

ARE YOU READY TO TAKE THE
ARCHITECT REGISTRATION EXAMINATION® (A.R.E.®)?

**INFORMATION & INSTRUCTIONS
APPLICANTS FOR THE ARCHITECTS REGISTRATION EXAMINATION**

1. **Kentucky ARE® Application Form, No. 101**
2. **Kentucky Statutes and Administrative Regulations.**
 - a. KRS 323 (<https://apps.legislature.ky.gov/law/statutes/chapter.aspx?id=38849>)
 - b. 201 KAR Chapter 19 (<https://apps.legislature.ky.gov/law/kar/TITLE201.HTM>- go to Chapter 19)
3. NCARB'S – **CERTIFICATION GUIDELINES** (July, 2018 edition)
4. NCARB'S **Architect Registration Examination (ARE®) 5.0 GUIDELINES** (February, 2019 Edition)
5. NCARB's **Architectural Experience Program (AXP) Guidelines** (January, 2019 edition)
6. NCARB's **Education Standard** (December, 2018 edition)

FOR QUALIFICATIONS FOR ADMISSION TO THE EXAMINATION:
REFER TO **201 KAR 19:035** OF THE ADMINISTRATIVE REGULATIONS.

1. Applicants shall hold a degree in architecture from a degree program that has been accredited by the National Architectural Accrediting Board (NAAB) no later than two years after termination of enrollment.
2. Applicants **must** apply to the National Council of Architectural Registration Boards, (NCARB), to enroll in the Architectural Experience Program (AXP) to compile a Council Record documenting your qualifications. The Record generally will include:
 - A. Transcript(s) of completed higher education activities, including all NAAB accredited programs.
 - B. Employment Verifications.
 - C. Architect References.
 - D. AXP (or IDP) Evaluation.

Note: AXP was formerly referred to as the Intern Development Program (IDP)

3. Applicants are required to have a NAAB accredited degree in architecture and enrolled in NCARB's AXP.

NCARB will supply you with the required forms needed for this process, and will prepare a Record which will complete the major part of your needs for Council certification and licensing in other states after passing the examinations and being registered in Kentucky. The NCARB required AXP enrollment verification, must be in this office to complete your application file before admission to the ARE® examination process. It is your responsibility to have NCARB transmit the required record to Kentucky.

SUBMITTAL OF APPLICATION TO THE KENTUCKY BOARD OFFICE

1. Submit completed Kentucky Application Form 101 with recent, clear, passport type, color photograph.
2. Submit with the application, an application fee in the amount of \$100.00.

Upon the completed review of your Kentucky application, and NCARB record, you will be notified of acceptance and given the information needed to proceed with scheduling your, ARE® exams. Your eligibility will be valid for three years. It is your responsibility to keep your eligibility current and notify this office of address, phone or email changes.

Application fees cannot be returned. However, if you are not accepted, your application fee remains valid for three years, with no additional cost except for the actual cost you pay to take the selected divisions of the A.R.E.

Please visit our KY Board of Architects Payment portal to Remit Payment and Application at:

<https://secure.kentucky.gov/formservices/BOA/PaymentPortal>

If you have any questions, please contact the Board Office at 859/246-2069 at your convenience.