

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

**Proposed Permanent Rules Relating to Architect and Landscape Architect Licensure  
Requirements and Examination Requirements**

**1800.0050 DEFINITIONS.**

*[For text of subparts 1 and 1a, see Minnesota Rules]*

Subp. 2. **Applicant.** "Applicant" means:

A. a person applying to take the Architect Registration Examination, Fundamentals of Engineering Examination, Principles and Practice of Engineering Examination, Fundamentals of Surveying Examination, Principles and Practice of Surveying Examination, Minnesota Local Land Surveying Examination, Fundamentals of Geology Examination, Practice of Geology Examination, Fundamentals of Soil Science Examination, or Professional Practice of Soil Science Examination or a person applying for licensure as an architect, professional engineer, land surveyor, landscape architect, professional geologist, professional soil scientist, or a person applying for certification as a certified interior designer. Applicant also means a candidate and persons who have passed their respective professional examination but have not yet received their license or certificate in Minnesota. directly to the board to take an examination, receive an in-training classification, request licensure, request certification as a certified interior designer, renew a license, renew a certificate as a certified interior designer, or request reinstatement; or

B. a person whom the board has approved for licensure or certificate holder status who has not yet received a license or certificate in Minnesota.

*[For text of subparts 3 to 7, see Minnesota Rules]*

Subp. 8. **Examinee.** "Examinee" means an applicant who has been approved by the board to take the ~~Architect Registration Examination~~, Fundamentals of Engineering Examination, Principles and Practice of Engineering Examination, Fundamentals of

Surveying Examination, Principles and Practice of Surveying Examination, Minnesota Land Surveying Examination, Fundamentals of Geology Examination, Practice of Geology Examination, ~~Fundamentals of Soil Science Examination~~, or Professional Practice of Soil Science Examination.

*[For text of subparts 9 to 11, see Minnesota Rules]*

Subp. 11a. MNLS. "MNLS" means the Minnesota Land Surveying Examination.

*[For text of subparts 12 to 15, see Minnesota Rules]*

### **1800.0130 EXAMINATION IRREGULARITIES; CHEATING AND NONCOMPLIANT CONDUCT.**

*[For text of subparts 1 to 3, see Minnesota Rules]*

Subp. 4. **Remedial action during examination.** In any case in which it appears that cheating has occurred or is occurring, the board or an exam administrator will take action including summarily expelling the candidate examinee involved from the examination or moving the candidate examinee to a position in the test site away from other examinees where the candidate examinee can be watched more closely.

*[For text of subparts 5 and 6, see Minnesota Rules]*

### **1800.0140 SECURITY AND IRREGULARITIES.**

Notwithstanding any other provisions under this chapter, the board or the exam administrator may postpone scheduled examinations, the grading of examinations, or the issuance of certificates due to a breach of examination security; unauthorized acquisition or disclosure of the contents of an examination; suspected or actual negligence, errors, omissions, or irregularities in conducting an examination; or for any other reasonable cause.

### **1800.0200 CLASSES OF LICENSEES.**

~~There shall be three~~ The classes of licensees as follows consist of:

~~A. Class 1: those who were licensed without examination:~~

~~(1) prior to July 1, 1933; or~~

~~(2) by exemptions after 1933.~~

~~B. A. Class 2: those individuals who are licensed by comity under the provisions of the law. under Minnesota Statutes, section 326.10, subdivision 1, clause 2; and~~

~~C. B. Class 3: those individuals who are licensed after satisfying the all applicable educational requirements, meeting the applicable experience requirements, and achieving successful passage of passing the applicable professional examination.~~

**1800.0400 APPLICATION FOR EXAMINATION, IN-TRAINING CLASSIFICATION, LICENSURE, AND CERTIFICATION AS A CERTIFIED INTERIOR DESIGNER, AND REINSTATEMENT.**

Subpart 1. **Forms and filing.** ~~Applications~~ An applicant must apply for a professional practice examination, licensure, or certification ~~must be made~~ as a certified interior designer on forms provided by the board and must ~~be filed~~ file the forms with the Board of Architecture, Engineering, Land Surveying, Landscape Architecture, Geoscience, and Interior Design and, accompanied by payment of the application fee as specified in Minnesota Statutes, section 326.105 in part 1800.0500. An applicant shall file an application for licensure as an architect following passage of the Architectural Registration Examination (ARE) or meeting the requirements in part 1800.0800. An applicant shall file an application for certification as a certified interior designer following passage of the ~~National Council for Interior Design Qualification (NCIDQ)~~ examination or meeting the requirements ~~outlined~~ in part 1800.0800 or 1800.2100, subpart 5. An applicant shall file an application for licensure as a landscape architect following ~~successful~~ passage of the Landscape Architect Registration Examination (LARE) or meeting the requirements in part 1800.0800. Applications for examination, licensure, or certification must include a signed certification as described in subpart 5.

