

Canada / Mexico / United States Tri-National Mutual Recognition Agreement

MANUAL

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INTRODUCTION

CANADA/MEXICO/U.S. TRI-NATIONAL MUTUAL RECOGNITION AGREEMENT

As the world becomes increasingly interconnected, architectural practice is no longer limited to the country where you were initially licensed. This Canada/Mexico/U.S. Tri-National Mutual Recognition Agreement (MRA) allows you to expand your professional opportunities internationally, facilitating career mobility in Canada, Mexico, and the United States.

This MRA was developed by the National Council of Architectural Registration Boards (NCARB), the Regulatory Organizations of Architecture in Canada (ROAC), and the Comité Mexicano Para la Práctica Internacional de la Arquitectura (COMPIAR). It provides a pathway for qualified architects to obtain reciprocal licensure in the participating jurisdictions of these three countries.

If you meet the [eligibility requirements](#), you can use the MRA to broaden your career while maintaining the high standards of competency, ethics, and public protection that guide the architecture profession.

In this manual, you will find a step-by-step guide to help you navigate the licensure application process in Canada, Mexico, and the United States. Whether you are looking to expand your practice internationally or take advantage of new market opportunities, this MRA offers you the flexibility to pursue your career wherever it may lead.

Canada

ABOUT ROAC

The Regulatory Organizations of Architecture in Canada (ROAC) represents the 11 provincial and territorial regulators of the profession of architecture in Canada. These regulatory bodies are responsible for setting the standards for entry into the profession and for issuing licenses to those who meet established standards of qualifications and practice. These regulators individually regulate the practice of architecture so that the public interest is protected within their respective province or territory.

Through ROAC, Canadian architectural regulators work collectively to develop and adopt nationally recognized standards and programs which meet their regulatory responsibilities, as well as the needs of the architectural profession.

LICENSURE IN CANADA

In Canada, the profession and practice of architecture is regulated at the provincial/territory level. Each jurisdiction has legislation in place that gives each provincial and territorial professional regulatory association both the authority and the responsibility to establish standards of admission and competence for candidates seeking licensure to practice architecture in their respective jurisdictions.

ROAC works collectively to develop and adopt nationally recognized standards of competence. These standards are embodied in the [Canadian Standard of Competency for Architects](#), which establishes consistent criteria that candidates must meet, regardless of their chosen path to licensure.

USE OF THE TITLE ARCHITECT

The use of the title “architect” is limited to those individuals who have obtained a license to practice architecture in a Canadian jurisdiction and restricted to the jurisdiction where the license is issued.

CONTACT ROAC

Website: www.roac.ca

General inquiries: info@roac.ca

Canada/Mexico/U.S. Tri-National MRA communications: Administrator Licence, Office of the Registrar (officeoftheregistrar@oaa.on.ca).

Mexico

ABOUT COMPIAR

The Mexican Committee for the International Practice of Architecture (COMPIAR) was established by the Mexican government as the agency responsible for mutual recognition agreements with Canada, the U.S., and other countries, regarding the practice of international architects in Mexico and Mexican architects abroad. It is composed of:

- [Federación de Colegios de Arquitectos de la República Mexicana A.C. \(FCARM\)](#)
- [Asociación de Instituciones de la Enseñanza de la Arquitectura de la Republica Mexicana A.C. \(ASINEA\)](#)
- [Acreditadora Nacional de Programas de Arquitectura y del Espacio Habitable A.C. \(ANPADEH\)](#)
- [Entidad para la Certificación Nacional de Arquitectos más Especialidades Afines \(ENCONARQ+EA\)](#)

Advisory Board:

- [Dirección General de Profesiones de la Secretaria de Educación Pública](#)
- [Dirección General de Comercio de Servicios e Inversión General de la Secretaria de Economía](#)
- [Instituto Nacional de Migración of the Secretaria de Gobernación](#)

If you are unable to access the links above, please contact presidente@enconarqea.org.mx for assistance.

LICENSURE IN MEXICO

The Cédula Profesional, or professional registration required to practice architecture in Mexico, is issued at the national level by the Secretaría de Educación Pública (SEP) or the state licensing boards, after applicants fulfill educational and social service requirements. Once an architect obtains their license, they are authorized to practice architecture throughout the entire country, without the need for additional regional or local licenses. The national scope of the license ensures uniform professional standards and allows architects to work in any state or region within Mexico.

USE OF THE TITLE ARCHITECT

In Mexico, the title “architect” (“arquitecto”) is legally protected and can only be used by individuals who have met the necessary education requirements. To use the title, one must hold

a degree granted by a higher education institution recognized by national or appropriate local government. The misuse of the title by unqualified individuals is a violation of Mexican law and can result in legal penalties, including fines.

ENCONARQ+EA CERTIFICATE

The ENCONARQ+EA Certificate is a voluntary credential that certifies an architect's professional competence, confirming they have met the necessary educational and professional practice standards to work as a licensed architect in Mexico. The certification process generally includes verifying the architect's education, professional experience, and adherence to Mexican regulations regarding the architectural profession. ENCONARQ+EA certification is often used to facilitate professional mobility within Mexico and can also support international reciprocity agreements for architects seeking to practice abroad.

CONTACT ENCONARQ+EA

Website: www.enconarqea.org.mx

General inquiries: ENCONARQ President presidente@enconarqea.org.mx

Canada/Mexico/U.S. Tri-National MRA communications: ENCONARQ President (presidente@enconarqea.org.mx | subject line: "ARM Tri-Nacional")

United States

ABOUT NCARB

The National Council of Architectural Registration Boards (NCARB) is a nonprofit organization comprised of the architectural licensing boards of 55 U.S. states and territories. NCARB, in collaboration with these boards, facilitates the licensure and credentialing of architects to protect the health, safety, and welfare of the public. NCARB works with its Member Boards and volunteers to develop and facilitate national standards for initial licensure, continuing education, and license renewal—it also establishes the requirements for the NCARB Certificate in support of reciprocal licensure within the United States.

