

ARCHITECTS REGISTRATION ACT, 2003-5

SECOND SCHEDULE

(Section 5 (3))

**FORM A**

**APPLICATION FOR REGISTRATION AS AN ARCHITECT**

To: The Architects Registration Board

1. Name of Applicant: \_\_\_\_\_

2. Address of Applicant: \_\_\_\_\_

\_\_\_\_\_

3. Date and Place of Birth: \_\_\_\_\_

\_\_\_\_\_

4. Nationality: \_\_\_\_\_

5. Qualifications of Applicant: \_\_\_\_\_

(Photostat or certified copies of certificates and diplomas should be attached)

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

6. State countries or institutions in which you have practiced since qualifying.

Countries of Institutions	Date	
	From	To
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

7. In which countries are you now registered or entitled to practice as an architect?

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

8. Has your registration or entitlement to practice as an architect in any country ever been cancelled or suspended? \_\_\_\_\_

If so, on what date and for what reason?

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

9. Names and Addresses of 3 referees as to character.

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I enclose copies of certificates.

person information I hereby apply to be registered as an architect and declare that I am the named in the enclosed certificates or diplomas and that the above is true and correct.

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(Signature of Applicant)

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Date

(Section 11 (2))

**FORM C**

**APPLICATION FOR ENTRY OF ADDITIONAL  
QUALIFICATIONS IN REGISTER**

To: The Registrar

1. Name of Applicant: \_\_\_\_\_

2. Additional qualifications: \_\_\_\_\_  
(Photostat or certified copies of  
certificates and diplomas should be attached)

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

3. Date on which additional qualifications granted:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

I hereby make application for the entry of the abovementioned qualifications granted since the entry of my name in the register of architects kept by the Registrar under section 4 of the Architects Registration Act, 2003.

I do hereby declare that to the best of my information and belief, the particulars stated are true.

\_\_\_\_\_  
(Signature of Applicant)

\_\_\_\_\_  
Date

## **REGISTRATION REQUIREMENTS**

1. Possess a degree, diploma or other qualification in architecture granted by a university or school of architecture that, in the opinion of the Board, is evidence of satisfactory training in architecture; **or**
2. Is registered as an architect by a board, council or institute in a country other than Barbados and where in the opinion of the Board, the overseas body upholds satisfactory standards of architecture; **and**
3. Has not less than 3 years of such practical experience in architecture as the Board approves.

### **Supporting Documentation Required**

- i) Proof of academic qualifications – original certificates or notarized copies signed by parliamentary representative, senior government official, attorney, clergyman or justice-of-peace.
- ii) Job Verification Letters – Confirming periods of employment and associated tasks and responsibilities: should be signed and sealed by a registered architect.
- iii) Detailed Resume – detailing past employers, job descriptions, employment periods, etc.
- iv) Proof of Nationality – National Identification Card; Passport
- v) proof of Immigration Status (if applicable) – Work Permit and/or other legal document.
- vi) Proof of Registration as an Architect outside of Barbados (if applicable). Note that an official letter must be sent from the registration board directly to the ARB.