Subp. 1a. **Information required.** The applicant shall submit to the board, on a form provided by the board, the following information:

A. ~~place and~~ date of birth;

*[For text of items B to D, see Minnesota Rules]*

E. for engineer, land surveyor, geologist, and soil scientist applicants, whether the applicant passed the Fundamentals of Engineering (FE), Fundamentals of Surveying (FS), ~~geologist-in-training~~ Fundamentals of Geology (FG), or ~~soil scientist-in-training~~ Fundamentals of Soil Science (FSS) examination ~~has been successfully completed~~;

F. for landscape architect applicants, whether the applicant passed the Landscape Architect Registration Examination (LARE) ~~has been successfully completed~~;

G. for certified interior designer applicants, whether the applicant passed the written examination administered by the Council for Interior Design Qualification (CIDQ) ~~has been successfully completed~~ CIDQ;

H. for architect applicants, whether the applicant passed the examination administered by NCARB;

~~H. I.~~ a record of personal employment related to the experience requirements described in this chapter, with all dates and with complete information relative to duties and type of work performed, and particularly outlining the applicant's responsibilities in charge of the whole or any part thereof; and

~~I. J.~~ a signed copy of a statement that the applicant has read the Board Rules of Professional Conduct.

*[For text of subpart 1b, see Minnesota Rules]*

Subp. 2. **Evaluation of information.** The information required by subpart 1a ~~shall~~ must be evaluated by the board and if the applicant is found ineligible for admission to the

examination, ineligible for licensure as an architect or landscape architect, or ineligible for certification as a certified interior designer, at the time of application, the applicant ~~shall~~ must be notified by the board in writing and given the reasons for the ineligibility. If an applicant for licensure as an architect or landscape architect is eligible for licensure at the time of application, the applicant shall be notified by the board in writing. If an applicant for certification as a certified interior designer is eligible for certification at the time of application, the applicant shall be notified by the board in writing. If an applicant for examination is eligible for admission to the examination at the time of application, the applicant shall be notified by the board in writing.

**Subp. 3. In-training application.**

A. Applications for examination and certification as a land surveyor-in-training must be made on forms provided by the board, and accompanied by the application fee as ~~specified~~ in Minnesota Statutes, section 326.105.

B. Applications for certification as an engineer-in-training or a soil scientist-in-training must be made on forms provided by the board, and accompanied by the application fee ~~as specified~~ in Minnesota Statutes, section 326.105.

C. Applications for examination and certification as a geologist-in-training ~~or a soil scientist-in-training~~ must be made on forms provided by the board, and accompanied by the application fee ~~as specified~~ in Minnesota Statutes, section 326.105.

**Subp. 4. Reinstatement application.**

A. A licensee or certificate holder who applies for reinstatement of licensure as an architect, professional engineer, land surveyor, landscape architect, professional geologist, or professional soil scientist, or for reinstatement of certification as a certified interior designer, must apply on forms provided by the board, and submit the fees ~~specified~~ in Minnesota Statutes, section 326.10, subdivision 9.

[For text of item B, see Minnesota Rules]

C. The applicant for reinstatement shall submit to the board, on a form provided by the board, the following information:

(1) a list of professional development hours completed within the four years immediately prior to reinstatement, including the dates of the activity, sponsoring organization, description of the activity, and number of professional development hours claimed for each activity, unless the board has granted an exemption under Minnesota Statutes, section 326.107, subdivision 4; and

~~(2) a statement of explanation if the applicant has had a license or certificate disciplined, denied, surrendered, suspended, or revoked in any jurisdiction since the applicant's last license or certificate renewal in Minnesota; and~~

~~(3)~~ (2) a signed certification as described in subpart 5.

**Subp. 5. Certification.**

A. An applicant for examination, licensure, in-training classification, certification as a certified interior designer, or reinstatement shall submit to the board, on a form provided by the board, a certification affirming that the applicant:

~~A.~~ (1) has read and will comply with Minnesota Statutes, sections 326.02 to 326.15, and any rule adopted thereunder;

~~B.~~ (2) is not under any disciplinary proceeding or action in any other jurisdiction; and has not had a license or certificate disciplined, denied, surrendered, suspended, or revoked in any jurisdiction:

(a) in the case of an applicant never licensed in Minnesota, up to the date of application to the board; or

(b) in the case of an applicant with a current, expired, or retired Minnesota license or certificate, since the applicant's last license or certificate renewal in Minnesota;

~~E. (3) has never been convicted of a felony or has previously reported any felony conviction to the board;~~

~~D. (4) has not represented himself or herself as an architect, professional engineer, land surveyor, landscape architect, professional geologist, professional soil scientist, or certified interior designer, without proper licensure or certification, either verbally or on any printed matter, in the state;~~

~~E. (5) will not represent himself or herself as an architect, professional engineer, land surveyor, landscape architect, professional geologist, professional soil scientist, or certified interior designer, without proper licensure or certification, either verbally or on any printed matter, in the state until the applicant's license or certificate has been issued or reinstated by the board;~~

