

CALA/ ROAC

Canadian
Architectural
Licensing
Authorities

Regroupement des
ordres
d'architectes
du Canada

A Committee of:

*Architectural Institute of British
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*Northwest Territories Association
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*Nova Scotia Association of
Architects*

*Architects' Association of Prince
Edward Island*

*Architects Licensing Board of
Newfoundland and Labrador*

TO: **ARCHITECTS IN CANADA**

FROM: CANADIAN ARCHITECTURAL LICENSING AUTHORITIES

DATE: OCTOBER 2011

RE: **LICENSING REQUIREMENTS ACROSS CANADA**

It has become increasingly apparent to the Canadian Architectural Regulators that confusion exists amongst practitioners about the requirements for registration/licensing when an architect licensed to practice in one Canadian jurisdiction wishes to practice in one or more other Canadian jurisdictions.

The Canadian Architectural regulators do have a reciprocity agreement in place which facilitates individual registration/licensing in another jurisdiction, if individual architects are already registered/licensed in one or more Canadian jurisdiction.

Two important factors must be noted and addressed

1. An application must be made in each and every jurisdiction in which registration/licensing is required; and
2. Individual registration/licensing alone may not (and often does not) permit you to practice architecture. Many jurisdictions require that the business entity through which you intend to practice (whether as a sole proprietor, partnership, corporation or variants of these entities) must also be licensed/registered before you can legally practice architecture in that jurisdiction.

What do Architects need to do if they plan on working in another Canadian jurisdiction?

1. Contact the licensing body to obtain details on their licensing structure and obtain the necessary application forms for both you personally and (where required) for your intended business entity. In some jurisdictions, licensing may be required as early as the "Request for Proposals" stage or for any form of promotion or representation.
2. Complete the application forms and submit them in ample time for approval through their approval processes.
3. Once approval is granted, Architects and their firms (if approved and applicable) are able to offer architectural services to the public in the jurisdiction.

In Canada, Architects licensed in one jurisdiction cannot use the term "Architect" or offer architectural services to the public in another Canadian jurisdiction unless they are personally registered/licensed in that other jurisdiction and their business entity is also registered/licensed.

We trust you will find this clarification beneficial and that it will assist you in ensuring you are always compliant with the licensing requirements across Canada.