

Architect Licensing Checklist – By Reciprocity Without NCARB

- _____ Completed Application for Architect Reciprocal Registration
- _____ Photo attached
- _____ \$520 fee
- _____ Original official college transcript (Directly from school to IPLA)

(Minimum B.S. degree from *accredited* college NAAB)
- _____ Architect Training and Experience Report (IDP) [*If licensed in another state for less than five (5) years*]
- _____ Architect Registration Exam scores (Sent directly from State to IPLA)
- _____ Verification of Employment / Reference
 - _____ Applicant portion
 - _____ Sponsor portion (Filled out by applicant’s employer/supervisor)
 - _____ Covers period from date of graduation to present
 - _____ If self-employed, a list of projects worked on and role played in each one, i.e. supervisor, principal, etc.
- _____ Current license certification with state seal
- _____ Statement (if you answered “yes” to any personal background questions)
 - Has any disciplinary action been taken against applicant? _____ Yes _____ No
 - Provide Court document
 - Provide written statement

If you have any questions for the State Board of Registration for Architects & Landscape Architects please email pla10@pla.in.gov or call 317-234-3022.