~~F. (6) has not performed or offered to perform architectural, professional engineering, land surveying, landscape architectural, professional geological, professional soil scientific, or certified interior design services, without proper licensure or certification in the state~~ any services reserved in statute to an individual who is properly licensed as an architect, professional engineer, land surveyor, landscape architect, professional geologist, or professional soil scientist in the state; and

~~G. (7) will not perform or offer to perform architectural, professional engineering, land surveying, landscape architectural, professional geological, professional soil scientific, or certified interior design services, without proper licensure or certification in the state until the applicant's license or certificate has been issued or reinstated by the board.~~ any services reserved in statute to an individual who is properly licensed as an architect, professional engineer, land surveyor, landscape architect, professional geologist, or

professional soil scientist in the state until the applicant's license has been issued or reinstated by the board.

B. Applicants who are unable to affirm any part of the certification under this subpart must indicate which statement or statements cannot be affirmed and include an explanation for board review with the application for examination, licensure, certification, or reinstatement.

C. An applicant approved for licensure or certification as a certified interior designer who fails to submit the initial licensure or certification fee in part 1800.0500, subpart 1, item B, within six months of the date of the board's written notice of approval must provide an updated certification as described in this subpart along with the fee before the board will issue the license or certificate.

#### **1800.0450 TEMPORARY MILITARY LICENSE OR CERTIFICATE.**

*[For text of subparts 1 to 3, see Minnesota Rules]*

Subp. 4. **Application required.** During the temporary license or certificate period, ~~the~~ an individual shall complete the full application required for licensure as an architect, professional engineer, land surveyor, landscape architect, or geoscientist or for certification as a certified interior designer. If the board finds that an applicant is eligible ~~for licensure~~, the board shall issue ~~a certificate of licensure~~ a license or certificate as provided under part 1800.4100 and notify the applicant. If the board finds ~~the~~ that an applicant is eligible for certification as a certified interior designer, the board shall issue a certificate as provided under part 1800.4100, subpart 7, and notify the applicant. If the board finds ~~the~~ that an applicant is ineligible for licensure or certification, the board shall notify the applicant in writing and give the reasons for ineligibility.



Subp. 5. **Limitations.** The board shall not issue a temporary military license or certificate to an applicant who has previously received a temporary license or certificate. A temporary military license or certificate shall not be renewed by the board.

## **1800.0500 FEES.**

### **Subpart 1. Requirements.**

A. An application for examination as a professional engineer, land surveyor, professional geologist, or professional soil scientist must be accompanied by an application fee as provided by Minnesota Statutes, section 326.105. The board shall charge, or provide for a third party to charge, each applicant a fee for examination and an examination monitoring fee as provided by Minnesota Statutes, section 326.105.

B. Following an applicant's completion of the requirements for licensure, the board shall supply the applicant with an application for licensure as an architect, professional engineer, land surveyor, landscape architect, professional geologist, or professional soil scientist, which the applicant shall complete and return with the initial fee for licensure as provided by Minnesota Statutes, section 326.105. Following an applicant's completion of the requirements for certification, the board shall supply the applicant with an application for certification as a certified interior designer, which the applicant shall complete and return with the initial fee for certification as provided by Minnesota Statutes, section 326.105. An applicant applying for licensure by comity under part 1800.0800, item F, G, H, or I, shall pay an application fee under subpart 7, item A. Upon approval by the board, an applicant for licensure as a land surveyor by comity under part 1800.0800, item G, shall submit an examination fee in the amount established by the local testing agency and an examination monitoring fee as provided in Minnesota Statutes, section 326.105.

C. If the board finds that an applicant is ineligible for licensure or certification, the applicant must submit a new application each time that the applicant submits new evidence of eligibility.

D. An application for renewal of licensure as an architect, professional engineer, land surveyor, landscape architect, professional geologist, professional soil scientist, or certification as a certified interior designer must be accompanied by a renewal fee as provided in Minnesota Statutes, section 326.105.

E. An application for examination as a land surveyor-in-training, or geologist-in-training, or soil scientist-in-training must be accompanied by an application fee as provided in Minnesota Statutes, section 326.105. Upon approval by the board, an applicant for an examination administered by the board shall pay to the board a fee in the amount established by the applicable national testing agency and an examination monitoring fee as provided by Minnesota Statutes, section 326.105. For examinations administered by a third-party vendor, the applicant shall pay the actual fee for examination to the national testing agency in a manner it prescribes. Information concerning the current examination fee charged by the applicable national testing agency may be obtained by contacting the board offices.

F. ~~For applicants who are found~~ If the board finds an applicant to be ineligible for admission to the examination or fail if an applicant fails the examination, does not register by a required deadline, does not appear for the examination, or does not pay any required examination fee by a required deadline, the applicant must submit a new application for the examination shall be submitted each time that the applicant applies to take the examination.