LICENSURE IN THE UNITED STATES

There is no national license to practice architecture within the United States. While NCARB works to create national standards and programs for licensure, licenses to practice architecture are issued and regulated individually by the U.S. states and territories, referred to as jurisdictions. Each of these 55 U.S. jurisdictions has an architecture board responsible for issuing licenses and setting licensure requirements; regulating the practice of architecture within its borders;

and protecting the public’s health, safety, and welfare. The licensing boards can independently choose which programs to adopt as a requirement for licensure. Architects must be licensed by each jurisdiction in which they plan to practice.

USE OF THE TITLE ARCHITECT

The use of the title “architect” is limited to those individuals who have obtained a license to practice architecture in a U.S. jurisdiction and restricted to where the license is issued.

NCARB CERTIFICATION

The NCARB Certificate is a professional credential that facilitates reciprocal licensure among all 55 U.S. jurisdictions and can support applications for licensure in other countries where NCARB has established agreements with their licensing authorities. Although a Certificate does not qualify an individual to practice architecture in a jurisdiction, it indicates an architect has met the highest professional standards to ensure the protection of the health, safety, and welfare of the public.

Architects licensed in a U.S. jurisdiction must hold an NCARB Certificate to apply for reciprocal licensure through a mutual recognition agreement. International architects must meet the requirements established by their specific MRA before they are issued an NCARB Certificate. The NCARB Certificate is then used to apply for licensure in a [participating U.S. jurisdiction](#). This process is described further on [page 8](#).

To learn more about the requirements for NCARB certification, read the [Certification Guidelines](#).

RECIPROCITY

Licensure in multiple jurisdictions can be accomplished through “reciprocity,” an agreement among the 55 U.S. jurisdictions—and some countries—to recognize licenses issued by other boards. The easiest way to apply for a reciprocal license is through the NCARB Certificate. In some jurisdictions, architects with an NCARB Certificate can pursue work before earning a reciprocal license in that jurisdiction. Always check local regulations before pursuing work in a jurisdiction where you are not licensed, and note that architects can only provide professional services in jurisdictions where they are licensed.

CONTACT NCARB

Website: www.ncarb.org

General inquiries: www.ncarb.org/contact-us

Canada/Mexico/U.S. Tri-National MRA communications: International Relations team (mra@ncarb.org | subject line: “Tri-National MRA Application, NCARB Record #XXXXX”)

APPLICATION PROCESS

The Canada/Mexico/U.S. Tri-National MRA removes barriers and establishes standards for the recognition of qualified architects from each country to apply for reciprocal licensure in the other two countries.

To be eligible for the MRA, you must be licensed in Canada, Mexico, or the U.S. You must demonstrate a period of no less than five years of post-licensure experience, at least two years of which must be in responsible control of the comprehensive practice of architecture and completed in your home country. The application process includes submission of an application form, completion and review of a dossier, and an interview.

The following documents are included as downloadable, fillable PDFs:

- Application Form [[English](#)]
- Attestation of Good Standing [[English](#)]
- Resume Form [[English](#)]
- Tri-National Dossier Competency Area Form [[English](#)]

U.S. jurisdictions decide independently whether to participate in an established agreement or opt out. Participating U.S. licensing boards recognize an NCARB Certificate issued in accordance with the MRA and grant reciprocal licenses for practice within their jurisdiction. Conversely, U.S. architects pursuing licensure in Mexico or Canada must be licensed in a participating U.S. jurisdiction to be eligible for this MRA. Any licensing boards may have additional requirements that must be fulfilled before issuing a license.

NCARB maintains an [updated list of U.S. jurisdictions](#) that accept the Canada/Mexico/U.S. Tri-National MRA. If the jurisdiction where you are seeking licensure is not captured here, [contact us](#).

Tip

Home: Where your initial license was issued

Host: Where you are seeking licensure

Process Overview

Here is a broad overview of the steps you need to take to complete the Canada/Mexico/U.S. Tri-National MRA. Each of these steps is described in more detail below.

1. [Eligibility](#). Review the eligibility requirements below. You are required to have an active Certificate/license with your home country before applying for the Canada/Mexico/U.S. Tri-National MRA. All documents must be submitted in the official language of the host jurisdiction.
2. [Application](#). Complete the [Tri-National Application Form](#) and submit it to the organization in your home country (NCARB, ROAC, or ENCONARQ+EA). You may pursue licensure in two countries simultaneously. A separate application fee applies to each application. An [Attestation of Good Standing](#) must accompany your application. Your home country will review your application to determine that you meet the basic eligibility requirements prior to transmitting your documents to the host jurisdiction.
3. [Dossier](#). Prepare and submit your dossier for preliminary review by the host organization. Dossiers that meet the initial format and submission requirements will be reviewed by a panel of architects. You will be notified of the outcome via email as soon as the panel completes their review. The review process may take up to six to eight weeks.
4. [Interview](#). Once the dossier is approved, you will be invited to an interview with the review panel. The interview will take place through a video conference platform and will be conducted in the official language of the host jurisdiction, without the assistance of an interpreter. You will be notified of the outcome of the interview via email within 10 days of your completed interview.
5. [Licensure](#). After completing the steps above and submitting a final Attestation of Good Standing, you can apply for licensure in the country where you plan to become an architect. The host organization will provide information on obtaining reciprocal licensure.

