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

_____ Notary Seal (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.