



THE STATE

of

ALASKA Department of Commerce, Community, and Economic Development
Division of Corporations, Business and Professional Licensing

Board of Registration for Architects, Engineers and Land Surveyors

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Website: ProfessionalLicense.Alaska.Gov/BoardOfArchitectsEngineersAndLandSurveyors

Mentoring Form — Landscape Architect



Applicant:

Complete the identifying information below and forward a copy of this form to your mentor where you obtained your work experience. *Make additional copies of this form, as needed.*

Applicant Name:			
Email:		Phone:	
Date of Meeting:		Meeting Number:	
Start Date of Time Period Covered in Meeting:		End Date of Time Period Covered in Meeting:	
Total # of Months Covered in Meeting:			
Projects or description of work completed since the last meeting: <i>(attach separate sheet if necessary)</i>			
Applicant Signature:			Date Signed:



Mentor:

Complete this bottom part for the applicant identified above and return the form directly to the Board of Registration for Architects, Engineers and Land Surveyors at the letterhead address or email.

Mentor Name:			
Topics covered at this meeting:			
Was applicant's work since last meeting applicable to professional landscape architectural work and done according to industry standards? <i>If no, explain below:</i>			<input type="checkbox"/> Yes <input type="checkbox"/> No
What portion of applicant's work since last meeting was Responsible Charge?			Months

Were you registered at the time you supervised the applicant?	<input type="checkbox"/> Yes <input type="checkbox"/> No
If no stamp or seal is available below, state the reason why:	

Signature				
<div>Professional Seal</div> <div></div>	Signature:		Date Signed:	
	Printed Name:		Title:	
	Email:		Phone:	
	Registration State:		Registration Number:	

12 AAC 36.068. ELIGIBILITY FOR LANDSCAPE ARCHITECT REGISTRATION BY EXAMINATION.

- (a) To be eligible for registration by examination as a landscape architect in the state, an applicant shall submit to the board
- (1) an application in compliance with 12 AAC 36.010;
 - (2) evidence satisfactory to the board of having successfully completed
 - (A) the appropriate examination requirements set out under 12 AAC 36.100;
 - (B) the cold regions design requirement set out under 12 AAC 36.110;
 - (C) not less than 24 months of responsible charge experience in the field of landscape architecture while under the responsible control of a professional landscape architect registered in the United States; and
 - (D) the number of years of work experience that corresponds with the applicant's education, as set out under the table of education, work experience, and exam requirements for professional landscape architects, which must include the responsible charge experience under (C) of this paragraph.

TABLE OF EDUCATION, WORK EXPERIENCE, AND EXAM REQUIREMENTS FOR PROFESSIONAL LANDSCAPE ARCHITECTS

<u>Education</u>	<u>Work Experience</u>	<u>Exam</u>
LAAB or LAAC-accredited degree in landscape architecture	2 years	Pass the LARE
Non LAAB or LAAC-accredited degree in landscape architecture	4 years	Pass the LARE
Certificate in landscape architecture	6 years	Pass the LARE
Post-secondary degree in a subject other than landscape architecture	6 years	Pass the LARE
No post-secondary education	8 years	Pass the LARE