G. An application for certification as an engineer-in-training or soil scientist-in-training must be accompanied by an application fee as provided in Minnesota Statutes, section 326.105.

Subp. 2. **Refunds.** Application fees are not refundable. ~~Examination, licensure, or certification fees must not be refunded except for those circumstances when an applicant~~

~~does not meet the education, examination, or experience requirements for examination, licensure, or certification.~~

Subp. 3. [Repealed, L 1999 c 213 s 5]

Subp. 4. **Delayed renewal fee.** A renewal fee is a delayed renewal fee within the meaning of Minnesota Statutes, section 326.10, subdivision 9, if it is not postmarked on or before June 30 of the year specified in Minnesota Statutes, section 326.105. The delayed renewal fee is \$30 ~~for the first three months of the lapsed period and \$60 for months four to 24.~~ The delayed renewal fee is computed from July 1 of any even-numbered year and is in addition to the renewal fee provided in Minnesota Statutes, section 326.105.

*[For text of subparts 5 and 6, see Minnesota Rules]*

Subp. 7. **Additional fees.** In addition to all other fees for examination, licensure, or certification, as provided in this part or Minnesota Statutes, section 326.10, subdivision 1, the following schedule of fees is applicable:

A. for each application for licensure ~~by comity~~ under Minnesota Statutes, section 326.10, subdivision 1, clause (2), applicable to any person registered in another state or territory of the United States, or in any province of Canada, or in any foreign country, a fee of ~~\$100~~ \$75;

*[For text of item B, see Minnesota Rules]*

~~C. for certified copies or reproduction of any document required to be supplied on behalf of any applicant for registration or licensure in another state, the cost of reproducing the document will be ten cents per sheet;~~

~~D.~~ C. for monitoring licensing examinations for applicants of boards of other states, the fee shall be \$25, payable by the applicant;

~~E. D.~~ an applicant for examination in more than one branch of engineering shall submit a separate examination fee for each additional branch of engineering for which the applicant has applied for examination; and

~~F. E.~~ for retaking all or any part of any examination for certification or licensure, the fee shall be established by the ~~national testing agency~~ exam administrator.

### **1800.0600 CERTIFICATE OF REGISTRATION.**

Certification of an applicant's technical qualifications by ~~the National Council of Architectural Registration Boards (NCARB), the National Council of Examiners for Engineering and Surveying (NCEES), the Council of Landscape Architectural Registration Boards (CLARB), or the Council for Interior Design Qualification (CIDQ)~~ may be accepted by the board as establishing such qualifications, and the applicant, in such instances, ~~will~~ is not be required to pass further examination.

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

An applicant shall submit evidence to the board indicating that the applicant is qualified to practice in the profession or field of major practice in which the applicant seeks licensure or certification. The burden of proof is upon the applicant who ~~should~~ must make every effort to present qualifications fully and clearly. An applicant must establish the applicant's qualifications shall be established by using one or more of the following methods:

*[For text of items A and B, see Minnesota Rules]*

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

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

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

*[For text of item F, see Minnesota Rules]*

G. for licensure by comity as a land surveyor, by submitting documentation of completion of the requirements in Minnesota Statutes, section 326.10, subdivision 1, clause (2). In addition, the applicant ~~is required to successfully complete~~ must pass the local professional practice MNLS examination;

*[For text of items H and I, see Minnesota Rules]*

### **1800.0850 COMITY APPLICATION PROCEDURES.**

*[For text of subpart 1, see Minnesota Rules]*

#### **Subp. 2. Information required.**

A. An applicant shall submit an application accompanied by payment of the application fee in part 1800.0500, subpart 7, item A. The application must be made on a form provided by the board and must include one signed copy of a statement that the applicant has read the Board Rules of Professional Conduct and a signed certification as described in part 1800.0400, subpart 5.

B. The applicant shall supply the board with evidence of completion of the required education, examination, and experience requirements by submitting:

~~A.~~ (1) a council record as specified under part 1800.0800, item C, D, or E; or

~~B.~~ (1) (2) official transcripts of grades showing the degrees awarded and dates of graduation;

~~(2)~~ (3) a detailed listing of experience gained with signed experience reference forms submitted by the supervisor;

~~(3)~~ (4) verification of current licensure or certification in another jurisdiction;  
and

~~(4)~~ (5) verification of passing the required examinations.

C. If an applicant did not earn a degree at an accredited institution of higher education, the applicant must prove education equivalency by submitting, along with the application, an education evaluation from an evaluation service approved by the board.

*[For text of subparts 3 and 4, see Minnesota Rules]*

#### **1800.0900 QUALIFICATION PROCEDURES.**

Subpart 1. **Exhibits.** When requested by the board, an applicant must submit exhibits in connection with oral interview or written examination shall be submitted when requested by the board an application.

