



Verification of Australian Accredited Architecture Qualifications

Application Form

Please read the [Verification of Australian Accredited Architecture Qualifications Guide](#) carefully before completing this form.

This form is to be used by those seeking verification for **migration purposes** as part of the process leading to registration as an Architect in Australia.

- Provide all required information and documentation.
- Sign and have witnessed the declaration (witness is anyone over the age of 18).



Section 01

Personal Details

1. Title Dr Mr Mrs Miss Ms Other
2. Family name
3. Given name/s
4. Previous name/s
Attach evidence of name change
5. Gender Male Female
6. Date of birth (DD/MM/YYYY)
7. Country of birth
8. First language
9. Country of permanent residence
10. Are you using an Agent? Yes* No * If yes, please ensure you have attached the authorisation letter signed by you (original document only). **Refer to the guide.**

Section 02

Contact Details

11. Address for outcome of Assessment
If using an agent, provide agent's details
12. Applicant's (or agent's) email address
13. Telephone number/s

Section 03

Tertiary Education in Architecture

14. Please provide details of the accredited Australian qualification in Architecture which you have completed.

Name of post-graduate qualification

Course code

Name of the institution

Address of the institution

Entry requirement for the course

Date of course

Commencement

Completion

Length of full-time course

Years

Semesters

Length of time you took to complete the course

Years

Semesters

Did you study:

Full-time

Part-time

Hours per week

Was this a coursework program?

Yes

No

Applicant's Declaration

If forged, altered, or falsified documents are submitted to AACA at any time, the application will not proceed, no refund of fees will be made and the relevant authorities may be notified.

AACA reserves the right to contact educational and governmental institutions and agencies for additional information and/or verification of the authenticity of the documents submitted for this assessment.

15. I solemnly and sincerely declare and affirm that

- The information I have supplied on this form and any additional pages and supporting documentation is complete, correct and up-to-date;
- I undertake to inform the Architects Accreditation Council of Australia (AACA) of any changes to my circumstances (eg address or other contact details) while my application is being considered;
- I authorise the AACA to make any enquiries necessary to assist in the assessment of my academic qualification(s) and to use any information supplied in this application for that purpose; and
- I have read and understood the information supplied to me in the explanatory notes accompanying this application.

Please print and sign this form. AACA only accepts documents with original signatures.

Print Applicant name

Applicant Signature

Date

Print Witness name

Witness Signature

Date

Section 05

Applicant's Checklist

Use the following checklist to ensure that all requirements have been met:

Application Form completed in English

Full personal details and correct contact details provided

Certified copy of the degree or diploma for each academic qualification in the original language, as officially issued by the relevant institution or authority

Certified copy of the academic transcript for each academic qualification (or student book or mark sheets) in the original language, as officially issued by the relevant institution or authority

Certified copies of the English translations of any of the above documents that are in a language other than English

Certified copy of evidence of change of name (if applicable)

Agency letter signed by you authorising another person (by name) to act on your behalf as your agent (if applicable)

Declaration signed

Payment of fee

Notes

All documentation must be submitted in unbound, loose-leaf format.

You must provide all of the requested information, including all documents and pay the application fee before your application can be considered.

Section 05

How to Lodge

Send your completed application form, supporting documentation and application fee to:

Architects Accreditation Council of Australia (AACA)
PO Box A2575
Sydney South 1235
Australia

Contacting AACA



Architects Accreditation Council of Australia (AACA)
PO Box A2575
Sydney South 1235
Australia



+612 8042 8930



mail@aaca.org.au



www.aaca.org.au