- (b) Except as set out under (c) of this section, for an applicant's work experience to be applicable under this section, including towards a requirement under the table of education, work experience, and exam requirements for professional landscape architects, the work experience must be in the field of landscape architecture and gained
- (1) while under the responsible control of a professional landscape architect registered in the United States or Canada; or
 - (2) as part of a mentoring program that meets the requirements set out under (d) of this section.
- (c) If an applicant's work experience does not meet the requirements set out under (b) of this section, the applicant may submit to the board verification of professional work, as defined under 12 AAC 36.990(a)(18), or subprofessional work, as defined under 12 AAC 36.990(a)(22). The board may, at its discretion, credit the applicant's professional work or subprofessional work towards the applicable number of years of work experience required under the table of education, work experience, and exam requirements for professional landscape architects. The board will credit professional work or subprofessional work under this subsection based on comparability within the field of landscape architecture, up to a maximum of six years of work experience.
- (d) For an applicant's work experience gained as part of a mentoring program to be applicable under (b) of this section, an applicant
- (1) must have completed two years of quarterly face-to-face or videoconference meetings with a mentor; the mentor must be a professional landscape architect registered in the United States or Canada;
 - (2) shall submit to the board a report for each meeting with the mentor; the report for each meeting must include
 - (A) a description of the applicant's work experience and topics reviewed during the meeting;
 - (B) a statement indicating whether the work experience was
 - (i) responsible charge experience;
 - (ii) directly applicable to professional landscape architectural work experience; and
 - (iii) performed according to industry standards;
 - (C) the signature and seal of the professional landscape architect who served as the applicant's mentor; and
 - (D) the date on which the meeting occurred; and
 - (3) shall submit to the board a written statement from the professional landscape architect who served as the mentor recommending the applicant for registration under AS 08.48 and this chapter.
- (e) An applicant with a degree obtained from outside of the United States shall submit
- (1) a transcript of the applicant's education or, if the transcript is not in English, a translation of the transcript into English with a signed and notarized affidavit by the translator attesting to the accuracy of the translation; and
 - (2) an evaluation of the applicant's education; the evaluation must be completed by an agency approved by the board, unless the applicant's education was earned at a school accredited by an accreditation agency recognized by the board.
- (f) Upon submission of evidence of graduation from a LAAB or LAAC-accredited curriculum in landscape architecture, an applicant for examination as a landscape architect may sit for the examination as early as can be scheduled after graduation.

12 AAC 36.069. STANDARDS FOR REGISTRATION AS A LANDSCAPE ARCHITECT. In accordance with AS 08.48.331(b), and except as exempted in AS 08.48.331(a), design or creative work involving any of the following constitutes the practice of an aspect of landscape architecture that affects the public health or safety and thus requires registration as a landscape architect:

- (1) investigation, selection, and allocation of land and water resources for appropriate uses;
- (2) formulation of feasibility studies and graphic and written criteria to govern the planning, design, and management of land and water resources;
- (3) preparation, review, and analysis of land use master plans, subdivision plans, and preliminary plats;
- (4) determining the location and siting of improvements, including buildings and other features, as well as the access and environs for those improvements;
- (5) design of land forms and land form elements, storm water drainage, soil conservation and erosion control methods, pedestrian and vehicular circulation systems, and related construction details;
- (6) consultation, planning, designing, or responsible supervision in connection with the development of land areas for preservation, restoration, remediation, stabilization, and enhancement;
- (7) design of non-habitable structures for aesthetic and functional purposes, such as pools, walls, and structures for outdoor living spaces, for public and private use;
- (8) determination of proper land use as it pertains to
 - (A) natural features;
 - (B) ground cover, use, nomenclature, and arrangement of plant material adapted to soils and climate;
 - (C) naturalistic and aesthetic values;
 - (D) settings and approaches to structures and other improvements; and
 - (E) the development of outdoor space in accordance with ideals of human use and enjoyment;
- (9) design with a priority to ensure equal access to all public goods and services through the use of barrier-free and inclusive design in compliance with 42 U.S.C. 12101 - 12213 (Americans with Disabilities Act);
- (10) consultation, planning, designing, or responsible supervision relative to natural drainage and the consideration, determination, and solution of inherent problems of the land relating to erosion, wear and tear, blight, or other hazards to include the implementation of low-impact development and green infrastructure designs;
- (11) design of land forms and land form elements relative to recreation and facilities, parks and playgrounds, and related construction details;
- (12) consultation, planning, designing, or responsible supervision in connection with urban renewal, multimodal transportation, urban design, and neighborhood planning;
- (13) consideration of the health, safety, and welfare of the public

12 AAC 36.990. DEFINITIONS.

(a) For the purposes of this chapter and AS 08.48, unless the context requires otherwise

- (19) "responsible charge of work in the field" means the direction of work, the successful accomplishment of which rested upon the applicant, where the applicant has to decide questions of methods of execution and suitability of materials without relying upon advice or instructions from his superiors and where the applicant has to supply solutions to deficiencies in plans or has to correct errors in designs without first referring them to higher authority for approval, except where the approval is a matter of form;
- (20) "responsible charge experience" as it pertains to "work in the office" means undertaking investigations or carrying out assignments, that demand resourcefulness and originality, or making plans, writing specifications, and directing drafting and computations for the design of architectural, engineering, landscape architecture, or land surveying work with only rough sketches, general information and field measurements for reference;