year Rolling Clock" for ARE was accepted. All scores prior to January 1, 2006 will be kept indefinitely. After January 1, 2006, all portions of the ARE must be completed within 5 years. If all exams are not passed within the 5-year period, the earliest score is voided and the exam must be retaken.
- o) As of July 1, 2008, the ARE 4.0 examination shall consist of the following divisions:
 - 1) Programming Planning and Practice;
 - 2) Site Planning and Design;
 - 3) Building Planning and Construction Systems;
 - 4) Schematic Design;

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- 5) [Structural Systems;](#)
- 6) [Building Systems; and](#)
- 7) [Construction Documents and Services.](#)

- [pe](#)) As of January 1, 2011, any division passed prior to January 1, 2006 shall no longer remain valid if all remaining divisions have not been passed by January 1, 2014. Scores prior to January 1, 2006 will cease to be valid as of January 1, 2014. All scores must meet the NCARB "5-year Rolling Clock" requirements.
- [qp](#)) In 2010 NCARB changed the requirements for IDP 2.0 from IDP Training Units to IDP Training Hours. One Training Unit equals 8 hours of acceptable activity. One Training Hour is one hour of acceptable activity. [In March of 2010, the Test of English as a Foreign Language \(TOEFL\) and the Test of Spoken English \(TSE\) ceased to be offered as the TOEFL-iBT \(Internet Based Test\) was established and superseded this exam. While in effect, the TOEFL and TSE requirements were a minimum score of 550 or 213 for the computer-based test and the TSE was a minimum score of 50.](#)
- [re](#)) Pursuant to PA 98-288 (see 225 ILCS 305/13) effective August 9, 2013, acceptance of a pre-professional degree for licensure was extended to December 31, 2015.
- [sf](#)) On July 1, 2015, NCARB reduced the training requirements for IDP from 5600 Training Hours to the core Training Hours of 3740 for a professional degree. Illinois still required the 9360 Training Hours for the pre-professional degree through December 31, 2015. Through that date, an applicant could not sit for the ARE with a pre-professional degree before completing the IDP requirements of 9360 Training Hours.
- [ts](#)) The definition of a pre-professional degree, acceptable through December 31, 2015, had the following requirements:

The overall curriculum shall include a minimum of 120 semester hours or the equivalent and shall include at least the following subjects:

Advanced Mathematics – including calculus and analytical geometry – 8 hours

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Basic Sciences – 8 hours

Architectural Sciences – 16 hours

Architectural Design – 18 hours – which may include up to 6 hours of art or freehand drawing

Humanities/Social Studies – 12 hours

History of Architecture – 12 hours

- ut) On July 1, 2016 NCARB changed the name of the IDP to AXP (Architect Experience Program) and changed the definitions and requirements to 6 experience areas and 96 tasks. The minimum requirement for a professional degree is 3740 hours.
- vu) On November 1, 2016, NCARB introduced the new ARE 5.0. The ARE 4.0 will run concurrently with the 5.0 until 4.0 is phased out on June 30, 2018. Those applicants who started under 4.0 will have the choice of attempting to complete under 4.0 before June 30, 2018. Any applicant not completing the ARE 4.0 by June 30, 2018 will be transferred into the ARE 5.0 program, and the examinations will be converted by NCARB.

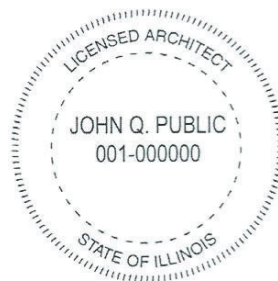
(Source: Amended at 46 Ill. Reg. 19600, effective November 23, 2022)

DEPARTMENT OF FINANCIAL AND PROFESSIONAL REGULATION

NOTICE OF ADOPTED AMENDMENTS

Section 1150.ILLUSTRATION A Architect Seal and Signature Requirements

- a) Every licensed architect shall have a reproducible seal, or facsimile, the print of which shall contain the name of the architect, the license number, and words "Licensed Architect, State of Illinois". The licensed architect shall affix the signature, current date, date of license expiration and seal to the first sheet of any bound set or loose sheets of technical submissions utilized as contract documents between the parties to the contract or contracts or prepared for the review and approval of any governmental or public authority having jurisdiction by that licensed architect or under that licensed architect's responsible control. The seal and dates may be electronically affixed. The licensee may provide, at his or her sole discretion, an original signature in the licensee's handwriting, a scanned copy of the document bearing an original signature, or a signature generated by a computer. The sheet of technical submissions on which the seal is affixed shall indicate those documents or parts of documents for which the seal shall apply (Section 14 of the Act).
- b) All technical submissions issued by an architectural firm, corporation, limited liability company, professional limited liability company or partnership are required to bear the corporate or assumed business name and design firm registration number, in addition to the seal requirements.
- c) The following is a suggested facsimile of the design and lettering of the seal:



signature

date

expires 11-30-____

DEPARTMENT OF FINANCIAL AND PROFESSIONAL REGULATION

NOTICE OF ADOPTED AMENDMENTS

(Source: Amended at 46 Ill. Reg. 19600, effective November 23, 2022)