

1 Board of Architecture, Engineering, Land Surveying, Landscape  
2 Architecture and Interior Design

3

4 Adopted Permanent Rules Relating to Examination of Interior  
5 Designer Applicants

6

7 Rules as Adopted

8 1800.0500 FEES.

9 [For text of subps 1 and 2, see M.R.]

10 Subp. 3. Initial licensure and renewal. The fee for  
11 licensure or renewal of licensure as an architect, professional  
12 engineer, land surveyor, or landscape architect is \$70 per  
13 biennium. The fee for certification as a certified interior  
14 designer or for renewal of the certificate is \$70 per biennium.  
15 The fee for an architect applying for original certification as  
16 a certified interior designer is \$50 per biennium. The initial  
17 license ~~or-certificate~~ fee is prorated at six-month intervals  
18 during each biennium. The fee for months 24 to 18 is \$70; for  
19 months 18 to 12, \$52.50; for months 12 to 6, \$35; and for months  
20 6 to 0, \$17.50. Beginning July 1, 1994, the initial license or  
21 certification fee for all professions is \$70. The renewal fee  
22 shall be paid biennially on or before June 30 of each  
23 even-numbered year. The renewal fee, when paid by mail, is not  
24 timely paid unless it is postmarked on or before June 30 of each  
25 even-numbered year.

26 [For text of subp 4, see M.R.]

27 Subp. 5. Certification or licensure examination fee. The  
28 fee for examination for certification or licensure as an  
29 architect, professional engineer, land surveyor, landscape  
30 architect, or certified interior designer is as follows:

31 [For text of items A to D, see M.R.]

32 E. Certified interior designer examination, \$475.

33 Subp. 6. Reexamination fees. The fee for retaking all or  
34 any part of any examination for certification or licensure is as  
35 follows each time the examination or any part of it is retaken:

- 1 [For text of items A to D, see M.R.]
- 2 E. Certified interior designer reexamination:
- 3 (1) identification and application, \$150;
- 4 (2) problem solving, \$75;
- 5 (3) building and barrier free codes, \$75; and
- 6 (4) practicums:
- 7 (a) programming, \$50;
- 8 (b) three-dimensional exercise, \$50; and
- 9 (c) project scenario, \$50.

10 [For text of subp 7, see M.R.]

11 1800.0800 PROOF OF QUALIFICATION TO PRACTICE.

12 It is required that the applicant submit evidence to the  
13 board indicating that the applicant is qualified to practice in  
14 the profession or field of major practice thereof, in which she  
15 or he seeks registration. The burden of proof is upon the  
16 applicant who should therefore make every effort to present  
17 qualifications fully and clearly. Qualifications shall be  
18 established by one or more of the following methods:

19 [For text of items A to G, see M.R.]

20 H. for registration by comity as a land surveyor or  
21 an applicant shall be subject to the provisions of Minnesota  
22 Statutes, section 326.10, subdivision 1, paragraph 2. In  
23 addition thereto, the applicant shall be required to take such  
24 examinations as the board deems necessary to determine  
25 qualifications, but in any event the applicant shall be required  
26 to take a written orientation examination of not less than four  
27 hours duration; or

28 I. for certification by comity as a certified  
29 interior designer under Minnesota Statutes, section 326.10,  
30 subdivision 1, paragraph 2. The applicant shall meet the  
31 certification requirements that were in effect in Minnesota at  
32 the time of the applicant's original licensure or certification  
33 in the other state, territory, or the District of Columbia.  
34 Applicants who were certified in other states prior to August 1,  
35 1992, shall meet the requirements of part 1800.2100.

1 1800.2100 EDUCATION AND EXPERIENCE.

2 Subpart 1. Written examination requirement. An applicant  
3 for certification as a certified interior designer shall pass a  
4 written examination prepared by the National Council for  
5 Interior Design Qualification (NCIDQ) except that a written  
6 examination is not required of an applicant certified under part  
7 1800.0800, item I, or 1800.2300.

8 Subp. 2. Admission to written examination. To qualify for  
9 admission to the written examination, an applicant shall present  
10 evidence that the applicant has obtained at least six qualifying  
11 credits for education and experience as provided in subpart 3.

12 Subp. 3. Qualifying credits for education. Qualifying  
13 credits for education shall be granted according to items A to F.

