



# Education Guidelines

July 2014

© 2014 National Council of Architectural Registration Boards (NCARB)

This document provides a general overview of the education requirement for NCARB certification, and explains how architects who do not hold a professional degree in architecture from a program accredited by the National Architectural Accrediting Board (NAAB) can satisfy this requirement.

This document, effective July 2014, supersedes all previous editions of the NCARB Education Standard. Please check NCARB's website, [www.ncarb.org](http://www.ncarb.org), regularly for updates to this publication and for the most current information regarding the NCARB Education Standard and the education requirement for NCARB certification.



INTRODUCTION

CONTENTS

EDUCATION  
OVERVIEW

SATISFYING  
THE EDUCATION  
REQUIREMENT

BEA

FOREIGN-  
EDUCATED  
APPLICANTS

EESA

THE NCARB  
EDUCATION  
STANDARD

RESOURCES

- INTRODUCTION
- CONTENTS
- EDUCATION OVERVIEW
- SATISFYING THE EDUCATION REQUIREMENT
- BEA
- FOREIGN-EDUCATED APPLICANTS
- EESA
- THE NCARB EDUCATION STANDARD
- RESOURCES

**Education Overview ..... 4**

- The NCARB Certificate..... 5
- The NCARB Education Requirement..... 5
- The NCARB Education Standard..... 6
- Registration Requirements in Each Jurisdiction..... 6

**Satisfying the Education Requirement for NCARB Certification ..... 7**

- Alternative Ways to Satisfy the NCARB Education Requirement for Certification..... 8

**The Broadly Experienced Architect (BEA) Program ..... 9**

- Steps to Certification for BEA Applicants..... 10
- Step 1: Start an NCARB Record ..... 10
  - ▶ Request Transcripts..... 11
  - ▶ Document Your Experience..... 11
  - ▶ Verify Your Examination and Registration History ..... 11
- Step 2: Determine BEA Eligibility ..... 12
- Step 3: EESA-NCARB Education Evaluation..... 12
- Step 4: Satisfy Education Deficiencies..... 12
  - ▶ Additional Education..... 12
  - ▶ Prepare an Education Dossier ..... 12
  - ▶ Submit Your Education Dossier for Review..... 13
- Step 5: Final Evaluation of Your NCARB Record and Certification..... 13

**Foreign-Educated Applicants for Certification ..... 14**

- Steps to Certification for Foreign-Educated Applicants..... 15
- Step 1: Start an NCARB Record ..... 15
- Step 2: Obtain an EESA-NCARB Education Evaluation..... 16
- Step 3: Document Your Experience ..... 16
- Step 4: Verify Your Registration and Examination History..... 17
- Step 5: Final Evaluation of Your NCARB Record and Certification.... 17

**The Education Evaluation Services for Architects ..... 18**

- The EESA-NCARB Education Evaluation..... 19
- When an EESA-NCARB Education Evaluation is Required..... 19
- The EESA-NCARB Education Evaluation Process ..... 20
- Ways to Satisfy Your Education Deficiencies..... 20
- Applying for the EESA-NCARB Education Evaluation..... 21
- Request for Reconsideration of an EESA-NCARB Education Evaluation Report..... 21
- Appeal of a Denial of a Request for Reconsideration of an EESA-NCARB Education Evaluation Report..... 22

**The NCARB Education Standard ..... 23**

1. General Education Requirement..... 25
2. History and Theory, Human Behavior, and Environment Requirement..... 26
3. Technical Systems Requirement..... 27
4. Practice Requirement..... 29
5. Design Requirement..... 30
6. Elective Subjects..... 31

**Resources ..... 32**

# Education Overview

This publication provides an overview of the requirements for NCARB certification and explains how to satisfy the education requirement.

INTRODUCTION

CONTENTS

EDUCATION OVERVIEW

SATISFYING THE EDUCATION REQUIREMENT

BEA

FOREIGN-EDUCATED APPLICANTS

EESA

THE NCARB EDUCATION STANDARD

RESOURCES

The NCARB Certificate .....	5
The NCARB Education Requirement.....	5
The NCARB Education Standard.....	6
Registration Requirements in Each Jurisdiction .....	6



- INTRODUCTION
- CONTENTS
- EDUCATION OVERVIEW
- SATISFYING THE EDUCATION REQUIREMENT
- BEA
- FOREIGN-EDUCATED APPLICANTS
- EESA
- THE NCARB EDUCATION STANDARD
- RESOURCES

## THE NCARB CERTIFICATE

An NCARB Certificate provides verification that you have met the national professional standards established by [NCARB's Member Boards](#) responsible for protecting the health, safety, and welfare of the public. It also facilitates reciprocal registration in U.S. and Canadian jurisdictions outside of where you are initially registered.

To obtain an NCARB Certificate, you must be of good character and satisfy the education, experience, examination, and registration requirements.

### Education Requirement

The education requirement is a professional degree in architecture from a program accredited by NAAB or CACB. Program accreditation must have occurred not more than two years after your graduation or a program that has retained its accreditation without revocation, for two years or less before your graduation. A professional degree in architecture certified by the CACB from a Canadian university also meets the education requirement. There are two alternative ways to satisfy the education requirement for NCARB certification:

- > Satisfy the requirements as specified in the [Broadly Experienced Architect \(BEA\) Program](#); or
- > Hold a degree in the field of architecture that is not accredited by NAAB or CACB, and obtain an EESA-NCARB Education Evaluation report stating that you have satisfied the [NCARB Education Standard](#).

### About NCARB

The National Council of Architectural Registration Boards, a nonprofit organization, is the federation of the architectural licensing boards in each of the 50 states, the District of Columbia, Guam, Puerto Rico, and the U.S. Virgin Islands. These 54 boards constitute NCARB's membership.

NCARB's mission is to protect the health, safety, and welfare of the public through effective regulation and exemplary service. NCARB is responsible for establishing, interpreting, and enforcing national standards for architectural licensure. The U.S. Constitution has established that the individual states have the actual power to regulate the profession of architecture, including the registration of practitioners. Each of NCARB's 54 Member Boards has instituted a set of registration requirements that, when satisfied, results in the granting of a license to practice architecture within its jurisdiction.

As part of its service to Member Boards and architects, NCARB verifies and maintains a record of an applicant's education, experience, examinations, and registrations. This information, when compiled, becomes an [NCARB Record](#). If an applicant meets the NCARB requirements for character, education, training, examination, and registration by a Member Board, an NCARB Certificate is granted if requested.

### About NAAB

[The National Architectural Accrediting Board \(NAAB\)](#) establishes the criteria by which professional degree programs in architecture in the United States are evaluated, and accredits programs that meet those standards. NAAB also administers the [Education Evaluation Services for Architects \(EESA\)](#) program on NCARB's behalf. NAAB and NCARB are collateral organizations; however, NAAB is an independent organization and is not affiliated with any architectural registration board.

Since most state registration boards in the United States require applicants for registration to have graduated from a NAAB-accredited or CACB/CCCA-accredited program, obtaining such a degree is an essential aspect of preparing to become an architect. While graduation from a NAAB-accredited or CACB/CCCA-accredited program does not assure registration, the accrediting process is intended to verify that each accredited program substantially meets those standards that, as a whole, comprise an appropriate education for an architect.

### About CACB/CCCA

[Canadian Architectural Certification Board/Conseil canadien de certification en architecture \(CACB/CCCA\)](#) establishes the criteria by which professional degree programs in architecture in Canada are evaluated, and accredits programs that meet those standards.

- INTRODUCTION
- CONTENTS
- EDUCATION OVERVIEW
- SATISFYING THE EDUCATION REQUIREMENT
- BEA
- FOREIGN-EDUCATED APPLICANTS
- EESA
- THE NCARB EDUCATION STANDARD
- RESOURCES

## Experience Requirement

- > Complete the [Intern Development Program \(IDP\)](#) as specified in the [IDP Guidelines](#); or
- > Satisfy the alternate requirements as specified in the [Certification Guidelines](#).

## Examination Requirement

- > Pass all divisions of the [Architect Registration Examination® \(ARE®\)](#); or
- > Pass the licensing exam that was in effect at the time you earned your initial license to practice architecture, as described in the.

## Registration Requirement

- > Hold a current registration to practice architecture issued by an NCARB Member Board or Canadian provincial association.

