

REGISTRATION OF ARCHITECTS IN NEW ZEALAND



PATHWAY ONE – RECOGNISED NEW ZEALAND/AUSTRALIAN QUALIFICATIONS (PLUS PRACTICAL EXPERIENCE)

This pathway is for applicants who hold a recognised New Zealand or Australian qualification in architecture, or an appropriate certificate indicating equivalency. Pathway One applicants must also meet practical experience requirements.

The application process requires the completion of the **initial application form** and the provision of evidence that the applicant holds a **recognised qualification** and meets the **experience requirements**.

Certified copies of applicants' degree certificates must be provided. Project Record Sheets (available on the Board's website) are required for recording and verifying practical experience. Project Record Sheets must be endorsed by the employer.

Qualifications Requirements

Pathway One applicants must hold one of the following qualifications.

New Zealand

University of Auckland - B.Arch
Victoria University of Wellington - B.Arch
Unitec - B.Arch

Australia

University of Canberra - B.Arch
University of Sydney - B.Arch
University of New South Wales - B.Arch
University of Technology, Sydney - B.Arch; DipTech [Arch]
University of Newcastle - B.Arch
Queensland University, - B.Arch, M Arch Studies – General Practice Stream
Queensland University of Technology - B.Arch; Grad Dip Arch; Dip Arch
University of Adelaide - B.Arch¹
University of South Australia - B.Arch; DipTech [Arch]
University of Tasmania - B.Arch
University of Melbourne - B.Arch
Royal Melbourne Inst. of Technology - B.Arch; Assoc & Fellowship Dips in Arch
Deakin University - B.Arch
University of Western Australia - B.Arch
Curtin University of Technology - B.Arch; Assoc in Arch

Or:

AERB – Special Certificate
NZRAB – Equivalency Certificate (See Pathways Four and Five)

¹ Those who between 1984 and 1985 completed the B Arch course, which embodied the B Arch Studies course, must also obtain from the school a certificate that additional study in architectural practice has been completed.

Pathways to Registration are subject to alteration and change without notice.

Practical Experience Requirements

Applicants must have relevant work experience of not less than 140 weeks. The following requirements apply:

1. Of the 140 weeks practical experience, 95 weeks must be subsequent to obtaining a recognised qualification ie from the date the degree is issued.
2. Experience periods must be not less than four consecutive weeks.
3. At least 45 weeks must be spent under the direction of a Registered Architect in New Zealand or Australia.
4. The closing date for practical experience is the date the application is made.
5. Up to 45 weeks practical experience may be gained working in other sections of the building industry, or while self-employed. Suitable employment would include working with a construction firm, sub-trade, interior designer, quantity surveyor, town planner, urban designer, or structural or services engineer.
6. Post-graduate study or research of up to 45 weeks may be considered as practical experience.
7. For overseas experience, other than in Australia, to be included, applicants' overseas employers must provide references stating the period of employment.

Practical Experience Assessment

Part of the Pathway One assessment procedure is a Practical Experience Assessment, which takes the form of a face-to-face professional conversation between the applicant and two or three Assessors.

The objective of the Practical Experience Assessment is to ensure that the applicant is capable of practising architecture, including as a sole practitioner, with skill and care, in conformity with the standard of the practice of architecture in New Zealand.

The following details apply.

1. The discussion takes no longer than 3 hours in duration. The applicant needs to carefully manage the time.
2. In the discussion, the applicant leads the Assessors through his or her case studies, explaining the projects, the applicant's role within them, and how this indicates that the applicant meets the minimum standards for registration.
3. It is expected that the applicant will be able to explain the case studies in no more than two hours, leaving adequate time for the Assessors to discuss various aspects of the case studies.
4. If the Assessors feel that the projects do not adequately address any of the standards, they may pose questions of a more theoretical or hypothetical nature. This may include asking the applicant to sketch typical construction details.
5. In some instances there may be an observer or trainee assessor present. They are not part of the assessment process.

Case Study Requirements

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1. It is recommended that every applicant present a minimum of two and a maximum of three case studies. Case studies are to be presented in standard NZ English. Applicants who have English as a second language should consider having their case studies proof read for spelling and grammar.
2. The case studies must cover projects with which the applicant has had a close personal involvement for as much of the period of the project as possible.
3. The case studies must NOT duplicate the minimum standard topics (See Case Study Requirement 8 below). That is, the case studies must in total cover the range of topics only once.
4. Two copies of the case studies are to be provided for the Assessors.
5. Each copy of a case study must be provided in (and not exceed) a hard body foolscap filing box as shown below. This is to make sure that the contents are protected in transit.



6. The applicant must prepare and bring a third copy of each of the case studies to the interview. One copy of the case study material will be returned to the applicant at the time of the interview. The other copy will not be returned and will be destroyed once application results are finalised.
7. If, when case studies are first received, a preliminary review indicates more information is required, applicants will be advised before the interview.
8. The following requirements should be adhered to:
 - a) Case studies are to be A4 portrait shape, and spiral bound.
 - b) Plans must be legible and bound together in a single group for each case study, and must be able to be folded into the file boxes.
 - c) The A4 case study reports shall have coloured card dividers with thumb tabs to identify sections within.
 - d) All pages must be consecutively numbered.
 - e) Each case study must start with a comprehensive contents page, referring to the page numbered sections.
 - f) Each case study must have a brief précis of the project, describing the works, the project delivery process and the applicant's role.

- g) The body of the case study must consist of sections leading chronologically through the project, each section having a written commentary and examples of typical documents relevant to each stage. In each case this must include an explanation of how the applicant has met the relevant [Minimum Standard for Registration as a Registered Architect](#) and the applicant's own analysis of that stage of the work, including observations on how the process could have been improved.
- h) As per those minimum standards, the case studies must indicate experience in:
 - A. project initiation and pre-design
 - B. design stages
 - C. project review and communication
 - D. detailed design
 - E. contract documentation and procurement
 - F. contract administration and observation
 - G. statutory requirements
 - H. practice conduct and office management.
- i) The applicant should also be able to discuss professional conduct and have a good understanding of the [Code of Minimum Standards of Ethical Conduct for Registered Architects](#).
- j) There must be a separate guide in tabular form, showing which of the case studies covers the Board's minimum standards for registration. Provide two copies of this guide.
- k) The case studies should **not** include standard documents such as the Standard Conditions of Contract, but should include details specific to the project, such as Specific Conditions of Contract. Case studies will not be assessed by weight, but there must be sufficient examples of the most important documents, such as the contracts between parties, for the Assessors to get a detailed picture of the contractual relationships that were involved.
- l) If the applicant has not had a personal involvement with some part or stage of a project, this must be clearly indicated in the case study and this stage should only be briefly described, without documents.

The process following the professional conversation

1. The Assessors attend a moderation meeting shortly after the assessments are completed.
2. The Board determines which applicants will be registered.
3. Applicants are advised in writing of their success or otherwise.
4. Applicants who have not been successful will be advised of their right to request a review of the assessment procedure under the Registered Architects Rules 2006, Part 2 (sub part 5, rule 35)¹, and also their right to appeal the

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Board's decision to the District Court under Part 2 section 38 (1) (a) of the Registered Architects Act 2005.

¹The fee for the review of the assessment procedure is \$843.75 incl GST.