Eligibility

To be eligible for reciprocal licensure through this agreement, you must meet the following requirements:

- Have an active license in good standing in your home country.
- Hold a degree in architecture from an architecture program accredited by ANPADEH, NAAB, or CACB, or a recognized equivalent accepted as satisfying the education component in your home country.
- Have a minimum of five years of post-licensure experience, at least two of which must be in responsible control in the country where you were initially licensed.
- U.S. architects must hold an NCARB Certificate.
- Mexican architects must hold a ENCONARQ+EA Certificate.

Note: Architects who have become licensed in their home country through another mutual recognition agreement are not eligible under this agreement.

If you meet the eligibility criteria and are interested in applying for this agreement, contact the regulatory organization representing the country in which you were initially licensed to get started.

Application

When you submit your [application](#) and [Attestation of Good Standing](#) to the organization in your home country, you will be asked to identify the country and jurisdiction(s) where you want to become licensed.

After your application and documents have been accepted by your home organization, they will be transmitted to the host organization. A transmittal fee may be required. The host organization will review your application materials and email you to confirm receipt and send instructions for paying the application fee. The host organization may reach out to request additional information if needed.

If you are pursuing licensure in two countries, one of the host organizations will assume the role of host and coordinate directly with the other throughout the process. You will only receive communications from the host organization during the application process.

Dossier

As part of the application process, you will need to submit a dossier of work to demonstrate competence for the comprehensive and independent practice of architecture in the country where you will become licensed. Do not start working on the dossier until you have reviewed this manual and the relevant forms—be sure to devote sufficient time to creating your dossier. You must submit the dossier in the host jurisdiction’s language.

After you send your dossier to the host organization, they will provide a preliminary review and may contact you to request clarifications and additional information or suggest improvements.

After the preliminary review, the dossier is reviewed again by a panel of architects, including representatives from the host organization(s) where you will be eligible for licensure. You must submit an updated [Attestation of Good Standing](#) form once your dossier is ready to be shared with the review panel. A fee associated with the dossier will be charged after the preliminary review is complete, but before the host organizations sends the dossier to the review panel.

The review panel will determine whether your experience satisfies the competencies outlined in the agreement. The host organization may contact you to request additional information or clarifications related to the body of work presented in your dossier.

If the panel determines that the dossier does not adequately satisfy the MRA requirements, you will be notified of the deficiencies and may elect to revise and resubmit the dossier for further consideration within 60 days of such notification.

Revised submissions must specifically address the deficiencies identified by the dossier reviewers. If the dossier is determined not to adequately satisfy the MRA requirements to proceed to the interview phase, your candidacy will be considered closed. In such cases, you may reapply no sooner than one (1) year from the date of notification.

DOSSIER CONTENT

The first document included in your dossier is a resume. Please use the [resume template](#) provided by ROAC/ENCONARQ+EA/NCARB to create your resume. Your resume outlines your experience and lists the projects you will include in your dossier, as well as your license information. The experience you list in the resume should show that you meet licensure eligibility requirements in your home and host jurisdictions.

Your dossier of work must demonstrate competency in the three areas outlined in the agreement. Please use the [competency form](#) provided in this manual and include it in your

dossier as you complete each of the three areas—A, B, and C. You may add pages as needed to accommodate additional project information. Include a minimum of **three** built projects for each competency area. Individual projects do not need to address all the competencies in a given area, as long as the total projects submitted for each area address all of its competencies. Projects used to demonstrate one competency area may also be used to demonstrate one or both of the other competency areas—you may submit between three and nine total projects in your dossier.

Describe the nature of your role in each project as it relates to the specific competency area. If you were not the Architect of Record in a project, you must include an attestation from the Architect of Record verifying that you were substantially involved in the competency area. An Architect of Record attestation is provided on the last page of the resume. Once the Architect of Record has reviewed the relevant project(s) in your dossier and signed the attestation, you must submit the attestation as part of the resume in your dossier. **You must submit one attestation per project for which you were not the Architect of Record.**

The dossier must be limited to work that demonstrates the competencies within each competency area. Avoid including information that is not related to the competencies.

PROJECTS

Projects must be appropriately complex and follow the stipulations below to demonstrate competence to independently practice architecture in the host jurisdiction:

- Projects must be located in Mexico, Canada, or the U.S.
- Multi-family residential projects that a) either conform or potentially conform (given code applicability) to the Residential Group classification R of the most recent version of the International Building Code and b) are required to be sealed and approved by the local government authority are eligible.
- Single-family residential projects that are compliant or potentially compliant with the scope of the International Residential Code (IRC) are eligible.
- Farm buildings and structures or additions that do not require governmental building permits are **not** eligible.

COMPETENCIES

The projects you select must demonstrate the following professional competencies:

Competency Area A

Competence to create architectural designs that:

- A.1: Demonstrate an understanding of the relationship between people and buildings, between buildings and their environment, and the need to relate buildings and the spaces between them to human needs and scale;
- A.2: Respond to environmental concerns and address sustainability issues;
- A.3: Show skill in land-use planning and planning process;
- A.4: Take account of cultural and social factors.

Competency Area B

Competence to translate a design concept into built form and be able to:

- B.1: Investigate and interpret design objectives and relevant issues, and prepare the brief for a design project;
- B.2: Advise on project evaluations, feasibility studies, and programs;
- B.3: Evaluate and determine structural, constructional, and engineering elements of a building and integrate the advice and design of specialist disciplines into a building project;
- B.4: Assess the physical influences on buildings and the technologies associated with providing internal conditions of comfort and protection against the climate, and coordinate and integrate services systems to control them;
- B.5: Meet building users' requirements within the constraints imposed by cost factors and building regulations;
- B.6: Provide advice on issues of construction, procurement, and contract administration;
- B.7: Generate the documentation and information needed to translate a design concept into a building;
- B.8: Manage the procurement of buildings, administer contractual arrangements, and monitor their construction.