## How will the NCARB Certificate help my career?

An NCARB Certificate means you have met the national professional standards established by the Member Boards responsible for protecting the health, safety, and welfare of the public. The Certificate also facilitates reciprocal registration in other jurisdictions. This will give you greater mobility to seek work wherever you like. Even if your work interests center solely on projects within the jurisdiction where you are registered, your NCARB Certificate will give you a competitive edge—you'll be prepared to meet all your current clients' needs if they decide to move or expand across state lines.

In addition, many architectural firms consider certification an important factor in hiring and promotion because they know that an architect with an NCARB Certificate provides the firm with greater flexibility when pursuing opportunities outside their jurisdiction.

## THE NCARB EDUCATION STANDARD

The [NCARB Education Standard](#) is an approximation of the requirements of a professional degree from a NAAB-accredited degree program. It includes general studies, professional studies, and electives, which together comprise a liberal education in architecture. A detailed description of the subject areas and the number of semester credit hours required in each subject area are available in the [NCARB Education Standard](#).

## REGISTRATION REQUIREMENTS IN EACH JURISDICTION

Each [NCARB Member Board](#) sets its own education, experience, and examination requirements for initial and reciprocal registration in its jurisdiction. Most Member Boards require a professional degree in architecture from a NAAB- or CACB/CCCA-accredited program. You can get an overview of each jurisdiction's registration requirements on [NCARB's website](#). However, registration requirements including reciprocal registration requirements may change. It is always advisable to check with the [individual board](#) to verify registration and practice requirements.

# Satisfying the Education Requirement for NCARB Certification

Before you receive your NCARB Certificate, you must satisfy the NCARB education requirement. This section details the primary means to satisfy that requirement, as well as two alternatives.

Alternative Ways to Satisfy the NCARB Education Requirement for Certification .....8



- INTRODUCTION
- CONTENTS
- EDUCATION OVERVIEW
- SATISFYING THE EDUCATION REQUIREMENT
- BEA
- FOREIGN-EDUCATED APPLICANTS
- EESA
- THE NCARB EDUCATION STANDARD
- RESOURCES

- INTRODUCTION
- CONTENTS
- EDUCATION OVERVIEW
- SATISFYING THE EDUCATION REQUIREMENT
- BEA
- FOREIGN-EDUCATED APPLICANTS
- EESA
- THE NCARB EDUCATION STANDARD
- RESOURCES

You have satisfied the education requirement for NCARB certification if:

- > You hold a professional degree in architecture from a program accredited by [NAAB](#) or [CACB/CCCA](#) no later than two years after graduation;
- > You hold a professional degree in architecture from a program that retained its accreditation, without revocation, to a time two years or less before your graduation;
- > You hold a professional degree in architecture, certified by the CACB/CCCA, from a Canadian university; or
- > Your EESA-NCARB education evaluation report indicates satisfaction of the NCARB Education Standard.

A professional degree may be a Bachelor of Architecture, a Master of Architecture, or a Doctor of Architecture. For a list of accredited programs click [here](#).

Pre-professional degrees in architectural studies, non-NAAB-accredited post-professional Master of Architecture degrees, and post-professional degrees in related fields do not satisfy the education requirement for NCARB certification.

A professional degree in architecture from a NAAB- or CACB/CCCA-accredited program satisfies the education requirement for initial and reciprocal registration in most U.S. and Canadian jurisdictions.

## ALTERNATIVE WAYS TO SATISFY THE NCARB EDUCATION REQUIREMENT FOR CERTIFICATION

If you do not have a professional degree in architecture from a NAAB- or CACB/CCCA-accredited program, there are two alternative ways to satisfy the education requirement for NCARB certification.

### The Broadly Experienced Architect Program

If you hold a current registration to practice architecture issued by an NCARB Member Board and meet specific eligibility requirements, you may be able to satisfy the NCARB education requirement for certification through the [Broadly Experienced Architect \(BEA\) Program](#).

### Foreign-Educated Applicants

If you have a professional degree in architecture from a country other than the United States or Canada and your degree meets the requirements for licensure in that country, you must have your education evaluated through the [Education Evaluation Services for Architects \(EESA\)](#). If your EESA-NCARB Education Evaluation report indicates that your education meets the [NCARB Education Standard](#), you will have satisfied the NCARB education requirement for certification. If your EESA-NCARB Education Evaluation report determines that your education does not meet

the [NCARB Education Standard](#), you will be required to fulfill the deficiencies stated in your evaluation in order to satisfy the NCARB education requirement for certification.

If you are an architect licensed in a country other than the United States or Canada, you may qualify for NCARB certification through the [Broadly Experienced Foreign Architect \(BEFA\) Program](#). Visit our website for more information about the [BEFA Program](#).

# The Broadly Experienced Architect (BEA) Program

The BEA Program allows applicants with the required years of architectural practice in a U.S. jurisdiction to demonstrate through education and/or architectural practice experience satisfaction of the requirements of the NCARB Education Standard as an alternative to the education requirement for NCARB certification.

- INTRODUCTION
- CONTENTS
- EDUCATION OVERVIEW
- SATISFYING THE EDUCATION REQUIREMENT
- BEA
- FOREIGN-EDUCATED APPLICANTS
- EESA
- THE NCARB EDUCATION STANDARD
- RESOURCES

- Steps to Certification for BEA Applicants ..... 10
- Step 1: Start an NCARB Record ..... 10
  - Request Transcripts..... 11
  - Document Your Experience..... 11
  - Verify Your Examination and Registration History..... 11
- Step 2: Determine BEA Eligibility ..... 12
- Step 3: EESA-NCARB Education Evaluation ..... 12
- Step 4: Satisfy Education Deficiencies ..... 12
  - Additional Education ..... 12
  - Prepare an Education Dossier ..... 12
  - Submit Your Education Dossier for Review..... 13
- Step 5: Final Evaluation of Your NCARB Record and Certification ..... 13



- INTRODUCTION
- CONTENTS
- EDUCATION OVERVIEW
- SATISFYING THE EDUCATION REQUIREMENT
- BEA**
- FOREIGN-EDUCATED APPLICANTS
- EESA
- THE NCARB EDUCATION STANDARD
- RESOURCES

## STEPS TO CERTIFICATION FOR BEA APPLICANTS

If you do not hold a professional degree in architecture from a NAAB-accredited program you may be able to meet the requirements of the [NCARB Education Standard](#) through the [BEA Program](#).

The time required to complete the BEA Program varies. You should expect the compilation of your NCARB Record to take three to six months. If you require an EESA-NCARB Education Evaluation, you must first establish and compile an NCARB Record (see [page 18](#)).

### STEP 1: START AN NCARB RECORD

Go to [www.ncarb.org](http://www.ncarb.org) and click “Create New Account.” Skip to the new account information and enter the required fields. Verify your account.

Once you are logged into “[My NCARB](#),” add the NCARB Record service. Fill out all of the required information, including the payment method.

If you are interrupted or need additional information to complete the application, you can save the information and return later to complete the process.

Once you click “Submit,” you will receive two e-mails. The first e-mail will confirm acceptance of your payment. The second e-mail will assign your NCARB Record number and provide further instructions.

In order to establish an NCARB Record, you must complete the application and submit payment. You will not receive your NCARB Record number until you have completed the application including payment.

If you already have an NCARB Record, please check your status by accessing your Record online [here](#).

If you need assistance, you may contact NCARB Customer Service via e-mail at [customerservice@ncarb.org](mailto:customerservice@ncarb.org) or by telephone at 202/879-0520, Monday through Friday, 8:30 a.m. to 5:30 p.m. Eastern Time. Letters may be addressed to NCARB Customer Service at 1801 K Street, NW, Suite 700K, Washington, DC 20006.

## Fees for the Broadly Experienced Architect Program

**New Certificate Application Fee:** \$1,500

### New BEA Fee Structure:

Subject Area Fee Design	\$3,500
Technical Systems	\$1,285
History and Theory	\$750
Practice	\$500
General Education	\$500

**Maximum Total:** **\$5,000**

### EESA Evaluation:

This fee is charged by and paid directly to NAAB. Please visit the [EESA website](#) for more information.

Please confirm current fees on our website at <http://www.ncarb.org/BEA/Fees>. Applicants must meet the current requirements including fees at the time of dossier submission.

- INTRODUCTION
- CONTENTS
- EDUCATION OVERVIEW
- SATISFYING THE EDUCATION REQUIREMENT
- BEA
- FOREIGN-EDUCATED APPLICANTS
- EESA
- THE NCARB EDUCATION STANDARD
- RESOURCES

▶ **Request Transcripts**

Download and mail the transcript request form and any fee to your school(s). The school must submit your transcript directly to NCARB. NCARB will only accept an official transcript submitted by the school.