14 For purposes of this subpart, "equivalent education" means  
15 education which the board, after review of an applicant's  
16 transcript and other educational materials, finds to be  
17 substantially the same in terms of the mix and content of  
18 classes taken by the applicant as a curriculum accredited by the  
19 Foundation for Interior Design Education Research (FIDER).

20 A. An applicant who has graduated from a four- or  
21 five-year bachelor of interior design curriculum accredited by  
22 FIDER or has an equivalent education shall receive four credits.

23 B. An applicant who has graduated from a two-year  
24 associate in interior design curriculum accredited by FIDER or  
25 has an equivalent education shall receive two credits.

26 C. An applicant holding a professional degree from a  
27 curriculum in architecture accredited by the National  
28 Architectural Accrediting Board or has an equivalent education  
29 shall receive a maximum of four credits.

30 D. For nongraduates, each year of equivalent design  
31 education successfully completed at the college level shall  
32 receive one full credit. A maximum of four credits for  
33 education shall be granted.

34 E. With respect to an applicant who does not hold a  
35 degree described in items A to C, college or university level

1 education shall be evaluated in the same manner as if the  
2 applicant were entering the bachelor of interior design  
3 curriculum as defined by FIDER. Each year of credit granted  
4 pursuant to that standard entitles the applicant to one  
5 qualifying credit. Thirty-two semester credit hours or 48  
6 quarter credit hours is considered to be one year. Fractions of  
7 one year of education shall be given credit in the amount earned.

8 F. An applicant who holds a degree or has completed  
9 coursework from a foreign college or university shall be granted  
10 credit on the same basis as a graduate or student of a United  
11 States college or university if the degree or education obtained  
12 is equivalent to a requirement in items A to E. The board may  
13 require an evaluation of foreign education by an independent  
14 evaluator to be provided by the applicant where the transcript  
15 and other data provided by the applicant is not clear and the  
16 evaluation would assist in determining whether the applicant's  
17 foreign education is equivalent to the requirements in items A  
18 to E. Candidates whose final official transcript showing the  
19 date and degree awarded is not available by the date of  
20 examination shall submit a certified letter by the registrar of  
21 the college or university stating the date the qualifying degree  
22 was awarded. No examination scores shall be released or  
23 certification awarded until the final official transcript is  
24 submitted to the board office.

25 Subp. 4. Qualifying credits for experience. Qualifying  
26 credits for experience shall be granted as follows:

27 A. one qualifying credit shall be granted for each  
28 year of experience under the direct supervision of a certified  
29 interior designer, interior designer, or licensed architect.

30 This does not apply to those individuals granted certification  
31 under part 1800.2300; and

32 B. experience shall be diversified in the practice of  
33 interior design for public spaces and comprised of no less than  
34 seven of the following subjects:

35 (1) space planning;

36 (2) code research and analysis;

- 1 (3) client contact;
- 2 (4) programming;
- 3 (5) schematic design and design development;
- 4 (6) preparation of construction documents;
- 5 (7) cost estimating;
- 6 (8) selection of materials and furnishings;
- 7 (9) contract documents;
- 8 (10) bidding procedures; and
- 9 (11) construction observation.

10 1800.2200 PROCEDURES.

11 Subpart 1. **Written examinations.** The written examination  
12 shall be the examination as provided by the National Council for  
13 Interior Designer Qualifications.

14 Subp. 2. **Admission to examination.** An applicant shall be  
15 admitted to the examination, if, by the date of the examination,  
16 the applicant has completed the education and experience  
17 requirements in part 1800.2100. The applicant shall submit  
18 verification of completion of the experience requirements in  
19 part 1800.2100 to the board before the applicant is permitted to  
20 sit for the examination.

21 Subp. 3. **Admission for certification examination.**  
22 Applicants shall submit to the board a completed application,  
23 the fee in part 1800.0500, subpart 5, a final official  
24 transcript showing the date of award of the degree earned, and a  
25 list of experience no later than 90 days before the first day of  
26 the examination. The application shall be submitted on a form  
27 provided by the board and shall include a detailed listing of  
28 all interior design related experience gained as provided in  
29 part 1800.2100. The list of experience shall include the name  
30 and mailing address of the applicant's supervising interior  
31 designer or other supervisors for each period of employment.  
32 The application shall include the applicant's acknowledgment  
33 that the applicant has read, understands, and shall abide by the  
34 rules of professional conduct, parts 1805.0100 to 1805.1600.