Competency Area C

Competence in the practice of architecture and:

- C.1: Observe legal and regulatory obligations related to the planning and construction of buildings;
- C.2: Have adequate knowledge of the industries, organizations, and procedures involved in the management and realization of a design project as a building;
- C.3: Observe the standards of conduct expected of a professional;
- C.4: Maintain competence in relevant aspects of the practice of architecture.

Documentation

For each project, start with a brief introduction, including the project title, location, date of completion, and your role in the project as it relates to the specific competency. Then, describe how your work demonstrates the competencies using supporting documents (images, texts, etc.). Clearly demonstrate how the project fulfills each competency.

Documentation may include, but is not limited to:

- Text and graphic documents developed during programming and initial code review, conceptual/schematic design, design development, construction documentation, and construction administration.
- Other documents used in proposals, presentations, permitting, and contract negotiation.
- At least one photograph of the completed project.

A comprehensive list of suggested exhibits that cover each of the competency areas can be found at the end of this manual in the [appendix](#).

FORMAT

The dossier must be well-organized and follow these guidelines:

- Submit the dossier digitally in PDF format as a single file with appropriate table of contents/bookmarks.
- Dossier must be in the language(s) of the jurisdiction(s) in which you are seeking licensure.

- Complete the form provided to ensure all aspects of each competency area are covered. All the information must be included in the space allocated within the competency area document, adding necessary pages as needed. [\[English\]](#)
- All documents, including text and graphic material used to support the application, should be clearly referenced with page numbers and titles.
- Appendices may only be included if necessary and should be clearly referenced and easily accessible. They must contain specific complementary information to demonstrate the competency in question.
- The dossier must be limited to work that demonstrates the competencies identified in the competency documents above. Avoid including information that is not related to the competencies.
- Organize your dossier in this order:
 1. Resume [\[English\]](#)
 2. Table of contents with links or bookmarks to relevant content
 3. Competency area document [\[English\]](#)
 4. Appendix (optional)

Interview

Once your dossier has been approved, you will be invited to an interview conducted by the members of the dossier review panel. The interview will be hosted by an online video conferencing tool.

During your interview, the panel will have the opportunity to clarify any outstanding concerns and to verify your:

- Responsibility and role in the development, management, and implementation of each submitted project;
- Understanding of the host jurisdiction's licensing and professional conduct requirements;
- Knowledge of the host jurisdiction building codes and laws; and
- Ability to effectively communicate competence in the official language of the host jurisdiction.

The panel may also ask you to describe how you might make modifications to one or more of the projects in your dossier to comply with building codes and laws in the host jurisdiction. You should prepare for this question before the interview.

Choose a location with reliable internet service for the interview, and test your equipment and technology in advance. You will need to access a copy of your dossier during the interview. Additional materials and/or documents are not permitted. You may not use an interpreter or subtitles in any language during the interview.

Licensure

You must submit a final [Attestation of Good Standing](#) before applying for a license in a participating jurisdiction in the country where you plan to become licensed.

You must obtain licensure in at least one jurisdiction of the host country within one year of successfully completing the process. Licensing authorities may have additional requirements that must be fulfilled before issuing a license. After successfully completing the Canada/Mexico/U.S. Tri-National MRA, you may obtain a license in a participating jurisdiction in either of the two host countries simultaneously.

If you are seeking licensure in Mexico or the U.S., you will be issued an ENCONARQ+EA or NCARB Certificate, respectively, before you can apply for reciprocal licensure in that country.

Upon licensure, you are responsible for complying with local regulations for the practice of architecture, such as local laws and regulations, ethics, professional liability insurance, continuing education, and license renewal.

Fees

Fees for completing the Canada/Mexico/U.S. Tri-National MRA are payable to the host organization.

Each payment is due at specific stages throughout the process:

- Transmittal fee: Transmittal fees vary by organization and are payable to the home organization. To view NCARB's current fees, go to ncarb.org/fees
- Application fee: USD 500
- Dossier review: USD 2,000
- Interview: USD 1,000

The host jurisdiction will contact you when each payment is due to share information about payment methods.

You must submit your dossier within six months of receiving the application confirmation email from the host organization. If this period expires without submission, the initial application will be deemed void, requiring submission of a new payment of the associated fee to continue the process.

All fees are subject to change. There may be additional fees for initial licensure, license renewal, and transmittals in each state, province, or territory where you become licensed.

APPLICATION CHECKLISTS

Canadian Architects

To assist you in navigating the application process, use this detailed checklist outlining the steps you will follow if you are a Canadian architect pursuing licensure in Mexico and/or the U.S. through this agreement. In-depth explanations of the requirements for completing this path are available above.

If you are licensed in a Canadian jurisdiction and interested in obtaining a license in a U.S. jurisdiction only, you may be eligible for the direct [Mutual Recognition Agreement between NCARB and ROAC](#). Review the details for both before selecting the best licensure pathway for you.

Although forms are available in English, French, and Spanish for your reference, **all submitted documents must be in the official language of the country where you are seeking licensure.**

Step One: Confirm Your Eligibility

- Review the [eligibility criteria](#) for the Canada/Mexico/U.S. Tri-National MRA .
- For applicants seeking U.S. licensure only: Confirm that the U.S. jurisdiction where you want to become licensed [participates in the agreement](#).
- Verify that your Canadian license is active and in good standing.