*[For text of subparts 2 and 3, see Minnesota Rules]*

Subp. 4. **Reexamination.** An applicant who does not receive a passing grade in an examination may submit a new application for examination. The application must be accompanied by an application fee as required under Minnesota Statutes, section 326.105. ~~The board shall require an applicant failing an examination three or more times to submit evidence of improved qualifications before approving a new application for examination.~~

Subp. 5. ~~**Date and place of**~~ **Notice of eligibility for examination.** ~~Oral interviews may be given each year at such times as may be designated by the board. A candidate who files an application for licensure by examination and is determined to be eligible for admission to the examination will be informed of the date and place of the examination in writing. Examinations shall be scheduled once the applicant's application is approved. The board must notify an applicant for licensure by examination of the applicant's eligibility for the examination in writing. If the board finds the applicant eligible for the examination, the applicant must schedule the examination with the exam administrator. The applicant must schedule the examination for which the board found the applicant eligible.~~

Subp. 6. **Registration in another state.**

A. An applicant duly registered in another state and whose registration is current, upon application for a temporary permit and notification from the Minnesota board that the temporary permit has been granted may practice the applicant's profession according to Minnesota Statutes, section 326.13, while the application for licensure or certification is pending board review.

B. The plans, specifications, and reports prepared by the applicant during the period in which the application is pending must bear the certification stamp of the state in which the applicant is registered along with a statement that the applicant has applied for registration in Minnesota and that the application is pending. The applicant shall place this stamp on each sheet of the set of drawings prepared for the project and on the title sheet of specifications and reports.

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

*[For text of subpart 7, see Minnesota Rules]*

**1800.1000 EDUCATION AND EXPERIENCE.**

*[For text of subpart 1, see Minnesota Rules]*

Subp. 1a. **Admission to examination.** For admission to the examination, an applicant shall apply directly to ~~the National Council of Architectural Registration Boards (NCARB)~~ and follow the procedures outlined by NCARB. The applicant must present evidence of one of the following:

*[For text of items A and B, see Minnesota Rules]*

[For text of subparts 2 to 4, see Minnesota Rules]

Subp. 5. **Education requirement.** An applicant for licensure must present evidence of:

A. graduation from an architectural curriculum accredited by the National Architectural Accrediting Board (NAAB);<sub>2</sub>

B. graduation from an architectural curriculum accredited by the Canadian Architectural Certification Board (CACB); or

C. an architectural education from a United States or foreign institution of higher education equivalent to an NAAB-accredited degree, for which the applicant must obtain an Education Evaluation Services for Architects (EESA) evaluation report to submit with the initial application for evaluation to the board.

~~An applicant holding a degree from a foreign college or university must be granted credit toward the requirements of this subpart on the same basis as a graduate of a United States college or university if the board determines that the educational requirements for the degree are equivalent to the requirements of this subpart. The applicant shall obtain an Education Evaluation Services for Architects (EESA) evaluation report to submit with the initial application for evaluation by the board.~~

Subp. 6. **Experience requirement.**

A. An applicant for licensure must present evidence of completion of the experience requirement. Qualifying credits for experience must be granted as described in ~~items A and B~~ subitems (1) and (2).

~~A.~~ (1) The applicant's total experience must meet the requirements for qualifying experience in subpart 7.

~~B.~~ (2) Experience must comply with either:



~~(1) (a) the *Architectural Experience Program Guidelines* (AXP) published by the National Council of Architectural Registration Boards (NCARB) (NCARB), July 2016 May 2020, which is incorporated by reference, is available at the State Law Library and the board office on the NCARB website, and is subject to frequent change; or~~

~~(2) (b) the *Intern Development Program Guidelines* (NCARB-IDP) published by NCARB, if the candidate completed the program before June 29, 2016; or.~~

~~(3) the Minnesota Intern Development Program if the candidate began the program prior to March 1, 1997.~~

B. A candidate is responsible for establishing a National Council of Architectural Registration Boards ~~an NCARB~~ Architectural Experience Program (AXP) record.

Subp. 7. **Qualifying experience defined.** As used in this part, "qualifying experience" consists of value units as required to satisfy the Architectural Experience Program (AXP) requirements as defined in ~~the National Council of Architectural Registration Boards~~ NCARB Architectural Experience Program guidelines.

Subp. 8. [Repealed, 21 SR 1427]

## **1800.1100 PROCEDURES.**

*[For text of subpart 1, see Minnesota Rules]*

Subp. 2. **Application for licensure.** An applicant for initial licensure as an architect shall submit to the board a completed application, including verification of meeting the education and experience requirements described in part 1800.1000, subpart 1a, and payment of the application fee in Minnesota Statutes, section 326.105. The application must be submitted on a form provided by the board. ~~If the applicant was not required to complete NCARB-AXP or NCARB-IDP, the applicant shall include a detailed listing of all architecturally related experience gained according to part 1800.1000. The experience listing must include the name and mailing address of the applicant's supervising licensed architect~~

~~or other supervisor for each period of employment. The board shall provide the applicant an experience reference form that must be signed and submitted to the board by each supervisor for each period of employment during which qualifying architectural experience was gained.~~ The applicant must submit an NCARB record to document meeting education, examination, and experience requirements. The applicant shall submit record must include an official transcript of grades showing the degree awarded and date of graduation for all undergraduate and graduate degree programs or the applicant must submit the transcripts with the applicant's application. The application must include one signed copy of Board Rules of Professional Conduct and a signed certification as described in part 1800.0400, subpart 5.

