

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 ( <http://www.lrc.ky.gov/KRS/323-00/CHAPTER.HTM> )
  - b. 201 KAR Chapter 19 (<https://apps.legislature.ky.gov/law/kar/titles/201/019/>)
3. NCARB'S – **CERTIFICATION GUIDELINES** (July, 2022 edition)
4. NCARB'S **Architect Registration Examination (ARE®) 5.0 GUIDELINES** (September, 2024 edition)
5. NCARB's **Architectural Experience Program (AXP) Guidelines** (May, 2024 edition)
6. NCARB's **Education Guidelines** (December, 2023 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) not 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 with a NAAB accredited degree in architecture and enrolled in NCARB's AXP are required to have satisfied 1,880 training hours of the National Council of Architectural Registration Boards, (NCARB) Intern Development Program (IDP) training requirements as verified in writing by the NCARB record evaluation process.

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 training hours verification or your completed AXP/IDP Record 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 of \$100.00, on-line at our [KY BOA payment portal](#) or by certified check made payable to the KENTUCKY STATE TREASURER.

Upon successful completion of the evaluation of your Kentucky application and NCARB record, you will be notified of acceptance and given the information to proceed with making appointment to sit for the computer administered ARE®. 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.

### ***SUBMIT YOUR APPLICATION AND APPLICATION FEE TO:***

**The KY Board of Architects Payment Portal**  
**or at**  
**Kentucky Board of Architects**  
**155 East Main Street, Suite 300**  
**Lexington KY 40507**

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