Step Two: Send Your Application to ROAC

Documents must be submitted in the official language of the host jurisdiction.

- Complete the application form. [\[English\]](#)
- Complete the Attestation of Good Standing. [\[English\]](#)
- Email your documents to Administrator Licence, Office of the Registrar at officeoftheregistrar@oaa.on.ca.
- Once ROAC receives these documents, they will complete the eligibility evaluation and provide you with further instructions. ROAC may reach out to you for additional information.

Step Three: Request Application Transmittal

- Pay the applicable transmittal fee. ROAC will provide information regarding the amount and method of payment.
- ROAC will transmit your completed application documents to the host organization.

If you are pursuing licensure in Mexico and the U.S. simultaneously, one of the host organizations will assume the role of host and coordinate directly with the other organization throughout the process.

Step Four: Pay the Application Fee

After the host organization receives your application, they will email you to confirm its receipt. They may contact you for additional information.

- If you are pursuing licensure in the U.S., establish your NCARB Record.
- Pay the application fee of USD 500. You will receive information on how to submit your payment from the host organization.

Step Five: Prepare Your Dossier

The dossier must be prepared in the official language of the host jurisdiction.

- Review this manual in its entirety before starting your dossier, including the instructions detailed in the dossier section and the appendix.
- Submit your completed dossier as a PDF to the host organization for preliminary review. They will share specific instructions on how to submit the dossier.
- Respond to any requests for clarification and additional information, and make improvements to your dossier to meet the requirements based on any feedback you receive.

You must submit your dossier within six months from the date you receive the application confirmation email.

Step Six: Send Dossier to the Review Panel

- Pay the dossier review fee of USD 2,000 once your dossier is ready to be sent to the review panel. You will receive information on how to submit your payment from the host organization.
- Complete a new Attestation of Good Standing and send it to the host organization. You must send an updated attestation before the review panel receives the dossier.
- Respond to any requests for clarification and additional information.

You will be notified of the outcome via email once the panel completes the review.

Step Seven: Participate in the Virtual Interview

Your interview will be conducted in the host jurisdiction's official language without the assistance of an interpreter or subtitles.

- Pay the interview fee of USD 1,000 following acceptance of your dossier. You will receive information on how to submit your payment from the host organization.
- Schedule your interview with the host organization.
- Choose a quiet location with reliable internet service and test your equipment/technology in advance.
- Participate in the interview using the link provided.

You will be notified of the outcome via email after the interview.

Step Eight: Obtain your License

- Apply for a license from the corresponding licensing authority after you are notified that the process is complete. Each host organization will send you information about next steps.
- Comply with local laws, regulations, ethics, professional liability insurance, continuing education, and other requirements related to maintaining and renewing your license in the host jurisdiction once you have received your new license.

You will have one year to complete the licensure process. Licensing authorities may have additional requirements that must be fulfilled before issuing a license. If you are seeking licensure in Mexico or a participating jurisdiction in the U.S., you will be issued an ENCONARQ+EA or NCARB Certificate, as applicable, before you can apply for reciprocal licensure.

Need Help?

For general information and to start your application, email Administrator Licence, Office of the Registrar at officeoftheregistrar@oaa.on.ca. Reach out to the host organization with any questions after your application has been transmitted.

Mexican Architects

To assist you in navigating the application process, use this detailed checklist outlining the steps you will follow if you are a Mexican architect pursuing licensure in Canada and/or the U.S. through this agreement. In-depth explanations of the requirements for completing this path are available above.

Although forms are available in English, French, and Spanish for your reference, **all submitted documents must be in the official language of the jurisdiction where you are seeking licensure.**

Step One: Confirm your Eligibility

- Review the [eligibility criteria](#) for the Canada/Mexico/U.S. Tri-National MRA.
- For applicants seeking U.S. licensure only: Confirm that the U.S. jurisdiction where you want to become licensed [participates in the agreement](#).
- Verify that your professional registration (Cédula Profesional) and ENCONARQ+EA Certificate are active.

Step Two: Send Your Application to ENCONARQ+EA

Documents must be submitted in the official language of the host jurisdiction.

- Complete the application form. [\[English\]](#)
- Complete the Attestation of Good Standing. [\[English\]](#)
- Email your documents to the ENCONARQ president (presidente@enconarqea.org.mx). Please include “ARM Tri-Nacional” in the subject line.

Once ENCONARQ+EA receives these documents, they will complete the eligibility evaluation and provide you with further instructions. ENCONARQ+EA may reach out to you for additional information.

Step Three: Request Application Transmittal

- Pay the applicable transmittal fee. ENCONARQ+EA will provide information regarding the amount and method of payment.
- ENCONARQ+EA will transmit your completed application documents to the host organization.

If you are pursuing licensure in Canada and the United States simultaneously, NCARB will assume the role of host and coordinate directly with ROAC throughout the process.

Step Four: Pay the Application Fee

After the host organization receives your application, they will email you to confirm its receipt. They may contact you for additional information.

- If you are pursuing licensure in the U.S., establish your NCARB Record.
- Pay the application fee of USD 500. You will receive information on how to submit your payment from the host organization.

Step Five: Prepare Your Dossier

The dossier must be prepared in the official language of the host jurisdiction.

- Review this manual in its entirety before starting your dossier, including the instructions detailed in the dossier section and the appendix.
- Submit your completed dossier as a PDF to the host organization for preliminary review. They will share specific instructions on how to submit the dossier.
- Respond to any requests for clarification and additional information, and make improvements to your dossier to meet the requirements based on any feedback you receive.

