

1.1 **Board of Architecture, Engineering, Land Surveying, Landscape Architecture,**
1.2 **Geoscience, and Interior Design**

1.3 **Adopted Permanent Rules Relating to Licensing and Operations**

1.4 **1800.0800 PROOF OF QUALIFICATION TO PRACTICE.**

1.5 An applicant shall submit evidence to the board indicating that the applicant is
1.6 qualified to practice in the profession or field of major practice in which the applicant
1.7 seeks licensure or certification. The burden of proof is upon the applicant who should
1.8 make every effort to present qualifications fully and clearly. Qualifications shall be
1.9 established by one or more of the following methods:

1.10 A. by passing a written examination;

1.11 B. by submitting satisfactory exhibits of technical qualifications;

1.12 C. by submitting a council certificate prepared by the National Council of
1.13 Architectural Registration Boards (NCARB), for architect applicants only;

1.14 D. by submitting a council record prepared by the National Council of
1.15 Examiners for Engineering and Surveying (NCEES) for engineer applicants only;

1.16 E. by submitting a council record prepared by the Council of Landscape
1.17 Architectural Registration Boards (CLARB), for landscape architect applicants only;

1.18 F. for licensure by comity as an architect, engineer, or landscape architect
1.19 under Minnesota Statutes, section 326.10, subdivision 1, paragraph (a), clause (2), and
1.20 experience as the board may require together with evidence of current licensure and
1.21 proof of good standing;

1.22 G. for licensure by comity as a land surveyor, an applicant is subject to
1.23 Minnesota Statutes, section 326.10, subdivision 1, paragraph (a), clause (2). In addition,
1.24 the applicant is required to take examinations that the board deems necessary to determine
1.25 qualifications, but in any event the applicant is required to take an examination;

2.1 H. for certification by comity as a certified interior designer under Minnesota
2.2 Statutes, section 326.10, subdivision 1, paragraph (a), clause (2). The applicant shall
2.3 meet the certification requirements that were in effect in Minnesota at the time of the
2.4 applicant's original licensure or certification in the other state, territory, or the District of
2.5 Columbia. Applicants who were certified in other states prior to August 1, 1992, shall
2.6 meet the requirements of part 1800.2100; or

2.7 I. for licensure within a professional geoscience discipline by comity or
2.8 submission of records, an applicant shall be subject to Minnesota Statutes, sections
2.9 326.10, subdivision 1, paragraph (a), clause (2); and 326.10, subdivision 1, paragraph (b).

2.10 **1800.0900 QUALIFICATION PROCEDURES.**

2.11 Subpart 1. **Exhibits.** Exhibits in connection with oral interview or written
2.12 examination shall be submitted when requested by the board.

2.13 Subp. 2. [Repealed, 21 SR 1427]

2.14 Subp. 3. **Examination required.** An applicant for certification as an
2.15 engineer-in-training, a land surveyor-in-training, a geologist-in-training, or a soil
2.16 scientist-in-training must take all parts of the applicable fundamentals examination at one
2.17 time. An applicant for licensure as a professional engineer, land surveyor, professional
2.18 geologist, or professional soil scientist must pass the applicable fundamentals examination
2.19 prior to taking the professional examination, except for the professional engineering
2.20 applicant that meets the requirements outlined in part 1800.2800.

2.21 An applicant for licensure as a professional engineer, professional geologist, or
2.22 professional soil scientist must take all parts of the professional examination at one time.

2.23 Subp. 4. **Reexamination.** An applicant who does not receive a passing grade in an
2.24 examination may make application to retake that examination. The application shall
2.25 be accompanied by a reexamination fee as required under part 1800.0500, subpart 7.

3.1 The board may require an applicant failing an examination four or more times to submit
3.2 evidence of improved qualifications before an additional retake examination is permitted.

3.3 Subp. 5. **Date and place of examination.** Oral interviews may be given each year at
3.4 such times as may be designated by the board. A candidate who files an application for
3.5 licensure by examination and is determined to be eligible for admission to the examination
3.6 will be informed of the date and place of the examination in writing. Examinations shall
3.7 be scheduled once the applicant's application is approved.

3.8 Subp. 6. **Registration in another state.** An applicant duly registered in another
3.9 state and whose registration is current, upon notification from the Minnesota board that
3.10 the application has been received and is in order may practice the applicant's profession
3.11 while his or her application is pending pursuant to Minnesota Statutes, section 326.13. An
3.12 application which has not been acted upon by the board within six months from the date of
3.13 submission of the application, because of failure of the applicant to furnish the board with
3.14 qualifying information pertaining to the registration, shall be denied.

3.15 The plans and specifications which are prepared by the applicant during the period in
3.16 which the application is pending must bear the certification stamp of the state in which the
3.17 applicant is registered along with a statement that she or he has applied for registration in
3.18 Minnesota and that the application is pending. This stamp must be placed on each sheet of
3.19 the set of drawings prepared for the project, and on the title sheet of the specifications.

3.20 The Minnesota board does not require the use of a seal. If the state in which the
3.21 architect or engineer is registered has a seal or provisions for signing and dating plans,
3.22 specifications, and reports, this will be acceptable. If the seal does not provide for signing
3.23 and dating the plans, the architect or engineer shall sign and date the plans under the
3.24 seal imprint on each plan certified.

3.25 **1800.2600 ORAL EXAMINATION INTERVIEW.**

4.1 An applicant shall appear before the board for oral ~~examination~~ interview and shall
4.2 submit two exhibits of engineering work the applicant has performed if the applicant
4.3 qualifies for waiver of the fundamentals of engineering examination as provided in part
4.4 1800.2800.

4.5 The applicant shall furnish a letter to the board from the applicant's employer
4.6 verifying the degree of involvement and responsibility displayed by the applicant in the
4.7 conduct of the project exhibited.

4.8 **1800.3600 REQUIREMENTS FOR ADMISSION TO EXAMINATION.**

4.9 Subpart 1. **Authority to order examination.** The board may subject an applicant
4.10 to such examinations as may be deemed necessary to establish the qualifications of the
4.11 applicant. Written examinations shall be held at such times and places as the board may
4.12 direct.

4.13 Subp. 2. **Land surveyor-in-training.** The Fundamentals of Land Surveying (FLS)
4.14 examination may be taken upon meeting the requirements of part 1800.3505, subpart 2.
4.15 The applicant shall submit an official transcript from the college or university the applicant
4.16 is attending. An applicant taking the FLS examination must be notified of the applicant's
4.17 score in writing. An applicant failing this examination shall retake the entire examination.
4.18 A final official transcript showing the degree and the date awarded must be submitted to
4.19 the board before the land surveyor-in-training certificate is released to the applicant. The
4.20 passage of this examination and providing proof of the degree and the award date gives the
4.21 applicant the status of land surveyor-in-training as defined in Minnesota Statutes, section
4.22 326.10, subdivision 7. The applicant shall take and pass the FLS examination before being
4.23 permitted to take the professional examination.

4.24 Subp. 3. **Professional practice.** The applicant must have successfully completed
4.25 the Fundamentals of Land Surveying (FLS) examination and have met the education and
4.26 experience requirements in part 1800.3505, subpart 3.