

Chapter A-E 1

REGISTRATION AND CERTIFICATION

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A-E 1.01 Eligibility of applicant. (1) **WISCONSIN RESIDENT.** A person to be eligible for registration in Wisconsin must be a resident of Wisconsin or qualified as provided in section A-E 1.01 (2).

(2) **OUT-OF-STATE RESIDENT.** Residents of states or other governmental units may be eligible for registration in Wisconsin if they have a current registration obtained by examination in a governmental unit, or are certified by the national council of architectural registration boards or the national council of state boards of engineering examiners.

(3) **APPROVED CURRICULUMS.** (a) The architectural division approves, in general, all curriculums in architecture that are accredited by the national architectural accrediting board.

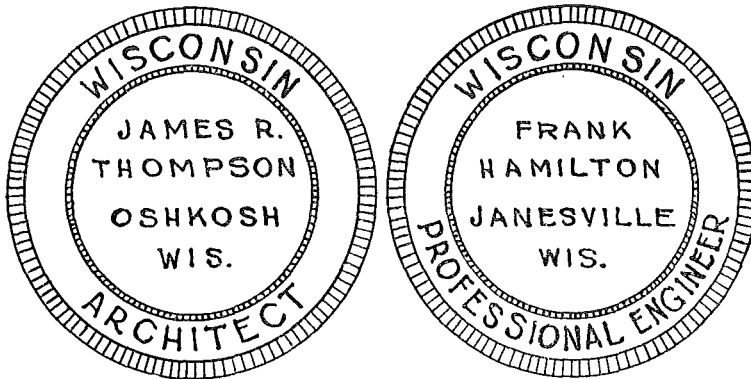
(b) The engineering division approves, in general, all curriculums in engineering that are accredited by the engineers' council for professional development.

A-E 1.02 Applications for registration or certification. (1) Application blanks for registration will be furnished to individual applicants but will not be furnished in quantities to intermediaries.

(2) The application of any applicant who has not complied with or given satisfactory reasons for not complying with a written request of the board within a period of one year shall be considered denied. If the applicant desires registration or certification after his application has been so denied he must submit a new application and make payment of the required fees of a new applicant.

A-E 1.03 Issuance of certificate. The date of registration and date of issuance of a certificate is the date registration is granted by the board to the applicant unless a later date is established by the board. Failure to pay the final fee within a period of 2 months after notification of approval of application for registration shall cause registration to lapse unless the applicant submits satisfactory reasons for the delay to the board.

A-E 1.04 Registration seals. (1) The following designs, to which registration number may be added if registrant desires, have been adopted.



(2) All plans, documents and specifications for architectural or professional engineering practice shall be sealed by the principal in responsible charge of the work, who shall provide himself with a seal that complies with the specifications of the board. While it is necessary that each sheet of unbound plans, design sheets and specifications carry the seal and signature of the architect or professional engineer in responsible charge of their preparation it is proper and reasonable to require that for bound volumes of plans, design sheets and specifications the seal and signature of the architect or professional engineer in responsible charge of their preparation need be affixed only to one sheet of each bound volume, provided the sheet to which they are affixed clearly identifies by number and title all the other sheets comprising the bound volume and the date of the seal and the signature. A bound volume cannot be added to or portions of it deleted unless such revision is clearly set forth in a statement giving additions or deletions to the original as sealed and signed and that statement bear the seal and signature of the architect or professional engineer in responsible charge of their preparation and the date the seal and signature was affixed, which statement together with the revision *covered* becomes a part of the original bound volume. The statement of revision must be placed on the sheet bearing the original seal and signature, or it may be attached to it provided the revision is identified by title and date on the sheet bearing the original seal and signature.

(3) Rubber stamps, identical in size, design and content with the approved seals may be used by the registrant at his option.

History: 1-2-56; am. (2), Register, April, 1958, No. 28, eff. 5-1-58.

A-E 1.15 Examinations. (1) **ELIGIBILITY.** An applicant to be eligible to enter a scheduled examination must file his application for registration or certification or request for re-examination together with the required fees with the secretary 2 months before the scheduled date for the examination.

(2) **FORFEITURE OF FEES.** In the event an applicant has been notified in writing by the office of the secretary of the board that he has been assigned to a stated examination, and he fails to appear for

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such examination his fee shall not be refundable unless he has been excused from such obligation 10 days prior to such examination or unless he submits to the board ample proof that he was unable to be present. Such proof must be in the office of the board at least 2 months before a future examination which he may desire to take if his former fee is to be considered for use in connection with such examination.

(3) **EXPERIENCE REQUIREMENT.** An applicant, who is a graduate of an approved curriculum or who is certified as an engineer-in-training but who has had insufficient experience to qualify for registration, may take the appropriate examination at any of the scheduled dates but registration will not be granted until the required experience has been completed.

(4) **EXAMINATIONS FOR ARCHITECTS.** (a) *Examination required.* The objective of the board is to conduct its examinations for registration as an architect in the manner prescribed by the national council of architectural registration boards. This procedure is of considerable value to one registered on the basis of having passed such an examination if, at some future date, he might find it necessary to obtain reciprocal registration as an architect in another state.