▶ **Document Your Experience**

Document your experience to satisfy the [Intern Development Program \(IDP\)](#) requirement or alternative requirements as specified in the [Certification Guidelines](#) using the [online reporting system](#) system. The architect who supervised you at the time you completed the experience must approve your experience reports. Supervisors are strongly encouraged to approve reports electronically as it is the most efficient way to submit information to NCARB. You may also satisfy the training requirement by fulfilling one of the alternatives to the IDP training requirement specified in the [Certification Guidelines](#). Please note that formal completion of the IDP is the nationally recognized standard for satisfaction of the training requirement. Using an alternative method to satisfy the training requirement may not be accepted for reciprocal registration by all Member Boards.

▶ **Verify Your Examination and Registration History**

NCARB must receive a Certification of Registration and Examination History report from the registration board where your exam history is held, as well as from all state and provincial boards where you hold an active registration. This report verifies that you have met the NCARB examination and registration requirements for certification. NCARB will send a form requesting the report directly to the registration board unless the registration board requires a fee to complete the report. If a fee is required, we will send the report request form to you so that you can send it to the board with the required fee.

If you are a U.S. or Canadian registered architect documenting your experience to satisfy the IDP experience requirement for NCARB certification, the [reporting requirements](#) do not apply to you. This rule is only applicable to interns documenting their experience to fulfill the IDP experience requirement for initial registration in the United States.

**What's the difference between the BEA Program and the Broadly Experienced Foreign Architect (BEFA) Program?**

The [BEA Program](#) provides a way for architects who do not hold a professional degree in architecture from a NAAB- or CACB/CCCA-accredited program to fulfill the NCARB education requirement for certification by demonstrating learning through experience as a registered architect. The [BEFA Program](#) provides a way for architects registered in a country other than the United States and Canada to receive NCARB certification by demonstrating seven years of comprehensive, unlimited practice in the country in which they hold registration. Visit our website for more information about the [BEA Program](#) and [BEFA Program](#).

- INTRODUCTION
- CONTENTS
- EDUCATION OVERVIEW
- SATISFYING THE EDUCATION REQUIREMENT
- BEA
- FOREIGN-EDUCATED APPLICANTS
- EESA
- THE NCARB EDUCATION STANDARD
- RESOURCES

## STEP 2: DETERMINE BEA ELIGIBILITY

To be eligible for the [BEA Program](#), you must hold a current registration from a U.S. jurisdiction and have architectural experience as a registered architect over a prescribed number of years:

- > Six years if you hold a pre-professional degree in architecture awarded by a U.S. regionally accredited institution or the Canadian equivalent; or
- > Eight years if you hold any other baccalaureate or higher degree; or
- > 10 years if you do not hold a post-secondary baccalaureate or higher degree.

## STEP 3: OBTAIN AN EESA/NCARB EDUCATION EVALUATION

If you have 64 semester credit hours (or 96 quarter credit hours) or more of post-secondary education, you will need an EESA-NCARB Education Evaluation. If your education does not meet the [NCARB Education Standard](#), then the EESA-NCARB Education Evaluation report will indicate specific areas in which your education is deficient. You have met the education requirement for certification if your EESA-NCARB report states that you have met the NCARB Education Standard.

If you have fewer than 64 semester credit hours (or 96 quarter credit hours) of post-secondary education, you do not need an EESA-NCARB Education Evaluation, but must satisfy all subject areas of the NCARB Education Standard.

## STEP 4: SATISFY EDUCATION DEFICIENCIES

There are two ways to satisfy your education deficiencies; additional education and/or submission of an education dossier.

### ▶ Additional Education

Applicants may also take additional courses to satisfy education deficiencies (see page 18 for information on satisfying education deficiencies through additional education).

An education dossier is distinct from a professional portfolio of work in that it is demonstration of learning through experience rather than documentation of professional qualifications.

### ▶ Prepare an Education Dossier

If your EESA-NCARB Education Evaluation identified deficiencies, and you choose to submit an Education Dossier, you must show how you have gained learning through experience as a registered architect in order to satisfy your education deficiencies. If you were not required to obtain an education evaluation, your education dossier must demonstrate learning through experience in all subject areas to meet the [NCARB Education Standard](#). NCARB will send you a detailed description of the required format and instructions for submitting your education dossier as soon as your EESA-NCARB Education Evaluation is completed and your eligibility is confirmed. If you are not required to obtain an EESA-NCARB Education Evaluation, NCARB will send you dossier preparation information once your eligibility for the BEA Program has been confirmed.

You are not required to submit an education dossier if your EESA-NCARB Education Evaluation report:

- > identified no deficiencies;
- > identified only general education deficiencies, and you hold a baccalaureate degree from a U.S. regionally accredited institution of higher learning;
- > identified deficiencies that you subsequently satisfied through additional education.

- INTRODUCTION
- CONTENTS
- EDUCATION OVERVIEW
- SATISFYING THE EDUCATION REQUIREMENT
- BEA
- FOREIGN-EDUCATED APPLICANTS
- EESA
- THE NCARB EDUCATION STANDARD
- RESOURCES

## ▶ Submit Your Education Dossier for Review

Submit your education dossier to NCARB. If your dossier meets the format and submission requirements, it will be sent to the BEA Committee for review. Submission dates for dossiers can be found at [www.ncarb.org/BEA/Dossier](http://www.ncarb.org/BEA/Dossier). If your dossier does not meet format and submission requirements it will be returned to you for revision. The format review fee is applied to submit a revised dossier.

The BEA Committee will determine if you have adequately addressed your education deficiencies. The committee will also verify your role and responsibility for all documentation and information in your dossier. You do not participate in the dossier review.

NCARB will inform you of the dossier review results within four weeks of committee review.

If your dossier is approved, you will have satisfied the requirements of the BEA Program.

If your dossier is not approved, you may satisfy your education deficiencies by submitting a new dossier, by taking additional preapproved courses as described in the [NCARB Education Standard](#), or by completing a NAAB-accredited degree.

## STEP 5: FINAL EVALUATION OF YOUR NCARB RECORD AND CERTIFICATION

After the BEA Committee has determined that you have demonstrated learning through experience by meeting the requirements of the [NCARB Education Standard](#) you will be recommended for certification. Your [NCARB Record](#) will go through a final evaluation to ensure that all necessary information has been provided and all requirements have been met. If any information is missing, you will need to send it to NCARB before you are approved for an NCARB Certificate. Once all the required information has been received and verified, your NCARB Certificate will be issued.

Requirements for reciprocal registration vary between jurisdictions and not all jurisdictions accept an NCARB Certificate issued through satisfaction of the education requirement through the [Broadly Experienced Architect Program](#). You should confirm specific requirements for reciprocal licensure directly with the individual registration board where you would like to be registered.

Results of your dossier review will be sent to you by mail, with an electronic copy of the letter sent via e-mail. No results will be conveyed by phone.

There are several dossier submission dates each year. Current submission dates are available on the [NCARB website](#).

# Foreign-Educated Applicants for Certification

If you have a professional degree in architecture from a country other than the U.S. or Canada, you may be able to satisfy the NCARB education requirement for certification by having your education evaluated through the [Education Evaluation Services for Architects \(EESA\)](#).

- INTRODUCTION
- CONTENTS
- EDUCATION OVERVIEW
- SATISFYING THE EDUCATION REQUIREMENT
- BEA
- FOREIGN-EDUCATED APPLICANTS
- EESA
- THE NCARB EDUCATION STANDARD
- RESOURCES

- Steps to Certification for Foreign-Educated Applicants .....15
- Step 1: Start an NCARB Record .....15
- Step 2: Obtain an EESA-NCARB Education Evaluation .....16
- Step 3: Document Your Experience .....16
- Step 4: Verify Your Registration and Examination History .....17
- Step 5: Final Evaluation of Your NCARB Record and Certification .....17



- INTRODUCTION
- CONTENTS
- EDUCATION OVERVIEW
- SATISFYING THE EDUCATION REQUIREMENT
- BEA
- FOREIGN-EDUCATED APPLICANTS
- EESA
- THE NCARB EDUCATION STANDARD
- RESOURCES

## STEPS TO CERTIFICATION FOR FOREIGN-EDUCATED APPLICANTS

This section outlines the steps you need to take to fulfill the education requirement for NCARB certification if you are a foreign-educated applicant.