Subp. 3. [Repealed, 21 SR 1427]

Subp. 4. [See repealer.]

## **1800.1200 EXAMINATION.**

### **Subpart 1. Architect Registration Examination.**

A. ~~The National Council of Architectural Registration Boards (NCARB)~~ shall prepare and furnish the Architect Registration Examination (ARE).

B. An applicant is required to pass all sections of the ARE examination in order to qualify for licensure. The applicant shall attain the uniform passing grade established by the board through a psychometrically acceptable standard-setting procedure.

*[For text of subparts 2 to 5, see Minnesota Rules]*

## **1800.1500 EDUCATION AND EXPERIENCE.**

*[For text of subparts 1 and 2, see Minnesota Rules]*

### **Subp. 3. Education requirement.**

A. An applicant for licensure as a landscape architect shall present evidence of:

(1) graduation from a landscape architecture curriculum of a university or college master's degree program accredited by the Landscape Architectural Accreditation Board (LAAB)- or the Landscape Architecture Accreditation Council (LAAC);

(2) graduation from a landscape architecture baccalaureate degree program accredited by LAAB or LAAC;

(3) graduation from a non-LAAB or non-LAAC accredited baccalaureate curriculum in landscape architecture; an NAAB-accredited degree architecture program; or an architectural, civil, or structural engineering degree program that is EAC-ABET accredited; or

(4) graduation from any baccalaureate degree program from an accredited institution of higher education, or a two-year associate's or certificate program in landscape architecture.

B. An applicant under item A, subitem (3) or (4), with a degree from a foreign institution must provide an education evaluation report from an education evaluation service approved by the board, along with the application, as evidence of equivalency.

Subp. 4. **Experience requirement.** An applicant for licensure as a landscape architect shall present evidence of completion of the experience requirement in items A to E.

A. The number of years of professional experience required ~~is based on the following table is:~~

(1) two years, if the applicant meets the education requirements in subpart 3, item A, subitem (1);

(2) three years, if the applicant meets the education requirements in subpart 3, item A, subitem (2); or

(3) six years, if the applicant meets the education requirements in subpart 3, item A, subitem (3) or (4).

<del>Degree Received</del>	<del>Years of Education</del>	<del>Years of Professional Experience</del>
<del>Graduation from a five-year baccalaureate curriculum in Landscape Architecture accredited by the LAAB.</del>	<del>5</del>	<del>3</del>
<del>Graduation from a four-year baccalaureate curriculum in Landscape Architecture accredited by the LAAB.</del>	<del>4</del>	<del>4</del>
<del>Graduation from a LAAB-accredited master's or doctorate curriculum in Landscape Architecture.</del>	<del>5 or more</del>	<del>3</del>

B. An applicant must acquire qualifying experience ~~must be acquired~~ after graduation ~~and be~~ from one of the education curriculum listed in subpart 3. The applicant must acquire qualifying experience under the direct supervision of a licensed landscape architect.

C. Qualifying experience under the direct supervision of a licensed architect or licensed professional engineer ~~shall~~ must receive full credit up to a maximum of one year when the work is related to landscape architecture.

D. Qualifying experience gained before graduation from one of the ~~landscape architectural~~ education curricula in ~~item A subpart 3~~ must be credited to satisfy part of the requirements for qualifying landscape architect experience under this item according to subpart under the following conditions:

*[For text of subitems (1) and (2), see Minnesota Rules]*

(3) experience must be credited at a rate of 50 percent.

This credit must not exceed one year of qualifying ~~landscape architect~~ experience.

Subp. 5. [Repealed, 35 SR 2011]

Subp. 6. **Qualifying experience defined.**

A. As used in this part, "qualifying experience" consists of varied, progressive, nonrepetitive, practical experience at landscape architectural work that develops the applicant's ability to apply the knowledge gained during academic training to make sound judgments in solving landscape architectural problems and prepares the applicant to assume responsible charge of the work involved in the practice of landscape architecture. The experience must include elements of ~~research, codes and standards, site and environmental analysis, landscape architectural programming, planning, economics, schematic design, design development documents, construction documents, specifications, project management, and observation of construction.;~~

(1) project and construction management, which includes preproject management, project management, bidding, construction, and maintenance;

(2) inventory and analysis, which includes site inventory, physical analysis, and contextual analysis;

(3) design, which includes stakeholder process, master planning, and site design; and

(4) grading, drainage, and construction documentation, which includes site preparation plans, general plans and details, specialty plans, and specifications.