You must submit your dossier within six months from the date you receive the application confirmation email.

Step Six: Send Dossier to the Review Panel

- Pay the dossier review fee of USD 2,000 once your dossier is ready to be sent to the review panel. You will receive information on how to submit your payment from the host organization.
- Complete a new Attestation of Good Standing and send it to the host organization. You must send an updated attestation before the review panel receives the dossier.
- Respond to any requests for clarification and additional information.

You will be notified of the outcome via email once the panel completes the review.

Step Seven: Participate in the Virtual Interview

Your interview will be conducted in the host jurisdiction's official language without the assistance of an interpreter or subtitles.

- Pay the interview fee of USD 1,000 following acceptance of your dossier. You will receive information on how to submit your payment from the host organization.
- Schedule your interview with the host organization.
- Choose a quiet location with reliable internet service and test your equipment/technology in advance.
- Participate in the interview using the link provided.

You will be notified of the outcome via email after the interview.

Step Eight: Obtain your License

- Apply for a license from the corresponding licensing authority after you are notified that the process is complete. Each host organization will send you information about next steps.
- Comply with local laws, regulations, ethics, professional liability insurance, continuing education, and other requirements related to maintaining and renewing your license in the host jurisdiction once you have received your new license.

You will have one year to complete the licensure process. Licensing authorities may have additional requirements that must be fulfilled before issuing a license. If you are seeking licensure in a participating U.S. jurisdiction, NCARB will issue you an NCARB Certificate before you can apply for reciprocal licensure.

Need Help?

For general process information and to start your application, email the ENCONARQ president at presidente@enconargea.org.mx for more information about beginning the Tri-National MRA application process. Please include “ARM Tri-Nacional” in the subject line. Reach out the host organization with any questions after your application has been transmitted.

United States Architects

To assist you in navigating the application process, use this detailed checklist outlining the steps you will follow if you are a U.S. architect pursuing licensure in Canada and/or Mexico through this agreement. In-depth explanations of the requirements for completing this path are available above.

If you are licensed in a U.S. jurisdiction and interested in obtaining a license in a Canadian jurisdiction only, you may be eligible for the direct [Mutual Recognition Agreement between NCARB and ROAC](#). Review the details for both MRAs before selecting the best licensure pathway for you.

Although forms are available in English, French, and Spanish for your reference, **all submitted documents must be in the official language of the jurisdiction where you are seeking licensure.**

Step One: Confirm Your Eligibility

- Review the [eligibility criteria](#) for the Canada/Mexico/U.S. Tri-National MRA.
- Confirm that the U.S. jurisdiction where you are currently licensed [participates in the agreement](#). Your license must be active and in good standing.
- Verify that your NCARB Certificate is active. Update the information in your [NCARB Record](#) (e.g., contact and license information), if necessary.

Step Two: Send Your Application to NCARB

Documents must be submitted in the official language of the host jurisdiction.

- Complete application form. [[English](#)]
- Complete Attestation of Good Standing. [[English](#)]
- Email your documents to NCARB's International Relations Team at mra@ncarb.org (subject line: "Tri-National MRA Application, NCARB Record #XXXXX").

Once NCARB receives these documents, they will complete the eligibility evaluation and provide you with further instructions. NCARB may reach out to you for additional information.

Step Three: Request Application Transmittal

- Pay NCARB's [transmittal fee](#) using the link sent to you via email.
- NCARB will transmit your completed application documents to the host organization.

If you are pursuing licensure in Canada and Mexico simultaneously, either ROAC or ENCONARQ+EA will assume the role of host and coordinate directly with the other organization throughout the process.

Step Four: Pay the Application Fee

After the host organization receives your application, they will email you to confirm its receipt. They may contact you for additional information.

- Pay the application fee of USD 500. You will receive information on how to submit your payment from the host organization.

Step Five: Prepare Your Dossier

The dossier must be prepared in the official language of the host jurisdiction.

- Review this manual in its entirety before starting your dossier, including the instructions detailed in the [dossier section](#) and the [appendix](#).
- Submit your completed dossier as a PDF to the host organization for preliminary review. They will share specific instructions on how to submit the dossier.
- Respond to any requests for clarification and additional information, and make improvements to your dossier to meet the requirements based on any feedback you receive.

You must submit your dossier within six months from the date you receive the application confirmation email.

Step Six: Send Dossier to the Review Panel

- Pay the dossier review fee of USD 2,000 once your dossier is ready to be sent to the review panel. You will receive information on how to submit your payment from the host organization.
- Complete a new [Attestation of Good Standing](#) and send it to the host organization. You must send an updated attestation before the review panel receives the dossier.
- Respond to any requests for clarification and additional information.

You will be notified of the outcome via email once the panel completes the review.

Step Seven: Participate in the Virtual Interview

Your interview will be conducted in the host jurisdiction's official language without the assistance of an interpreter or subtitles.

- Pay the interview fee of USD 1,000 following acceptance of your dossier. You will receive information on how to submit your payment from the host organization.
- Schedule your interview with the host organization.
- Choose a quiet location with reliable internet service and test your equipment/technology in advance.
- Participate in the interview using the link provided.

You will be notified of the outcome via email after the interview.

Step Eight: Obtain your License

- Apply for a license from the corresponding licensing authority after you are notified that the process is complete. Each host organization will send you information about next steps.
- Comply with local laws, regulations, ethics, professional liability insurance, continuing education, and other requirements related to maintaining and renewing your license in the host jurisdiction once you have received your new license.