If you have a professional degree in architecture from a country other than the United States or Canada and are licensed to practice architecture in a foreign country, and have demonstrated a minimum of seven years of comprehensive, unlimited practice, you may seek NCARB certification through the [Broadly Experienced Foreign Architect \(BEFA\) Program](#). Visit our [website](#) for more information about the [BEFA Program](#). Or, you may seek NCARB certification through the standard process by meeting the education, experience, and examination requirements.

## STEP 1: START AN NCARB RECORD

Go to [www.ncarb.org](http://www.ncarb.org) and click “Create new account.” Create new account information, and then add the “NCARB Record” service. Fill out all of the requested information, including the payment method. If you are interrupted or need additional information to complete the application, you can save the information and return later to complete the process.

If you already have an NCARB Record, please check your status by accessing your Record online [here](#).

If you need assistance, you may contact NCARB Customer Service via e-mail at [customerservice@ncarb.org](mailto:customerservice@ncarb.org) or by telephone at 202/879-0520, Monday through Friday, 8:30 a.m. to 5:30 p.m. Eastern Time. Letters may be addressed to NCARB Customer Service at 1801 K Street, NW, Suite 700K, Washington, DC 20006.

Once you click on “Submit” you will receive two e-mails. The first e-mail will confirm acceptance of your payment. The second e-mail will give you your NCARB Record number, and advise you what transcripts and employment verifications are required. The e-mail will include links to the forms you will need to download from the [NCARB website](#).

If you have a degree in architecture from a NAAB- or CACB/CCCA-accredited program, you have satisfied the education requirement for NCARB certification, and do not need to have your foreign education evaluated by EESA.

### Fees For Foreign-Educated Applicants for Certification

**Certificate Application Fee:** \$1,500

**EESA Evaluation:** This fee is charged by and paid directly to NAAB. Please visit the [EESA website](#) for more information.

Please note that fees are subject to change. Please confirm current fees on our [website](#).

- INTRODUCTION
- CONTENTS
- EDUCATION OVERVIEW
- SATISFYING THE EDUCATION REQUIREMENT
- BEA
- FOREIGN-EDUCATED APPLICANTS
- EESA
- THE NCARB EDUCATION STANDARD
- RESOURCES

## STEP 2: OBTAIN AN EESA-NCARB EDUCATION EVALUATION

If you have a professional degree in architecture from a country other than the United States or Canada, and your degree meets the requirements for licensure in that country, you will need to obtain an EESA-NCARB Education Evaluation to determine if you meet the [NCARB Education Standard](#).

If your EESA-NCARB Education Evaluation report indicates that you have met the [NCARB Education Standard](#), you will have satisfied the education requirement for NCARB certification. If your report identified deficiencies, you will need to complete additional education. The [EESA website](#) has instructions on how to satisfy the deficiencies identified in your EESA-NCARB Education Evaluation report. For more information go to [www.eesa-naab.org/pages/deficiencies.aspx](http://www.eesa-naab.org/pages/deficiencies.aspx).

There are jurisdictions that do not currently accept an evaluation of foreign education for initial licensure. Registration requirements, including reciprocal registration, may change. It is always advisable to check with the [individual board](#) to verify registration and practice requirements.

## STEP 3: DOCUMENT YOUR EXPERIENCE

Document your experience to satisfy the [Intern Development Program \(IDP\)](#) requirement or alternative requirements as specified in the [Certification Guidelines](#) using the [online reporting system](#). The architect who supervised you at the time you completed the experience must approve your reports. Supervisors are strongly encouraged to approve reports electronically as it is the most efficient way to submit information to NCARB. You may also satisfy the training requirement by fulfilling the alternatives to the IDP training requirement specified in the [Certification Guidelines](#). Please note that formal completion of the IDP is the nationally recognized standard for satisfaction of the training requirement. Using an alternative method to satisfy the training requirement may not be accepted for reciprocal registration by all Member Boards.

If you are a U.S. or Canadian registered architect documenting your experience to satisfy the IDP experience requirement for NCARB certification, the [reporting requirements](#) do not apply to you. This rule is only applicable to interns documenting their experience in order to fulfill the IDP experience requirement for initial registration in the United States.

- INTRODUCTION
- CONTENTS
- EDUCATION OVERVIEW
- SATISFYING THE EDUCATION REQUIREMENT
- BEA
- FOREIGN-EDUCATED APPLICANTS
- EESA
- THE NCARB EDUCATION STANDARD
- RESOURCES

**STEP 4:  
VERIFY YOUR REGISTRATION  
AND EXAMINATION HISTORY**

NCARB must receive a Certification of Registration and Examination History report from the registration board where your exam history is held, as well as from all state and provincial boards where you hold an active registration. This form verifies that you have met the NCARB examination and registration requirements for certification. NCARB will send this form directly to the state or provincial board unless the board requires a fee to complete the form. If a fee is required, we will send the form to you so that you can send it to the board with the required fee.

**STEP 5:  
FINAL EVALUATION OF  
YOUR NCARB RECORD AND  
CERTIFICATION**

After you complete the preceding steps, your NCARB Record will go through a final evaluation to ensure that all necessary information has been provided and all remaining requirements have been met. If any information is missing, you will need to send it to NCARB before you are approved for an NCARB Certificate. Once all the required information has been received and verified, your NCARB Certificate will be issued.

If you have any questions about your NCARB Record, final evaluation, or NCARB certification, please contact Customer Service via e-mail at [customerservice@ncarb.org](mailto:customerservice@ncarb.org) or by telephone at 202/879-0520, Monday through Friday, 8:30 a.m. to 5:30 p.m. Eastern Time. Letters may be addressed to:  
NCARB Customer Service  
1801 K Street, NW, Suite 700K  
Washington, DC 20006.

# Education Evaluation Services for Architects

This section provides an overview of the Education Evaluation Services for Architects (EESA) and the EESA-NCARB Education Evaluation process.

INTRODUCTION

CONTENTS

EDUCATION OVERVIEW

SATISFYING THE EDUCATION REQUIREMENT

BEA

FOREIGN-EDUCATED APPLICANTS

EESA

THE NCARB EDUCATION STANDARD

RESOURCES

The EESA-NCARB Education Evaluation .....	19
When an EESA-NCARB Education Evaluation is Required .....	19
The EESA Evaluation Process .....	20
Ways to Fulfill Your Education Deficiencies .....	20
Applying for the EESA-NCARB Education Evaluation .....	21
Request for Reconsideration of an EESA-NCARB Education Evaluation Report .....	21
Appeal of a Denial of a Request for Reconsideration of an EESA-NCARB Education Evaluation Report.....	22



- INTRODUCTION
- CONTENTS
- EDUCATION OVERVIEW
- SATISFYING THE EDUCATION REQUIREMENT
- BEA
- FOREIGN-EDUCATED APPLICANTS
- EESA
- THE NCARB EDUCATION STANDARD
- RESOURCES

## EESA

The [Education Evaluation Services for Architects \(EESA\)](#) is administered by NAAB. It was established to assist applicants who do not have a professional degree in architecture from a NAAB- or CACB/CCCA-accredited program who wish to apply for NCARB certification or for registration with an NCARB Member Board. EESA evaluates the education of architects licensed in a U.S. jurisdiction applying for certification through the [Broadly Experienced Architect \(BEA\) Program](#) and foreign-educated applicants for certification.

You'll find more details about EESA at [www.eesa-naab.org](http://www.eesa-naab.org). Any questions about the EESA application process, required documents, and fees should be directed to NAAB at [eesa@naab.org](mailto:eesa@naab.org) or 202/638-3372, or by writing:

EESA  
National Architectural Accrediting Board, Inc.  
1101 Connecticut Avenue, NW  
Suite 410  
Washington, DC 20036

## THE EESA-NCARB EDUCATION EVALUATION

EESA evaluates an applicant's academic transcript in comparison with [the NCARB Education Standard](#), an approximation of the requirements of the professional degree from a NAAB-accredited degree program. The EESA-NCARB Education Evaluation report states which areas of [the NCARB Education Standard](#) have been met and which areas (if any) are deficient.

**If I have a Bachelor of Architecture degree from a foreign program and a Master of Architecture degree from a NAAB-accredited program in the United States, will I be required to get an EESA-NCARB Education Evaluation?**

No, if you have a professional degree in architecture from a NAAB- or CACB/CCCA-accredited program you satisfy the education requirement for NCARB certification and do not need to have your foreign education evaluated by EESA.