B. Experience must be written in detail, verified by the applicant's supervisor, and submitted with the application for licensure for evaluation.

**1800.2100 EDUCATION AND EXPERIENCE.**

Subpart 1. ~~Written Examination requirement.~~ An applicant for certification as a certified interior designer shall pass ~~a written~~ an examination administered by ~~the Council for Interior Design Qualification (CIDQ)~~ except that ~~a written~~ an examination is not required of an applicant certified under subpart 5. An applicant for certification under part 1800.0800,

item H, must satisfy the Minnesota certification requirements in effect at the time of the applicant's original certification in the other state.

**Subp. 2. Education and experience requirement.**

A. To qualify for certification as a certified interior designer, an applicant ~~shall~~ must present evidence that the applicant has completed the education and experience requirements in ~~items A and B~~ this subpart.

~~A. (1) For purposes of this subpart, "equivalent education" means education that the board, after review of an applicant's transcript and other educational materials, finds to be substantially the same in terms of the curriculum composition and content of classes taken by the applicant that culminates in a minimum of~~ The curriculum composition and class content of an applicant's qualifying education must at minimum be substantially equivalent to a bachelor's degree in interior design accredited by the Council for Interior Design Accreditation (CIDA) or its predecessor, the Foundation for Interior Design Education Research (FIDER). The education requirement must be fulfilled by one of the following options as described:

~~(1) (a)~~ (1) (a) graduation from a four- or five-year professional-level interior design program resulting in a bachelor's or master's degree, which includes completion of 60 semester credits or 90 quarter credits of interior design course content from a program accredited by CIDA or its predecessor, FIDER, ~~or equivalent education;~~

~~(2) (b)~~ (2) (b) graduation prior to June 1, 2013, from a two-year preprofessional or paraprofessional program in interior design accredited by CIDA or its predecessor, FIDER, ~~or equivalent education; or~~

~~(3) (c)~~ (3) (c) graduation prior to June 1, 2013, from a three-year professional level program in interior design accredited by CIDA or its predecessor, FIDER, ~~or equivalent education;~~

(d) graduation from an accredited institution of higher education and 60 semester or 90 quarter credit hours of postsecondary interior design coursework that leads to a degree, certificate, or diploma from an accredited institution of higher education; or

(e) for an applicant with a foreign degree, an education evaluation accepted by CIDQ that demonstrates an education equivalent to the requirements in unit (d). The applicant must include a verified copy of the evaluation report with the application to the board.

~~B. (2) Experience must be under the direct supervision of a certified interior designer, NCIDQ certificate holder, or licensed architect, or, for experience gained prior to June 1, 2013, an interior designer. Experience gained prior to June 1, 2013, may be under the direct supervision of an interior designer.~~

~~(1) (a) If the applicant meets the educational requirements of item A, subitem (1), units (a), (d), or (e), the experience required is completion of the Interior Design Experience Program (IDEP), as provided by CIDQ or its successor, or a minimum of two years of qualifying interior design experience.~~

~~(2) (b) If the applicant meets the educational requirements of item A, subitem (2) (1), unit (b), the experience required is completion of a minimum of four years of qualifying interior design experience.~~

~~(3) (c) If the applicant meets the educational requirements of item A, subitem (3) (1), unit (c), the experience required is completion of a minimum of three years of qualifying interior design experience.~~

~~E. B. Experience must be diversified in the practice of interior design for public spaces and include all ten of the following knowledge areas, documented as required by the board:~~

~~(1) space planning;~~

- (2) building code research and analysis;
- (3) programming;
- (4) schematic design and design development;
- (5) preparation of construction documents;
- (6) cost estimating;
- (7) specification of building materials and finishes;
- (8) specification of furnishings, fixtures, and equipment;
- (9) bidding/negotiating procedures; and
- (10) construction administration.

*[For text of subparts 3 to 5, see Minnesota Rules]*

#### **1800.2200 PROCEDURES.**

Subpart 1. ~~Written~~ **Examinations.** The ~~written~~ examination shall be the examination as provided by the Council for Interior Designer Qualification (CIDQ).

*[For text of subparts 2 and 3, see Minnesota Rules]*

#### **1800.2500 EDUCATION AND EXPERIENCE.**

Subpart 1. ~~Written~~ **Examination requirement.** An applicant for licensure as a professional engineer shall pass ~~written~~ examinations as provided in part 1800.2700. An applicant for licensure under part 1800.0800, item F, shall satisfy the Minnesota licensing requirements that were in effect at the time of the applicant's original licensure in the other state. The ~~written~~ Fundamentals of Engineering (FE) examination shall be waived by the board if the applicant meets the requirements in part 1800.2800.



