



Overseas Qualifications Assessment (OQA) Stage 1 Provisional Assessment Appeal

Guide for Applicants

Read this Guide carefully, then download and complete the [Application Form](#)



1. Appealing a decision

If you have received an Overseas Qualifications Assessment (OQA) Stage 1 Provisional Assessment letter relating to the occupation Architect, ANZSCO Code 232111, and you disagree with the outcome, you may apply to the AACA to have the decision reviewed.

The OQA Stage 1 Provisional Assessment Appeal Form is to be used for an Appeal against the outcome of an Overseas Qualifications Assessment (OQA) Stage 1 Provisional Assessment; which is an assessment of academic qualifications in architecture for migration purposes under the general skilled migration categories.

The Appeal will be considered by an independent expert panel.

Please note: Appeals must be lodged within three (3) months of the date of notification of the result of the original assessment outcome.

The appeal committee will only review completed qualifications obtained by coursework as submitted in your original OQA application. If the original decision is upheld, no advice will be given regarding how to update your qualifications and no further discussion will be entered into with respect to the outcome of your assessment.

As this is an assessment of qualifications only, no references (third-party comments) or evidence of work experience will be taken into account.

2. The Appeal Process

The appeal is a review of the original application by an independent expert panel consisting of members who have not previously assessed the application.

Appeals must be lodged within three (3) months of the date of notification of the result of the original assessment outcome. Appeals must be in writing using the Appeal Application Form, submitting all required documentation and providing substantial argument in support of overturning the original decision.

No supplementary documentation over and above the documentation provided with your original OQA Stage 1 Provisional Assessment application, may be provided with your appeal.

3. Reasons for your Appeal

Clearly set out in your own words your reasons for appealing the decision, in an appeal letter of maximum 2000 words. Please sign, date and submit your appeal letter with the appeal application form and relevant documents listed under Section 5 - Submission Requirements.

4. AACA's Assessment Process

AACA assesses academic qualifications obtained overseas and/or within Australia to determine whether they are equivalent to a current Australian accredited academic qualification in Architecture. An Australian accredited qualification is one that is approved under law by an Australian registration authority. A full list is available here (<http://www.aaca.org.au/registration-as-an-architect/recognised-architecture-qualifications/>)

According to these guidelines, architectural qualifications must be completed through a coursework degree of a minimum 10 semesters duration (full-time equivalent), and involve the satisfactory completion of the following 7 prescribed core areas of study:

- Design Studies and Design Integration
- Documentation and Technical Studies
- History and Theory Studies
- Practice and Project
- Management Implementation and User Studies
- Environmental Studies
- Communication Studies
- Elective Studies

Please note: some qualifications include a compulsory period of practical experience; this does not contribute to the minimum period of study.

In forming its opinion on the status of an academic qualification compared to an Australian accredited academic qualification in Architecture, applications are considered on a case-by-case basis using the following criteria:

- Education system in the country in which the qualification(s) was obtained;
- Status of the awarding institution;
- Duration of course (minimum 10 semesters full time equivalent coursework, excluding any practical components);
- Structure of the coursework program compared to an Australian accredited course in architecture, including the weighting given to individual units and core subject areas (by credit points and/or contact hours)
- Grading system; and
- Content of the individual units of study compared to an Australian accredited academic qualification in Architecture

5. Submission Requirements

The following documents are required when submitting an appeal:

1. **Appeal Letter** (max 2000 words) clearly stating your reasons for the appeal, signed and dated
2. **Appeal Application Form** completed in full, including details of Provisional Assessment Outcome (at Section 03) and declaration signed, witnessed and dated (at Section 06)
3. **Copies** of the following documents included in your original application:
 - **Degree(s) certificate(s) and academic transcript(s)** in original language (if other than English) and English translations (if applicable)
 - **Self-Assessment Matrix**
 - **Proof of professional registration** (if applicable)These should not differ from the documents provided with your original application. You do not need to have the documents re-certified, as the AACA has certified copies of your original OQA Stage 1 documents. .
4. Authorising **Letter for agent** (if applicable)
5. **Proof of payment.** Please provide a copy of the receipt confirming your credit card payment.

No additional documentation will be considered in the assessment.

Additional qualifications completed since the lodgement of your Skills Assessment application will not be assessed. Qualifications completed since lodgement of your original application require a new application for assessment.

