

Application Form

Section 01

Personal Details

1. Title Dr Mr Mrs Miss Ms Other
2. Family name
3. Given name/s
4. Date of birth (DD/MM/YYYY)
5. Gender Male Female
6. Country of birth
7. Mailing address

Please attach a personal photograph

8. Telephone numbers

9. Email

10. Citizenship/Residency status Attach a certified copy of your passport or relevant visa.

Section 02

Tertiary Education in Architecture

10. Academic Qualifications or equivalent

Name of institution

Date of Graduation

Section 03

Details of Registration

11.(a) Current Registration/
License to practice as an
architect

Name of
Authority

Date of
admission

Country of
issue

Date of
admission

(b) APEC Architect Registration

Country of
issue

Date of
admission

**Attach a certified copy of
current APEC registration.**

Section 04

Professional Experience

Attach a CV and professional portfolio compiled in to a single A4 PDF document (maximum file size 50mb).

- **Current CV** (maximum 4 pages)
- **2 References** – from persons who can comment on the applicant’s professional capacity to operate to the standard expected of an architect in Australia, preferably one of whom is an architect registered in Australia. Contact details of referees must be supplied as they may be contacted.
- **Project Portfolio** – The portfolio is used to present extracts from Complex Projects over at least 7 years (built work only) to demonstrate the required Performance Criteria from the NSCA.

For each Project referenced in the Portfolio, include a Project Summary with the following information:

1. Project Name
2. Location
3. Building Type
4. Cost
5. Job Title with explanation of role on project
6. Project date of completion
7. Project description; linking relevant aspects of the applicant’s responsibilities to the required Performance Criteria (maximum 500 words).

Section 05

Payment

See the AACA Forms and Fees web page for the current fee.

Applicants are required to make full payment with the application. Once an application has been submitted fees are **not refundable**.

AACA only accepts online credit card payments, by VISA or MASTERCARD.

Payment can be made through the Forms and Fees page on the AACA website. All credit card transactions will be subject to a surcharge. Applicants will receive an email confirmation and payment receipt after payment is successfully made.

Payment details are protected during transmission using 256-bit SSL encryption. AACA does not store any part of the credit card number, expiry date or CCV number on our server.

Section 06

Applicant's Checklist

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

Certified copy of APEC Architect Certificate

Proof payment of fee

CV and professional portfolio referencing 7 year period of practical experience as a registered architect

Certified Registration certificate in home economy

Section 07

Lodgement

Send your completed application via email to:

Architects Accreditation Council of Australia (AACA)

mail@aaca.org.au

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