



Australian APEC Architect

Guide for Applicants

Please read this guide carefully before downloading the [Application Form](#).



1. Introduction

To be an Australian APEC Architect, applicants must:

- be registered with one of the state/territory architect registration boards in Australia.
- have completed a minimum period of seven years professional practice after initial registration as an architect in any participating economy.
- have experience across all of the following categories of architectural practice:
 - Preliminary Studies and Preparation of Brief;
 - Design;
 - Contract Documentation; and
 - Administration.
- have undertaken at least three years of the seven year period as an architect:
 - with sole professional responsibility for the design, documentation and contract administration of buildings of moderate complexity; and/or
 - in collaboration with other architects, as an architect in charge of and professionally responsible for a significant aspect of the design, documentation and/or contract administration of complex buildings.*
- provide two written references, one of which must be from an architect registered in Australia. Referees must be familiar with your work over the last seven years, either as a supervisor, an associate or a client.

Professional practice undertaken outside Australia may be acceptable.

***Complex Project:** Typically a project of medium scale or larger that requires the skill and knowledge to deliver the resolution and integration of complicated aspects including but not limited to: siting, planning, structure, services, materials, composition and configuration. A complex project is demanding in its ordering and organisation of multiple occupancy and/or special purpose user requirements and requires the integration of cultural, social, environmental and technical issues.

2. Application

Applications will be considered by the Australian APEC Architect Monitoring Committee and applicants will be advised of the result in writing.

APEC Architects admitted to the Australian section of the Register must immediately advise the Australian APEC Architect Monitoring Committee of any changes to the information recorded on the Application Form.

APEC Architect registration will be cancelled if an architect ceases to be registered with at least one of the architect registration boards in Australia.

3. Identification Cards

APEC Architects will be issued with Identification Cards on admission to the APEC Architect Register, to verify the currency of their registration and to facilitate access to independent practice in other participating economies.

4. Fees

Initial Registration Fee

Application fee is \$140.

Continued Registration

APEC Architect registration may be renewed annually for \$110 or biennially for \$200.

Fees are quoted in Australian dollars (AUD). Once an application has been submitted fees are not refundable.

From 1 December 2017, 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.

Contacting AACA



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