You will have one year to complete the licensure process. Licensing authorities may have additional requirements that must be fulfilled before issuing a license. If you are seeking licensure in Mexico, ENCONARQ+EA will issue you a ENCONARQ+EA Certificate before you can apply for reciprocal licensure.

Need Help?

For general information and to start your application, email NCARB's International Relations Team at mra@ncarb.org for more information about beginning the Canada/Mexico/U.S. Tri-National MRA application process. Please include "Tri-National MRA" and your NCARB Record number in the subject line. Reach out the host organization with any questions after your application has been transmitted.

APPENDIX



CANADA/MEXICO/U.S. TRI-NATIONAL MUTUAL RECOGNITION AGREEMENT

APPLICANT GUIDE

COMPETENCY A			
AN ARCHITECT IN RESPONSIBLE CONTROL MUST BE COMPETENT TO CREATE ARCHITECTURAL DESIGNS THAT:			
A	VERIFY CREATED DESIGNS ...	REQUESTED INFORMATION	SUGGESTED
A-1	... Demonstrate an understanding of the relationship between people and buildings and their environment, and the need to relate buildings and the spaces between them to a human scale.	1. Location plan	Plan locating the site (city scale)
		2. Define the context (include images, descriptions of the area, and the predominant activities performed in the natural, built, and social contexts.	Description of the area where the building is located and predominant activities. Mention the key natural, urban, and social factors.
		3. Site plan	Overall project plan
		4. Describe how the project integrates to the context (natural-built-social)	Description of how the project has integrated to natural, built or urban, and social components. Show pictures of built project within context.
A-2	... Respond to environmental concerns and address sustainability issues.	1. Explain to which environmental factors the project had to be integrated.	Information that demonstrates if environmental factors were considered from the design phase of the project. Add images in support of the descriptions.
		2. Indicate what sustainable aspects were considered in the project from the conceptual design phase that are also part of the final project.	Information that demonstrates if sustainable aspects were considered from the conceptual design phase of the project. Mention them. Show drawings and/or pictures of both passive and active systems.

COMPETENCY A			
AN ARCHITECT IN RESPONSIBLE CONTROL MUST BE COMPETENT TO CREATE ARCHITECTURAL DESIGNS THAT:			
A	VERIFY CREATED DESIGNS ...	REQUESTED INFORMATION	SUGGESTED
A-3	... Show skill in land-use planning and planning process.	1. Indicate land-use. How does it integrate to the official zoning of the area?	Description of how the project integrates to the land-use of the area, specifically adjacent areas. Include plan views.
		2. Include information such as density, coefficients, and information related to urban development programs of the area.	Information on the project's densities in relation to the allowable density of the area. Also mention occupancy and land-use coefficients, as well as information relevant to the planning of the project. Indicate building within zoning plan, zoning restrictions, and compliance or variance to these.
		3. Include image of general zoning and its integration with the surroundings.	Image of the master plan and its relation to the surroundings (context).
		4. Include volumetric studies and its relationship with the surroundings (sketches).	Image(s) of the initial volumetric proposals.
		5. Include images of general building area plans demarcated by floor plan type.	Image of the building area plan by level or project zone.
		6. Include spatial relationship diagrams.	Image showing the relationship between the different spaces that compose the building (general or by level).
A-4	... Take account of cultural and social factors.	1. Describe what social and cultural factors have been taken into account as an important part of the project.	Information about the factors that compose the social and cultural environment that have been considered in the project. Describe social and cultural aspects of project's stakeholders.
A-G	Complementary general information to reinforce Competency A	1. Include images of the conceptual and schematic design phases of the project.	Image of the architectural concept and schematic design (plans, elevations, sections).
		2. Describe the applicant's role in the development of each project presented.	Description of the applicant's participation in the design process.

The architect must be prepared to discuss and describe the general nature of modifications (if any) necessary to comply with building codes and laws in the host jurisdiction—the country in which the applicant is seeking a credential—during the interview.

COMPETENCY B			
AN ARCHITECT IN RESPONSIBLE CONTROL MUST BE COMPETENT TO TRANSLATE A DESIGN CONCEPT INTO BUILT FORM AND BE ABLE TO:			
B	VERIFY ABILITY TO ...	REQUESTED INFORMATION	SUGGESTED
B-1	... Investigate and interpret design objectives and relevant issues, and prepare the brief for a design project.	1. Describe the design objectives based on the project needs stated by the client.	Describe the needs stated by the client and the design objectives proposed based on those needs. Both should lead to the final resolution (built project). Include project program.
		2. Summarize the design project.	Present and describe the project.
B-2	... Advise on project evaluations, feasibility studies, and programs.	1. Describe the advisory and evaluation process of the project, as well as the feasibility studies and specific programs.	Briefly describe the advising provided and project evaluations, feasibility studies, and programs. Were you relevant in the decision-making? Include project budget and program.
B-3	... Evaluate and determine structural, constructional, and engineering elements of a building and integrate the advice and design of specialist disciplines into a building project.	1. State the specialist disciplines integrated into the project and the name of the companies and professionals responsible for the proposed design approaches.	Provide a list of the disciplines and companies involved in the project. Describe their specific contributions and outline your role in coordinating with them.
		2. State how the structural, constructional, and engineering elements of the building were evaluated and determined.	Describe the development of the structural design. How was the decision-making process of the proposed system and the different elements?
		3. Describe the coordination, decision-making, integration, and follow-up processes of the different engineering and specialist disciplines integrated into the project.	Describe the decision-making process for the different systems, engineering elements, and their components. What factors influenced the decisions? How was the coordination of these disciplines performed? Include samples of architectural and engineering construction drawings (plans or sections), and indicate how they relate to each other.
		4. Include images of the construction documents (engineering, systems, etc. drawings).	Include images of the engineering drawings for each discipline. In addition to the JPG image, you may add a PDF attachment (it will depend on the quality of the image).