## WHEN AN EESA-NCARB EDUCATION EVALUATION IS REQUIRED

You will need an EESA-NCARB Education Evaluation if:

- > you are a BEA applicant with at least 64 semester credit hours (or 96 quarter credit hours) of post-secondary education; or
- > you have a professional degree in architecture from a country other than the United States or Canada, and your degree meets the requirements for licensure in that country.

You do not need an EESA-NCARB Education Evaluation if:

- > you are a BEA applicant with fewer than 64 semester credit hours (or 96 quarter credit hours) of post-secondary education; or
- > you are seeking NCARB certification through the [Broadly Experienced Foreign Architect \(BEFA\) Program](#), unless NCARB has specifically requested an EESA-NCARB Education Evaluation.

- INTRODUCTION
- CONTENTS
- EDUCATION OVERVIEW
- SATISFYING THE EDUCATION REQUIREMENT
- BEA
- FOREIGN-EDUCATED APPLICANTS
- EESA
- THE NCARB EDUCATION STANDARD
- RESOURCES

## The EESA Evaluation Process

EESA will compare your education to the six subject areas described in the [NCARB Education Standard](#):

Subject Area	Semester Credit Hours Required
1. General Education	45 hours
2. History and Theory, Human Behavior, and Environment	16 hours
3. Technical Systems	24 hours
4. Practice	9 hours
5. Design	50 hours
6. Electives	16 hours
<b>TOTAL</b>	<b>160 hours</b>

To fulfill the [NCARB Education Standard](#), you need a total of 160 semester credit hours or 240 quarter credit hours (one semester credit hour equals 1.5 quarter credit hours). The minimum semester credit hours in each subject area total 144 semester credit hours. You may take the additional 16 semester credit hours in any one or more of the five subject areas and/or in elective subjects. Acceptable elective subject areas include architecture, business administration, computer science, engineering, interior design, law, public administration, and other courses that in the opinion of NAAB are acceptable toward the elective requirement. You'll find a detailed description of the subject areas and the number of semester credit hours required in each subject area in the [NCARB Education Standard](#).

Your secondary education and continuing education will not be evaluated by EESA, as it is not eligible for satisfaction of the education requirement for NCARB certification.

## WAYS TO FULFILL YOUR EDUCATION DEFICIENCIES

If an EESA-NCARB Education Evaluation report states that an applicant has not met the [NCARB Education Standard](#) because of one or more deficiencies and you wish to satisfy those deficiencies through additional education, please refer to guidelines provided by NAAB at [www.eesa-naab.org/pages/deficiencies.aspx](http://www.eesa-naab.org/pages/deficiencies.aspx). NAAB will provide pre-approval of any proposed courses and determine if they will satisfy deficiencies. Information is included with the initial EESA-NCARB Education Evaluation report. When the deficiencies have been remedied, transcripts should be submitted to NAAB for a supplementary EESA-NCARB Education Evaluation. Updates to EESA-NCARB Education Evaluations are provided automatically online.

- INTRODUCTION
- CONTENTS
- EDUCATION OVERVIEW
- SATISFYING THE EDUCATION REQUIREMENT
- BEA
- FOREIGN-EDUCATED APPLICANTS
- EESA
- THE NCARB EDUCATION STANDARD
- RESOURCES

## APPLYING FOR THE EESA-NCARB EDUCATION EVALUATION

You can apply for an EESA-NCARB Education Evaluation online at [www.eesa-naab.org/](http://www.eesa-naab.org/).

## REQUEST FOR RECONSIDERATION OF AN EESA-NCARB EDUCATION EVALUATION REPORT

Upon receipt of the EESA-NCARB Education Evaluation report, an applicant may request reconsideration of the evaluation results. When making a request for reconsideration, the applicant must be prepared to present evidence that either of the following is true:

- > The evaluation did not take into account factual evidence cited in the applicant's record as it was submitted for the evaluation, or
- > The evaluating team failed to comply substantially with established guidelines in the *NCARB Education Standard* and the departure significantly affected the evaluation.

Reconsideration of an EESA-NCARB Education Evaluation report may not be requested to redress failure of the applicant to provide information, including transcripts and course descriptions, to EESA in a timely manner when completing his/her application.

Filing a request for reconsideration automatically delays transmittal of the results of the EESA-NCARB Education Evaluation to NCARB.

Reconsiderations are conducted by a team consisting of all EESA Evaluators.

1. Initiating a Request for Reconsideration of an EESA-NCARB Education Evaluation report:
  - a. The reconsideration must be requested by the applicant within 60 calendar days of receiving the EESA-NCARB Education Evaluation report.
  - b. The request must be made in writing and sent to: NAAB Executive Director; The National Architectural Accrediting Board (NAAB); 1101 Connecticut Avenue NW, Suite 410; Washington, DC, 20036; USA.
  - c. The request must identify the factual information not taken into account by the evaluator, or evidence that the evaluator failed to comply with established guidelines and that any such departure significantly affected the results of the evaluation.
  - d. The request must be sent by certified mail, return receipt requested.
  - e. All days refer to regular calendar days, excluding U.S. national holidays.
2. Sequence of Reconsideration of an EESA-NCARB Education Evaluation report:
  - a. Upon receipt of a request for reconsideration of an EESA-NCARB Education Evaluation report, the EESA Manager shall review the applicant's request for reconsideration, the original evaluation results, and the applicant's educational credentials to determine whether the evaluation warrants reconsideration. The manager may reject a request for reconsideration if substantial evidence in support of the request is lacking, or if the applicant has failed to comply with the request for reconsideration guidelines stated herein.
  - b. Should the EESA Manager determine that a request for reconsideration is valid, the request—along with all the applicant's documents—will be assigned to the original evaluator and co-assigned to all other evaluators for review. Upon completion of the reconsideration evaluation, NAAB will issue a response letter and update the applicant's credit summary report, if necessary, with a copy to NCARB.
  - c. If the EESA Manager grants the request for reconsideration, there is no additional fee to the applicant for the reconsideration.
  - d. The result of the reconsideration evaluation is final and may not be appealed further.

- INTRODUCTION
- CONTENTS
- EDUCATION OVERVIEW
- SATISFYING THE EDUCATION REQUIREMENT
- BEA
- FOREIGN-EDUCATED APPLICANTS
- EESA
- THE NCARB EDUCATION STANDARD
- RESOURCES

## APPEAL OF A DENIAL OF A REQUEST FOR RECONSIDERATION OF AN EESA-NCARB EDUCATION EVALUATION REPORT

An applicant may appeal the response to a request for reconsideration only if the response resulted in a denial of reconsideration. Such appeals are made to the NCARB Education Committee. By entering an appeal process, the applicant agrees to accept the ruling of the NCARB Education Committee as final.

Appeals may only be made on the grounds that:

- > The response to the request for reconsideration was not supported by sufficient factual evidence cited in the record; or that
- > The EESA evaluators' review of the request for reconsideration failed to comply with established guidelines in the [NCARB Education Standard](#), and the departure significantly affected the response to the request for reconsideration.

Failure of the applicant to provide information to EESA or the EESA evaluators in a timely manner does not provide a basis for requesting an appeal.

1. Initiating an Appeal of a Denial of a Request for Reconsideration of an EESA-NCARB Education Evaluation report:
  - a. To initiate an appeal, the applicant must send a written request to the NCARB Education Committee within 60 calendar days of receiving official notice of the response to the request for reconsideration. The appeal must include a copy of the specific response to the request for reconsideration.
  - b. The appeal must be sent to the NCARB Internship + Education Director; The National Council of Architectural Registration Boards (NCARB); 1801 K Street, NW, Suite 700K; Washington, DC 20006; USA.
  - c. The appeal must identify the incorrect or insufficient factual information cited by EESA in support of the response to the Denial of a Request for Reconsideration of an EESA-NCARB Education Evaluation report or evidence of failure of the evaluator team to comply with established guidelines for evaluation and the departure significantly affected the response.
  - d. The appeal must be sent by certified mail, return receipt requested.
  - e. All days refer to regular calendar days, excluding U.S. national holidays.
  - f. The filing of an appeal automatically delays further processing of the applicant's NCARB Record.
2. Appeal Sequence:
  - a. Upon receipt of an appeal, the NCARB Internship + Education Director shall review the appeal for compliance with the appeal process and requirements and whether grounds for an appeal exist.
  - b. If the appeal has merit, the appeal shall be reviewed by the NCARB Education Committee at the subsequent committee meeting; the committee's decision shall be communicated to the applicant within 30 calendar days of the committee meeting.
  - c. The NCARB Education Committee may make one of two decisions:
    - i. To deny the appeal and to let the decision of the EESA Manager stand, or
    - ii. To grant the appeal and remand the application to EESA for a reconsideration evaluation.
  - d. If the appeal is denied, the appeal shall not be reviewed by the NCARB Education Committee and no further consideration of appeals shall be entertained.

