Verification of Experience

Incomplete and illegible forms will be returned.

The National Council of Architectural Registration Boards (NCARB) has been requested to prepare a record of the professional qualifications of the applicant whose name appears below. This record will be made available to the architecture registration board of the applicant's choosing. We request your assistance in providing information with sincere and conscientious consideration of the need for accurate data and for objective appraisal of the applicant's ability and potential to practice architecture.

APPLICANT COMPLETE

1. NCARB Record No.: _____   2. Name: _____

3. What is your professional relationship to the reference? _____

Applicant's Authorization and Release

This release must be signed before sending this form to the reference.

I hereby authorize NCARB to make inquiries of the person listed below with respect to my background and character. I invite full and complete response to all inquiries. I release said person from any and all claims, including claims for libel and slander, which may arise out of the communication of any information to NCARB. I hereby certify that all information furnished by me herein or attached hereto is correct. I further certify that my experience encompasses the tasks defined under the Architectural Experience Program's (AXP) six categories, referenced below.

4. Signature: _____   5. Date: _____

REFERENCE COMPLETE
Subordinates and relatives of applicant are not eligible to complete this form.

A. Name: _____   B. Email: _____

C. Phone: _____   D. Employer: _____

E. Jurisdiction: _____   F. Date of that registration: _____

G. Relationship to applicant: _____

I certify that the applicant noted on line two above has met the intent of the Architectural Experience Program (AXP). I am familiar with their work and certify that their experience encompasses the tasks defined under the AXP's six categories, referenced below. I further certify that this individual has gained knowledge and skills required for the independent practice of architecture.

AXP Experience Areas

The AXP includes 96 tasks that are typically performed in six experience areas:

1. Practice Management
2. Project Management
3. Programming & Analysis
4. Project Planning & Design
5. Project Development & Documentation
6. Construction & Evaluation

For a full list of these tasks, please refer to the *AXP Guidelines*, available at www.ncarb.org.

H. Technical competence is satisfactory?   YES   NO

I. Professional conduct is satisfactory?   YES   NO

J. Signature: _____   K. Date: _____