6. Core Areas of Study

Each of the 7 core areas of study is described below.

- 1. Design Studies and Design Integration**

Demonstrate an ability for propositional, imaginative, iterative, integrated thinking to synthesise complex architectural designs; an ability to support decision-making using evidence-based, reasoned argument and judgement; an ability to draw upon a knowledge of and the capacity to integrate design procedures, precedents, systems and construction processes; and an ability to synthesise this knowledge to problem solve and provide creative design solutions.
- 2. Documentation and Technical Studies**

Demonstrate an understanding of the visual and contextual qualities of structural systems, construction elements, materials and building components; an ability to apply technical design processes and integrate structure, construction technologies and services systems into design solutions; and an ability to understand the role and characteristics of technical documentation and specifications in the development of buildable solutions.
- 3. History and Theory Studies**

Demonstrated knowledge of architecture, its history and precedents; an ability to draw upon, interpret, integrate and apply this information, including heritage and conservation rationales, to modern design solutions; and an ability to research and evaluate emergent knowledge as it becomes necessary to fulfil the profession's role in society.
- 4. Practice and Project Management, Implementation and User Studies**

Demonstrate an understanding of architecture's status as an ethical service-oriented profession committed to responsible care for the inhabited environment; an understanding of the principles of business management and their application to the built environment, project procurement and professional consultancy and an awareness of the relevant codes, regulations and standards for planning, design, construction, health, safety and use of the built environment.
- 5. Environmental Studies**

Demonstrate a knowledge of people, environments and culture and the future impacts of architectural proposals on the lives of the people and the quality of environments affected; an understanding of ecological sustainability, urban planning and local demography and resources; and the ability to synthesis this knowledge to inform design solutions.
- 6. Communication Studies**

Demonstrate an ability to communicate with a variety of audiences in appropriate ways; an understanding of the various means used to communicate ideas; and an ability to prepare and read visual presentations, including drawings, diagrams, other graphic techniques and modelling using manual and electronic means.
- 7. Elective Studies**

Demonstrate an awareness of broader cultural context in which architecture is practiced; and/or an understanding of the specialisations associated within the architecture discipline.

7. Fees

Please see the Forms and Fees page on the AACA website for the current fees. All fees are quoted in Australian dollars (AUD).

Once an application has been submitted fees are not refundable.

AACA only accepts online credit card payments, by VISA or MASTERCARD. Credit card surcharge applies. Payment can be made through the Forms and Fees page on the AACA website. Applicant 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 do not store any part of the credit card number, expiry date or CCV number on our server.

A copy of the payment receipt must be submitted with your appeal application.

8. Agents

Privacy provisions prohibit AACA from discussing your application with other people (third parties) unless specifically authorised to do so.

If you want someone such as a family member or other person to deal with AACA on your behalf, you will need to attach a letter authorising this person (by name) to act as your agent.

9. Penalties

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 any documents.

11. Timeframe

Appeals must be lodged within three (3) months of the date of notification of the result of the original assessment outcome.

AACA will send an email to confirm that your application and fee has been received. The receipt does not indicate acceptance of your application.

Outcome Letters and Skills Assessments for successful appeals are provided in hard copy only and may take some time to arrive when posted to an address outside of Australia. Please wait at least 12 weeks after receiving your receipt before contacting AACA about the progress of your application. AACA will contact you if more information is needed

12. How to Submit

Appeals can be submitted using one of the options below.

1) By email (preferred):

Applications are to be submitted via email to mail@aaca.org.au. Applicants should use a file-hosting service (i.e. Dropbox) for the appeal documentation. Please supply a link to the Dropbox documents in your submission email sent to mail@aaca.org.au

2) By post:

Completed applications should be posted to this address:

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

3) By courier:

If using a courier, provide this street address to the courier:

Architects Accreditation Council of Australia (AACA)
Suite 3, Level 5
75 Castlereagh Street
SYDNEY NSW 2000
Australia

4) In person:

Applications may be dropped off in person to the AACA Office during standard office hours of 9am to 5pm. When submitted in person, applications are treated as a standard mail delivery and are not immediately checked or receipted by the AACA Office.

Applicants must provide all requested information and documents before applications can be considered.

Applicants will normally receive an email acknowledgement within 2 business days of submission.

Contacting AACA



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



(02) 8042 8930



mail@aaca.org.au



www.aaca.org.au