# The Education Standard

The *NCARB Education Standard* is the approximation of the requirements of a professional degree from a program accredited by the National Architectural Accrediting Board (NAAB). It includes general studies, professional studies, and electives, which together comprise a professional liberal education in architecture.

Following are detailed descriptions of the subject areas and categories and the number of semester credit hours required.

1. General Education.....	25
2. History and Theory, Human Behavior, and Environment .....	26
3. Technical Systems .....	27
4. Practice .....	29
5. Design .....	30
6. Elective Subjects.....	31



INTRODUCTION
CONTENTS
EDUCATION OVERVIEW
SATISFYING THE EDUCATION REQUIREMENT
BEA
FOREIGN-EDUCATED APPLICANTS
EESA
THE NCARB EDUCATION STANDARD
RESOURCES

- INTRODUCTION
- CONTENTS
- EDUCATION OVERVIEW
- SATISFYING THE EDUCATION REQUIREMENT
- BEA
- FOREIGN-EDUCATED APPLICANTS
- EESA
- THE NCARB EDUCATION STANDARD
- RESOURCES

Subject Area and Category	Semester Credit Hour Requirement <sup>1, 2</sup>
<b>1. General Education</b>	<b>45 hours</b>
A. Communication Skills	3 hrs. min. in English Composition
B. Humanities and Arts	N/A
C. Quantitative Reasoning	N/A
D. Natural Sciences	N/A
E. Social Sciences	N/A
<b>2. History and Theory, Human Behavior, and Environment</b>	<b>16 hours</b>
A. History and Theory	6 hrs. min.
B. Human Behavior	3 hrs. min.
C. Environment	3 hrs. min.
<b>3. Technical Systems</b>	<b>24 hours</b>
A. Structural Systems	6 hrs. min.
B. Environmental Control Systems	6 hrs. min.
C. Construction Materials and Assemblies	6 hrs. min.
D. Building Service Systems and Building Envelope / Enclosure Systems	3 hrs. min.
<b>4. Practice</b>	<b>9 hours</b>
A. Project Process	3 hrs. max.
B. Project Economics	3 hrs. max.
C. Business Management	3 hrs. max.
D. Laws and Regulations	3 hrs. min.
E. Technical Documentation	3 hrs. max.
F. Ethics and Social Responsibility	3 hrs. max.
<b>5. Design</b>	<b>50 hours</b>
Level I	8 hrs. min. / 12 hrs. max.
Level II	8 hrs. min. / 12 hrs. max.
Level III	8 hrs. min. / 12 hrs. max.
Level IV	8 hrs. min. / 12 hrs. max.
Level V	8 hrs. min. / 12 hrs. max.
<b>6. Electives</b>	<b>16 hours<sup>3</sup></b>
<b>TOTAL</b>	<b>160 HOURS</b>

The *NCARB Education Standard* is the approximation of the requirements of a professional degree from a NAAB-accredited degree program. It includes general studies, professional studies, and electives, which together comprise a professional liberal education in architecture.

The *NCARB Education Standard* is the criteria for the EESA-NCARB Education Evaluation (described on [page 19](#) of the *Education Guidelines*). An EESA-NCARB Education Evaluation is required for two types of applicants who are seeking to satisfy one of two alternates to the education requirement for NCARB certification:

- > Applicants who have a professional degree in architecture from a country other than the United States or Canada and whose degree meets the requirements for licensure in that country, and
- > Applicants for the Broadly Experienced Architect (BEA) Program who have at least 64 semester credit hours (or 96 quarter credit hours) of post-secondary education.

The EESA-NCARB Education Evaluation process is described on [page 20](#) and the BEA Program is described on [page 9](#) of the *Education Guidelines*. The education requirement for NCARB certification is described in the [Certification Guidelines](#).

1 If the total number of hours obtained in a subject area exceeds the total minimum required hours or maximum allowable hours for the categories in the subject area, the remaining hours may be in any category of the subject area.

2 Hours in excess of the maximum allowable number of hours for any category may be used to satisfy the Electives subject area.

3 The minimum number of hours in each subject area totals 144 hours. The additional 16 hours may be in any one or more of the five subject areas and/or acceptable Electives.

- INTRODUCTION
- CONTENTS
- EDUCATION OVERVIEW
- SATISFYING THE EDUCATION REQUIREMENT
- BEA
- FOREIGN-EDUCATED APPLICANTS
- EESA
- THE NCARB EDUCATION STANDARD
- RESOURCES

The *NCARB Education Standard*, the individual subject areas and categories of the *NCARB Education Standard*, and means to satisfy any identified deficiencies are described below and on the following pages. The following definitions have been developed to approximate the requirements of a NAAB-accredited degree program in architecture.

A minimum of 160 semester credit hours (which is the equivalent of 240 quarter credit hours) of academic credit is required and is grouped into six subject areas: General Education; History and Theory, Human Behavior, and Environment; Technical Systems; Practice; Design; and Electives.

## 1. GENERAL EDUCATION

A total of 45 semester credit hours are required. At least three (3) hours in the Communication Skills category must be in English Composition. The remaining 42 hours may be in any one or more categories of the General Education subject area.

### A. Communication Skills

Communication Skills are defined as effective written and oral communication using the conventions of standard English as taught in the United States.

Acceptable courses include English composition, English grammar, public speaking, media communication, community consensus building, research methods, speech communication, business communication, and introductions to research.

Courses in English literature are NOT acceptable in this category, but they are acceptable in Humanities and Arts. Courses in English as a foreign language are NOT acceptable in Communication Skills; however, they may be acceptable in Humanities and Arts.

### B. Humanities and Arts

Humanities and Arts are defined as the academic study of the expressions and artifacts of human experience in word, image, music, and gesture using methods that are primarily analytic, critical, or speculative and that apply rational thought to construct and assess opinions, ideas, and arguments.

Acceptable courses include philosophy, ancient and modern languages, literature, law, history, philosophy, religion, visual, performing and applied arts, and language courses other than English.

### C. Quantitative Reasoning

Quantitative Reasoning is defined as the study of quantitative methods and rational, systematic steps based on sound mathematical procedures to arrive at a conclusion.

Acceptable courses include algebra, analytic and descriptive geometry, trigonometry, calculus, logical reasoning, pre-calculus, linear algebra, and statistics.

### D. Natural Sciences

Natural Science is defined as the study of the universe using a naturalistic approach, which is understood as obeying rules or laws of natural origin. The term Natural Science is also used to distinguish study in those fields that use the scientific method to study science and nature.

Acceptable courses include astronomy, astrophysics, bacteriology, biology, chemistry, earth science, physics, geology, zoology, microbiology, biochemistry, and botany.

- INTRODUCTION
- CONTENTS
- EDUCATION OVERVIEW
- SATISFYING THE EDUCATION REQUIREMENT
- BEA
- FOREIGN-EDUCATED APPLICANTS
- EESA
- THE NCARB EDUCATION STANDARD
- RESOURCES

## E. Social Sciences

Social Sciences is defined as the study of the fields of academic scholarship that explore human society.

Acceptable courses include: anthropology, archaeology, economics, geography, history, linguistics, political science, gender studies, racial/ethnic studies, geography, international studies, psychology, and sociology.

### Satisfying Deficiencies in General Education

Relevant courses may be taken at any university, college, or community college that is accredited by one of the six regional accrediting associations in the United States: Middle States Association of Colleges and Schools, North Central Association of Colleges and Schools, New England Association of Schools and Colleges, Northwest Commission on Colleges and Universities, Southern Association of Colleges and Schools, and Western Association of Schools and Colleges. Information concerning regional accreditation is usually found on each academic institution's website. It can also be obtained from the admissions office or the registrar.

If a U.S. regionally accredited academic institution grants credit in relevant subjects on the basis of equivalency examinations administered by the institution or by the College Entrance Examination Board's Advance Placement Program, and if that credit is listed on an official transcript issued by that institution, then that credit can be used to satisfy the general education requirement.

[The College Level Examination Program \(CLEP\)](#) can be used to satisfy the general education requirement. The score required varies from subject to subject. Further information can be obtained from [NAAB](#).