35 1800.2300 QUALIFICATION FOR CERTIFICATION BASED ON LONG

1 **EXPERIENCE.**

2 Subpart 1. Applicants who have passed national  
3 examination. The board shall, with reference to applications  
4 for certification received before September 1, 1993, issue  
5 certifications as interior designers without further examination  
6 to those applicants having six years of combined interior design  
7 education and experience and who have provided proof of passage  
8 of the National Council of Interior Design Qualifications  
9 examination. Applications shall be made on forms provided by  
10 the board.

11 Subp. 2. Applicants who have not passed national  
12 examination. Persons who apply for certification before  
13 September 1, 1993, who have not passed the National Council of  
14 Interior Design Qualifications examination, and have ten or more  
15 years of combined education and experience shall provide  
16 evidence of completion of the experience requirement. Evidence  
17 shall consist of two examples of interior design projects  
18 demonstrating experience as specified in part 1800.2100, subpart  
19 4, item A.

20 Subp. 3. Applicants licensed as architects. Persons  
21 licensed as architects in Minnesota who seek certification as  
22 interior designers shall submit an application to the board  
23 together with the required fee and shall be certified with no  
24 further requirements.

25 **1800.4100 CERTIFICATE OF REGISTRATION.**

26 The board shall issue to each applicant who has  
27 successfully completed the fundamentals of engineering  
28 examination, unless the fundamentals of engineering examination  
29 is waived as stated under part 1800.2800, applying only in the  
30 case of engineer applicants, or land surveyor-in-training  
31 examination, or has been certified as a landscape  
32 architect-in-training, or has successfully completed the  
33 professional practice examination, a certificate of registration  
34 properly filled out, signed, and sealed, giving the licensee  
35 proper authority to practice the profession of architecture,

1 professional engineering, land surveying, or landscape  
 2 architecture under the Registration Act of the state of  
 3 Minnesota for a period ending June 30 of the even-numbered year  
 4 of the biennium in which the certificate is issued after which  
 5 date the certificate will expire unless renewed. Applicants who  
 6 are registered by comity from other states, having met the  
 7 Minnesota registration requirements, shall be issued  
 8 certificates of registration in the same manner as provided in  
 9 this part.

10 The board shall issue to each applicant who has  
 11 successfully completed the requirements of part 1800.2100 and  
 12 has successfully completed the National Council of Interior  
 13 Design Qualifications examination a certificate authorizing the  
 14 certificate holder to use the title "Certified Interior  
 15 Designer." This certificate shall be in effect for a period  
 16 ending June 30 of the even-numbered year of the biennium in  
 17 which the certificate is issued, after which the certificate  
 18 shall expire unless renewed. A person whose certificate expires  
 19 shall not use the title "Certified Interior Designer" until a  
 20 certificate is reissued. Applicants who are certified by comity  
 21 under part 1800.0800 shall be issued certificates as provided in  
 22 this part.

23 1800.4200 CERTIFICATION AND SIGNATURE ON PLANS.

24 [For text of subps 1 to 3, see M.R.]

25 Subp. 4. Language. The following wording shall be  
 26 incorporated in the certification:

27 I hereby certify that this plan, specification, or report  
 28 was prepared by me or under my direct supervision and that I am  
 29 a duly Registered Architect under the laws of the state of  
 30 Minnesota.

31 \_\_\_\_\_  
 32 Date \_\_\_\_\_ Reg. No. \_\_\_\_\_

33 I hereby certify that this plan, specification, or report  
 34 was prepared by me or under my direct supervision and that I am  
 35 a duly Registered Professional Engineer under the laws of the

1 state of Minnesota.

2 \_\_\_\_\_

3 Date \_\_\_\_\_ Reg. No. \_\_\_\_\_

4 I hereby certify that this survey, plan or report was  
5 prepared by me or under my direct supervision and that I am a  
6 duly Registered Land Surveyor under the laws of the state of  
7 Minnesota.

8 \_\_\_\_\_

9 Date \_\_\_\_\_ Reg. No. \_\_\_\_\_

10 I hereby certify that this plan, specification, or report  
11 was prepared by me or under my direct supervision and that I am  
12 a duly Certified Interior Designer under the laws of the state  
13 of Minnesota.

14 \_\_\_\_\_

15 Date \_\_\_\_\_ Reg. No. \_\_\_\_\_