



PATHWAY TWO – RECOGNISED OVERSEAS REGISTRATON (EXCLUDING AUSTRALIA)

This pathway is for applicants who are currently registered as Architects in jurisdictions recognised by the New Zealand Registered Architects Board (NZRAB), other than New Zealand or Australia.

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

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.

Recognised Registrations

The following architectural registrations other than in New Zealand or Australia are recognised by the NZRAB.

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| Canada | Provincial registration recognised by the National Council of Architectural Registration Boards (NCARB) |
| South Africa | South African Council for the Architectural Profession (SACAP) |
| United Kingdom | Architects Registration Board (ARB) |
| United States of America | State registration recognised by the National Council of Architectural Registration Boards (NCARB) |

Practical Experience Requirements

Applicants are required to:

1. Complete 45 weeks of practical experience in New Zealand under the direction of a Registered Architect.
2. Submit a curriculum vitae with a record of all their practical work experience.
3. Supply Project Record Sheets (available on the Board's website) of the required 45 weeks of practical experience in New Zealand, or other evidence as to how they have acquired knowledge and experience of the relevant building and compliance legislation, systems of building, including earthquake requirements and the practice of architecture applying in New Zealand. All project record sheets must be endorsed by the employer.
4. Present a case study or studies that demonstrate familiarity with the [Minimum Standards for Registration as a Registered Architect](#) in New Zealand.

Practical Experience Assessment

Part of the Pathway Two 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 Interview 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 practice of architecture in New Zealand.

The following details apply.

1. The discussion takes a minimum of two hours.
2. In the discussion, the applicant leads the Assessors through his or her case study, explaining the projects, the applicant's role within them, and how this indicates that the applicant meets the minimum standards for registration.
3. The conversation will focus on the "domain specific" elements of architectural work, that is, the physical and social environment, the legal framework, typical contracts, construction processes and techniques specific to New Zealand.
4. The Assessors will ask questions relating to the case study and projects as the presentation proceeds. If they feel that the case study and 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 present. They are not part of the assessment process.

Case Study Requirements

1. Every applicant shall present at least two case studies and up to a maximum of three case studies. Case studies are to be presented in standard NZ English
2. The case study must cover a project with which the applicant 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 Requirements 8h below). That is the case studies must in total cover the range of topics only once.
4. Two copies of the case study are to be provided for the assessors.
5. Each copy of the case study must be provided in (and not exceed) a hard body foolscap filing box. This is to make sure that the contents are protected in transit.



6. The applicant must prepare and bring a third copy of the case study 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 the case study is 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) The case study is 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) A4 reports shall have coloured card dividers with thumb tabs to identify sections within.
 - d) All pages must be consecutively numbered.
 - e) The case study must start with a comprehensive contents page, referring to the page numbered sections.
 - f) The 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 Standards 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 study 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 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 study 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 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.