## 2. HISTORY AND THEORY, HUMAN BEHAVIOR, AND ENVIRONMENT

A total of at least 16 semester credit hours, with minimum requirements for each category as indicated:

- > History and Theory (6)
- > Human Behavior (3)
- > Environment (3)

The remaining four (4) semester credit hours may be in any one or more categories of the History and Theory, Human Behavior, and Environment subject area.

### A. History and Theory

History and Theory are defined as the study of the traditions of architecture and the built environment, landscape architecture, urban form, and construction by which diverse human needs, values, and aspirations have been addressed in response to cultural, climatic, ecological, technological, socioeconomic, and public health constraints.

Acceptable topics include historical movements in architecture, history of architecture, landscape architecture, and urban design, history of building technology, and theory of architecture.

Courses in art history, cultural history, economic history, and political history are NOT acceptable in this category, but they are acceptable in General Education.

- INTRODUCTION
- CONTENTS
- EDUCATION OVERVIEW
- SATISFYING THE EDUCATION REQUIREMENT
- BEA
- FOREIGN-EDUCATED APPLICANTS
- EESA
- THE NCARB EDUCATION STANDARD
- RESOURCES

**B. Human Behavior**

Human Behavior is defined as the study of the characteristics, nature, and behavior of diverse individuals and groups that relate to the physical and spatial environments in which they function, and to the processes of environmental modification and change.

Acceptable topics include the study of ergonomics, human behavior, post-occupancy studies, cultural diversity, social diversity, and social response to the environment.

**C. Environment**

Environment is defined as the study of man-made conditions, service infrastructure, and climatic, ecological, geographic, and other natural characteristics of the site that influence the setting for architecture and have an impact on the architectural design process.

Acceptable topics include issues of sustainability, ecology, energy, landscape architecture, site analysis, site planning, and urban planning as they relate to the physical form, characteristics, and structure of the environment.

**Satisfying Deficiencies in History and Theory, and Human Behavior**

Relevant courses may be taken at any university, college, or community college that is accredited by one of the six regional accrediting associations in the United States: Middle States Association of Colleges and Schools, North Central Association of Colleges and Schools, New England Association of Schools and Colleges, Northwest Commission on Colleges and Universities, Southern Association of Colleges and Schools, and Western Association of Schools and Colleges.

Courses taken at community or junior colleges are acceptable for satisfying deficiencies in the History and Theory category and the Human Behavior category only.

**Satisfying Deficiencies in Environment**

Courses to satisfy deficiencies in this category may be taken at either

- > Four-year institutions that offer a professional degree program accredited by NAAB or CACB/CCCA. A list of institutions with NAAB- and CACB/CCCA-accredited programs can be found [here](#).

OR

- > Four-year institutions that offer a pre-professional degree in architecture but do not also offer a NAAB- or CACB/CCCA-accredited program.

All courses must be approved by NAAB in advance.

If a U.S. regionally accredited academic institution grants credit in relevant subjects on the basis of equivalency examinations administered by the institution, and if that credit is listed on an official transcript issued by that institution, then that credit can be used to satisfy these subject area requirements.

**3. TECHNICAL SYSTEMS**

A total of at least 24 semester credit hours, with minimum requirements for each category as indicated:

- > Structural Systems (6)
- > Environmental Control Systems (6)
- > Construction Materials and Assemblies (6)
- > Building Service Systems and Building Envelope/Enclosure Systems (3)

- INTRODUCTION
- CONTENTS
- EDUCATION OVERVIEW
- SATISFYING THE EDUCATION REQUIREMENT
- BEA
- FOREIGN-EDUCATED APPLICANTS
- EESA
- THE NCARB EDUCATION STANDARD
- RESOURCES

The remaining three (3) hours may be in any one or more categories of the Technical Systems subject area.

**A. Structural Systems**

Structural Systems are defined as the study of the basic structural elements of buildings, their interaction as a support system, the forces that act on and in buildings, and the principles, theory, and appropriate applications of these systems.

Acceptable topics include analysis of structural systems, construction, construction assemblies, determinate and indeterminate systems, equilibrium, forces and force systems, free body diagrams, gravity, lateral forces, loads, mechanics of materials, resolution of external forces, shear and bending moments, sizing of structural members, stability, statics, strength of materials, stress and strain, structural elements, structural systems in wood, steel and concrete, and theory of structures.

**B. Environmental Control Systems**

Environmental Control Systems are defined as the study of building elements that pertain to the modification of the microclimate for purposes of human use and comfort.

Acceptable topics include acoustics, air conditioning, building core systems, energy, energy efficiency, energy transmission, environmental systems, heating, lighting (natural and artificial), solar energy utilization, and sustainability.

**C. Construction Materials and Assemblies**

Construction Materials and Assemblies are defined as the study of the characteristics of building materials and how they are used, made, and appropriately applied in a building project.

Acceptable topics include physical properties of building materials, sustainable material selection, detailing, installation characteristics of material assemblies, and associated assembly cost for labor and materials.

**D. Building Service Systems and Building Envelope/Enclosure Systems**

Building Service Systems and Building Envelope/Enclosure Systems are defined as: Building Service Systems, the application and performance of non-thermal mechanical, electrical, control, communications, circulation, and signal systems and Building Envelope/Enclosure Systems, the performance characteristics of the building envelope/enclosure.

Acceptable topics in Building Envelope/Enclosure Systems include moisture transfer, durability, energy performance, and material use and detailing. Acceptable topics in Building Service Systems include plumbing, electrical, vertical transportation, security, control, communication, and fire protection systems.

**Satisfying Deficiencies in Technical Systems**

Courses to satisfy deficiencies in this category may be taken at either

- > Four-year institutions that offer a professional degree program accredited by NAAB or CACB/CCCA. A list of institutions with NAAB- and CACB/CCCA-accredited programs can be found [here](#).

OR

- > Four-year institutions that offer a pre-professional degree in architecture but do not also offer a NAAB- or CACB/CCCA-accredited program.

All courses must be approved by NAAB in advance.

- INTRODUCTION
- CONTENTS
- EDUCATION OVERVIEW
- SATISFYING THE EDUCATION REQUIREMENT
- BEA
- FOREIGN-EDUCATED APPLICANTS
- EESA
- THE NCARB EDUCATION STANDARD
- RESOURCES

Courses taken at community or junior colleges are NOT acceptable for satisfying deficiencies in technical systems.

If a U.S.-regionally accredited academic institution grants credit in relevant subjects on the basis of equivalency examinations administered by the institution, and if that credit is listed on an official transcript issued by that institution, then that credit can be used to satisfy these subject area requirements.

#### 4. PRACTICE

A total of at least nine (9) semester credit hours are required. At least three (3) hours must be in:

- > Laws and Regulations

The other six (6) hours must be in the following categories with no more than three (3) hours in any one category:

- > Project Process
- > Project Economics
- > Business Management
- > Technical Documentation
- > Ethics and Social Responsibility

##### A. Project Process

Project Process is defined as the study of the entire range of activities involved in a typical architectural design project as it moves from inception through completion of construction. These activities include not only those which the architect carries out, but also those of other professionals.

Acceptable topics include bidding and negotiation, client relationships, leadership and collaboration, construction documents, contracts, design development, problem identification, project management, programming, site analysis, building code and accessibility analysis, and specifications.

##### B. Project Economics

Project Economics is defined as the study of the financial aspects of building, including the economics of development.

Acceptable topics include building costs, cost and benefit analysis, cost control, development costs, estimating, finance, life-cycle costing, site acquisition and development, and value engineering.

##### C. Business Management

Business Management is defined as the study of the concepts, standards, and procedures related to different forms of organization for architectural practice, including private and corporate offices as well as public-sector organizations and agencies.

Acceptable topics include business management, financial management, risk management, office management, office organization, customer service, legal agreements, negotiating legal agreements, legal and licensure responsibilities, professional liability, and professional rules of conduct.

##### D. Laws and Regulations

Laws and Regulations are defined as the study of the body of common law, legislation, and regulation in the United States, including rules of professional conduct that affect architectural practice.

Acceptable topics include barrier-free design, building codes, laws affecting architectural practice, environmental regulation, life-safety systems, professional liability, professional registration, professional rules of conduct, tax laws, and zoning regulations. Courses in foreign law are NOT acceptable, but may be acceptable in the Electives subject area.

