

February 2019

**FACT
SHEET**

YOUR

After five years' of demanding study, finally you have or are about to graduate with your MArch(Prof). Firstly well done! If you intend to be a working architect, you should be planning your path to registration as an architect, hence this Fact Sheet.

PATH

TO

REGISTRATION

This Fact Sheet is for those graduating with an MArch(Prof) from the University of Auckland, or Unitec, or Victoria University of Wellington. It has been prepared by the New Zealand Registered Architects Board (NZRAB) which is the statutory entity that manages the registration of architects. The NZRAB is separate from the New Zealand Institute of Architects which is a voluntary membership organisation.

WHAT IS REGISTRATION?

Registration means legally being a **New Zealand Registered Architect**.

A Registered Architect is a person recorded on the New Zealand Architects' Register as able to practise competently and thus permitted by law to call him or herself an "Architect".

In New Zealand, when providing building design services, only a Registered Architect can put "Architect" on his or her business card, and likewise for websites, Facebook, Linked In, and so on.

This means as you work towards registration, describe yourself as an "Architectural Graduate". Please don't use the term "Graduate Architect". This suggests that you have the title of "Architect" which is legally protected until you are registered.

REGISTRATION PREREQUISITES

To be assessed for registration, persons with a recognised degree also need to have the required work experience.

The specific requirements are EITHER:

1. 140 weeks practical experience, of which at least 95 weeks must be post-graduation and at least 45 weeks must be spent under the direction of a Registered Architect in New Zealand; OR
2. 260 weeks (5 years) practical experience of which at least 215 weeks must be post-graduation and at least 85 weeks must be spent in the practice of architecture in New Zealand.

The second and longer option is for those who find some kind of architectural work that is NOT under the supervision of a Registered Architect. This might include working for an architectural designer or setting up your own business or working overseas.

Once you have the required work experience you can apply to be assessed for registration. Typically, Architectural Graduates come to registration about four to five years after they graduate, though if you are ready it can be sooner.

Other procedures are available for applicants who don't have a recognised degree and the required work experience, and architects from overseas.

HOW THE ACTUAL ASSESSMENT TAKES PLACE

The assessment itself is a face-to-face meeting with two experienced architects who discuss with you the architectural work you've done and through that whether you have the required skills, knowledge, experience and attitudes. This is called "a professional conversation".

Registration will be a few years' away, but there are some **useful things you can do now** to make it easier when the time comes.

NZIA APL GRADUATE DEVELOPMENT PROGRAMME (GDP)

The New Zealand Institute of Architects (NZIA) provides a programme to help Architectural Graduates prepare for registration. The programme has seminars, including on-line, and workshops throughout the year. This is really worth doing. Find out more at www.nzia.co.nz/connect/registering-as-an-architect

CPD FOR GRADUATES

Architects are required to undertake regular professional development, known as Continuing Professional Development (CPD). As an Architectural Graduate you can do this too, to extend yourself professionally. To get started, go to www.nzrab.nz/c/CPD

STAYING IN TOUCH WITH THE NZRAB

The NZRAB sends out up-to-date information to persons working towards registration. To subscribe, go to www.nzrab.nz/c/Registration

PROJECT RECORD FORMS

To be assessed, registration applicants are required to provide Project Record Forms (PRFs) that record the architectural work they have done. It's much better to fill these out as your work progresses, as opposed to scrabbling around later. So do these "as you go".

Project Record Forms can be downloaded from <https://www.nzrab.nz/c/Project-Record-Forms>

BREADTH OF EXPERIENCE

As an Architectural Graduate, one of the things you will need to keep an eye on in your daily work is whether you are getting the breadth of experience necessary for registration and for being a well-rounded architect.

Think about this in terms of the following experience areas:

- Project initiation and pre-design
- Concept, preliminary and development design stages
- Detailed design and documentation
- Procurement
- Administration and observation of the contract works.

Be careful that your work doesn't pigeon hole you too much. For this, we can provide guidance. If you need advice, ring one of our Registration Convenors, as follows:

- *Upper North Island*
Tony Orgias - 09 481 0630
- *Lower North Island, Nelson and Marlborough*
Judi Keith Brown - 04 384 6446
- *Central and lower South Island*
Alec McDonald 03 366 3524.

CASE STUDY

You don't need to start work on this now, but be mindful that when you come up for assessment you will need to provide a Case Study of work that you have done in the last five years on one or more complex architectural projects. Case studies require careful preparation, so start some months before your registration application is due. A last minute rush is not good.

FINAL THOUGHT

The work that architects do is important. As a Registered Architect, you will be making the most of your investment so far in your career. This is worth doing.