COMPETENCY B			
AN ARCHITECT IN RESPONSIBLE CONTROL MUST BE COMPETENT TO TRANSLATE A DESIGN CONCEPT INTO BUILT FORM AND BE ABLE TO:			
B	VERIFY ABILITY TO ...	REQUESTED INFORMATION	SUGGESTED
B-4	... Assess the physical influences on buildings and the technologies associated with providing internal conditions of comfort and protection against the climate, and coordinate and integrate services systems to control them.	1. Describe the characteristics of the climate and the environment year-round.	Describe the climate conditions during the year for the project area (sun lighting, predominant winds, temperature, rain, etc.). Add an image of the project exposed to these elements.
		2. Describe the technologies utilized to provide comfort and protection against the climate.	Describe the technologies utilized to provide internal conditions of comfort (air conditioning and heating) as well as smart technologies used to create comfort in the spaces. Add images of the main drawings. Include samples of mechanical and A/C drawings for the project and wall sections showing building enclosure systems.
		3. State the companies that participated in this part of the project.	
B-5	... Meet building users' requirements within the constraints imposed by cost factors and building regulations.	1. State how the project adapted to the client's proposed budget.	Generally describe the project budget, particularly as it relates to its congruency with the budget originally established by the client.
		2. State how the project has met applicable regulations, including building regulations/codes.	Describe if the built project meets the different regulations applicable at the time, with emphasis in building regulations. Indicate how the applicable regulations at the time of design differ from the IBC.
B-6	... Provide advice on issues of construction, procurement, and contract administration.	1. State if, in your case, there was total or partial participation in the construction administration, procurement, and contract administration related to the project.	State if the participation in construction administration, procurement and contracts was total or partial. Indicate role in the administration of the construction contract(s).
B-7	... Generate the documentation and information needed to translate a design concept into a building.	1. Describe what information had to be generated to translate a design into construction documents.	Once the design phase was finalized, what information was generated to develop the construction drawings? Describe. Include samples of the construction drawings and specifications.
B-8	... Manage the procurement of buildings, administer contractual arrangements, and monitor their construction.	1. State your participation in the construction administration, from procurement to contract administration and monitoring of the construction.	Describe the phases of construction administration, procurement, contract administration, and monitoring of construction. Indicate participation during and after construction.

The architect must be prepared to discuss and describe the general nature of modifications (if any) necessary to comply with building codes and laws in the host jurisdiction—the country in which the applicant is seeking a credential—during the interview.

COMPETENCY C			
AN ARCHITECT IN RESPONSIBLE CONTROL MUST BE COMPETENT IN THE PRACTICE OF ARCHITECTURE AND BE ABLE TO:			
C	VERIFY ABILITY TO ...	REQUESTED INFORMATION	SUGGESTED
C-1	... Observe legal and regulatory obligations related to the planning and construction of buildings.	1. State what laws, regulations, and codes are applicable to the project (for planning, design, and construction).	Include list of laws and regulations applicable to the project. Indicate how the applicable codes at the time of design differ from the IBC.
		2. State the accessibility aspects contemplated in the project.	Describe the accessibility aspects that were included in the project.
		3. (If required) Describe the general nature of modifications, if any, necessary to comply with building codes and laws of the host jurisdiction.	Describe the main aspects of the project that would be affected by the building codes and laws of the host country.
C-2	... Have adequate knowledge of the industries, organizations, and procedures involved in the management and realization of a design project as a building.	1. State the entities/agencies involved in the permitting of the project, as well as issuance dates.	Include list of permits obtained, dates, and issuing entities/agencies for the realization of the project.
		2. State if specialized companies or organizations participated in the administration of the project.	Describe the participation of companies or organizations in the realization of the project. Indicate role during contractor and sub-contractor procurement.
C-3	... Observe the standards of conduct expected of a professional.	1. State if your professional practice meets the regulations and is respectful of the environment.	Describe the main aspects that characterize your professional practice. Show ethical behavior towards society.
		2. Letter of good behavior (no sanction) issued by the DPG o Departamento Estatal de Profesiones.	Include some of the documents indicated. Show ethical behavior toward other professionals.
		3. Include awards and recognitions, if applicable.	Include images of publications, awards, or recognitions obtained for professional practice, particularly in the realization of the projects presented. Show ethical behavior toward the environment.

COMPETENCY C			
AN ARCHITECT IN RESPONSIBLE CONTROL MUST BE COMPETENT IN THE PRACTICE OF ARCHITECTURE AND BE ABLE TO:			
C	VERIFY ABILITY TO ...	REQUESTED INFORMATION	SUGGESTED
C-4	... Maintain competence in relevant aspects of the practice of architecture.	1. Describe the most important aspects considered in the development of the projects presented.	Describe the most important aspects considered in the realization of the projects presented in the dossier (challenges, achievements, etc.). Discuss best practices used in project.
		2. State how you maintain your competency in the relevant aspects of the practice of architecture.	Describe the practices you implement to be competent in the practice of architecture. Indicate how you maintain competency.
C-G	Complementary general information to reinforce Competency C.	1. Based on your professional practice, which are the most relevant aspects of the practice of architecture?	From your professional practice, describe the most important aspects that need to be considered for the realization of any project.

The architect must be prepared to discuss and describe the general nature of modifications (if any) necessary to comply with building codes and laws in the host jurisdiction—the country in which the applicant is seeking a credential—during the interview.