- INTRODUCTION
- CONTENTS
- EDUCATION OVERVIEW
- SATISFYING THE EDUCATION REQUIREMENT
- BEA
- FOREIGN-EDUCATED APPLICANTS
- EESA
- THE NCARB EDUCATION STANDARD
- RESOURCES

**E. Technical Documentation**

Technical Documentation is defined as the study of the ability to prepare technically clear and accurate drawings, outline specifications, and models illustrating and identifying the assembly of materials, systems, and components appropriate for a building design.

**F. Ethics and Social Responsibility**

Ethics and Social Responsibility are defined as the study of the application of professional judgment and leadership on ethical subjects regarding social, legal, political, and cultural issues in architectural design and practice. It includes the architect’s responsibility to work in the public interest, to respect historic assets, and to improve the quality of life for local and global societies.

**Satisfying Deficiencies in Practice**

Relevant courses may be taken at any university, college, or community college that is accredited by one of the six regional accrediting associations in the United States: Middle States Association of Colleges and Schools, North Central Association of Colleges and Schools, New England Association of Schools and Colleges, Northwest Commission on Colleges and Universities, Southern Association of Colleges and Schools, and Western Association of Schools and Colleges.

All courses must be approved in advance by the NAAB.

If a U.S.-regionally accredited academic institution grants credit in relevant subjects on the basis of equivalency examinations administered by the institution, and if that credit is listed on an official transcript issued by that institution, then that credit can be used to satisfy these subject area requirements.

**5. DESIGN**

A total of at least 50 semester credit hours including at least one Level V design studio sequence, with a minimum of eight (8) hours and maximum of twelve (12) hours in each level:

- > Level I
- > Level II
- > Level III
- > Level IV
- > Level V

The remaining ten (10) hours may be in any one or more levels of the Design subject area with no more than twelve (12) hours in any one level.

Design is defined as the analysis, synthesis, use of judgment, and development and communication tools and methods that architects use to understand, assess, bring together, and express the ideas that lead to a built project.

Design is divided into five levels. Each level requires competency in the subordinate level(s).

**A. Level I:**

Level I is defined as individual learning experiences within two-dimensional and three-dimensional spatial contexts and ordering systems; basic architectural and environmental design principles, beginning user consciousness with a familiarity of spatial analysis, natural and formal ordering systems, design process methodology, and development of communication skills using appropriate media; and design literacy.

- INTRODUCTION
- CONTENTS
- EDUCATION OVERVIEW
- SATISFYING THE EDUCATION REQUIREMENT
- BEA
- FOREIGN-EDUCATED APPLICANTS
- EESA
- THE NCARB EDUCATION STANDARD
- RESOURCES

**B. Level II:**

Level II is defined as individual learning experiences with emphasis on the environment, precedent, user-space study, investigative skills, and further design skill development; introduction of qualitative technical materials; a minimum proficiency in the design and communication of simple buildings with an introductory understanding of client need assessment, site (including existing building) assessment, construction and structural systems; and data analysis, programming, site analysis, and design.

**C. Level III:**

Level III is defined as individual and group learning experiences with emphasis on simple and complex building case studies with applied research and qualitative technical input; individual and group projects; development of total building synthesis design skills including building envelope/enclosure systems and assemblies; a general proficiency in the complete design of simple buildings with a minimum ability to deal with complex buildings and multi-building complexes; site analysis and design, principles of sustainable design related to manmade and natural resources, healthful environments, and reduced impact on the environment; and visual representation of each stage of the programming and design process including traditional and digital media.

**D. Level IV:**

Level IV is defined as individual or group learning that emphasizes the synthesis of complex building and multi-building complexes within the urban context; integration of technical information; ability to create technical drawings and specifications; general proficiency in the total synthesis of complex buildings and related systems; structural, environmental, service, transportation, communication, life-safety, and accessibility systems; and

the social ramifications of planning and architecture. Studio learning at this level may integrate the use of digital media in design decision-making. Level IV requires collaborative group projects and requires mastery of Levels I, II, and III.

**E. Level V:**

Level V is defined as individual or group learning that emphasizes comprehensive design and complex building design, planning, and urban design. Level V work must indicate a mastery of data collection, analysis, programming, planning, building design; an understanding of the basic principles of structural design, building service system design, building envelope/enclosure systems, landscape design; facility in other related knowledge and skills; and a full range of representational skills including traditional and digital media. Level V requires collaborative group projects and requires mastery of Levels I, II, III, and IV.

**Satisfying Deficiencies in Design**

All deficiencies in design must be satisfied in studio courses offered either within a professional degree program accredited by the NAAB or the CACB/CCCA or in a pre-professional architecture degree program offered at a four-year institution accredited by a U.S. regional accrediting agency.

Studios must be administered or monitored by a member of the design faculty and must be taken for academic credit.

A list of NAAB- and CACB/CCCA-accredited programs can be found at [www.naab.org/architecture\\_programs/](http://www.naab.org/architecture_programs/).

Courses in graphic communication, computer-assisted design, and digital design media (e.g. building information modeling programs) may be used to fulfill Levels II-IV when they are clearly integrated with

INTRODUCTION

CONTENTS

EDUCATION OVERVIEW

SATISFYING THE EDUCATION REQUIREMENT

BEA

FOREIGN-EDUCATED APPLICANTS

EESA

THE NCARB EDUCATION STANDARD

RESOURCES

studio courses. If such courses are taken on their own and without integration in a specific studio, they will be allocated as electives. Completion of a comprehensive studio in Level IV or Level V is required.

All design studio courses must be approved by NAAB in advance.

## 6. ELECTIVE SUBJECTS

The minimum number of semester credit hours in each subject area total 144 hours. The additional 16 hours may be in any one or more of the five subject areas and/or acceptable Electives.

Acceptable Electives include architecture, business administration, computer science, engineering, interior design, law, public administration, and other subjects that in the opinion of NAAB are acceptable toward Electives.

# Resources

Both [NCARB](#) and the [National Architectural Accrediting Board \(NAAB\)](#) offer a number of programs and services for architects, emerging professionals, and those serving the profession.

INTRODUCTION

CONTENTS

EDUCATION OVERVIEW

SATISFYING THE EDUCATION REQUIREMENT

BEA

FOREIGN-EDUCATED APPLICANTS

EESA

THE NCARB EDUCATION STANDARD

RESOURCES



INTRODUCTION

CONTENTS

EDUCATION  
OVERVIEWSATISFYING  
THE EDUCATION  
REQUIREMENT

BEA

FOREIGN-  
EDUCATED  
APPLICANTS

EESA

THE NCARB  
EDUCATION  
STANDARD

RESOURCES

### Questions about your NCARB Record, NCARB Certification, the BEA Program, or the BEFA Program?

Contact Customer Service via e-mail at [customerservice@ncarb.org](mailto:customerservice@ncarb.org) or by telephone at 202/879-0520, Monday through Friday, 8:30 a.m. to 5:30 p.m. Eastern Time. Letters may be addressed to:

NCARB Customer Service  
1801 K Street, NW  
Suite 700K  
Washington, DC 20006.

### Questions About EESA?

You'll find more details about EESA at [www.eesa-naab.org](http://www.eesa-naab.org). Any questions about the EESA-NCARB Education Evaluation application process, required documents, and fees, should be directed to NAAB at [eesa@naab.org](mailto:eesa@naab.org) or 202/638-3372, or by writing:

EESA  
National Architectural Accrediting Board, Inc.  
1101 Connecticut Ave NW, Suite 410  
Washington, DC 20036

### Additional Resources

#### NCARB

[www.ncarb.org](http://www.ncarb.org)

- > [Intern Development Program](#)
- > [Architect Registration Examination](#)
- > [Registration Board Licensing Requirements](#)
- > [Certification](#)
- > [Reciprocity](#)
- > [Broadly Experienced Architect Program](#)
  - [Sample BEA Dossier](#)
- > [Broadly Experienced Foreign Architect Program](#)
  - [Dossier submission dates](#)
- > [Webcasts](#)

#### NCARB Guidelines

[Certification Guidelines](#)

[IDP Guidelines](#)

[ARE Guidelines](#)

#### NAAB

[www.naab.org/about/](http://www.naab.org/about/)

NAAB Accredited Architectural Program:  
<http://www.naab.org/r/schools/search.aspx?searchtype=A>

EESA: <http://www.eesa-naab.org/about/>

#### CACB/CCGA

[www.cacb-ccca.ca](http://www.cacb-ccca.ca)

#### ACSA

[www.acsa-arch.org](http://www.acsa-arch.org)