Subp. 2. **Admission to ~~written~~ Fundamentals of Engineering (FE) examination.** To qualify for admission to the ~~written~~ FE examination, the applicant shall present evidence of one of the following:

*[For text of items A to D, see Minnesota Rules]*

Subp. 2a. **Education requirements.** To qualify for certification as an engineer-in-training, admission to the ~~written~~ PE examination, or licensure as a professional engineer, an applicant shall present evidence of one of the following:

*[For text of items A to I, see Minnesota Rules]*

*[For text of subparts 3 and 4, see Minnesota Rules]*

#### **1800.2700 ~~WRITTEN EXAMINATION.~~**

Subpart 1. **Two-part examination.** The ~~written~~ examination shall be prepared and furnished by the ~~National Council of Examiners for Engineering and Surveying (NCEES)~~ and shall consist of two parts described in subparts 1a and 2.

Subp. 1a. **Fundamentals of Engineering (FE) examination.** Part I is the FE examination. The passing of this examination as a Minnesota candidate and providing proof of the degree awarded and date of graduation gives the applicant the status of engineer-in-training as defined in Minnesota Statutes, section 326.10, subdivision 7. A final official transcript showing the degree awarded and date of graduation shall be submitted to the board before the Engineer-in-Training number is released to the applicant. The applicant shall take and pass the FE examination before being permitted to take the professional examination unless exempted under part 1800.2800.

*[For text of subparts 2 to 4, see Minnesota Rules]*

Subp. 5. [See repealer.]

**1800.2805 QUALIFYING EXPERIENCE DEFINED.****Subpart 1. Qualifying experience; generally.**

*[For text of items A to D, see Minnesota Rules]*

~~E. Experience must have been completed at the time of application.~~

*[For text of subpart 2, see Minnesota Rules]*

**1800.2900 PROCEDURES.**

Subpart 1. **Admission to Fundamentals of Engineering (FE) examination.** For admission to the FE examination, an applicant shall apply directly to ~~the National Council of Examiners for Engineering and Surveying (NCEES)~~ and follow the procedures outlined by NCEES.

Subp. 1a. **Request for certification as an engineer-in-training.** An applicant shall submit an application for certification as an engineer-in-training following passage of the FE examination as a Minnesota examination candidate and completion of the education requirement under part 1800.2500, subpart 2a. Payment of the application fee in Minnesota Statutes, section 326.105, must accompany the application. An official transcript of grades showing the degree awarded and date of graduation for all undergraduate and graduate degree programs and verification of passing the FE examination must be submitted before the applicant may be certified as an engineer-in-training.

Subp. 2. **Request for admission to Principles and Practice (PE) examination.** An applicant shall submit an application for admission to the PE examination under part 1800.2700, subpart 2, accompanied by payment of the application fee in Minnesota Statutes, section 326.105. The application must be made on a form provided by the board. An official transcript of grades showing the degree awarded and date of graduation for all undergraduate and graduate degree programs must accompany the completed form, unless previously submitted within the last year. The application must include one signed copy of a statement

that the applicant has read the Board Rules of Professional Conduct and a signed certification as described in part 1800.0400, subpart 5.

*[For text of subparts 2a to 3, see Minnesota Rules]*

Subp. 4. [See repealer.]

Subp. 5. **PE examination administration and application deadline.**

A. An applicant may not ~~sit for~~ take the PE examination until the applicant has submitted an application ~~has been submitted~~, the board has determined that the applicant has met the qualifications to take the examination, and the applicant has been notified of the applicant's eligibility.

B. The PE examination ~~shall~~ must be administered at a time and place determined by the examination delivery vendor to those applicants determined by the board to meet the requirements for admission to the examination.

C. The deadline for application for an examination that is administered on a specific date and time ~~shall~~ must be 75 days prior to the date set for the examination. Applications and supporting documentation must be postmarked on or before the deadline to be considered on time.

D. For an examination that is administered on multiple dates and times within an examination window, an application may be submitted at any time.

E. The board, if necessary, shall forward notification of the applicant's eligibility to the examination delivery vendor. Following the board's determination that an applicant is eligible to ~~sit for~~ take an examination, the applicant shall independently contact the examination delivery vendor to schedule the time and place for the examination at an approved test site.

F. The board or examination delivery vendor shall report to the applicant the results of each examination. In order to pass the examination, the applicant shall attain the uniform passing grade established by the board through a psychometrically acceptable standard-setting procedure.

Subp. 6. **Examination windows.** The examination windows and the frequency ~~in~~ with which an applicant may take the examination are determined by the applicable national testing agency.

Subp. 7. **Validity of application.**

*[For text of item A, see Minnesota Rules]*

B. An applicant approved by the board for an examination administered on a specific date who fails to register, cancels, or fails to appear for the examination must submit a new application ~~in order~~ to take the examination on another date.

*[For text of item C, see Minnesota Rules]*

D. If an applicant fails an examination, the applicant must submit a new application ~~in order~~ to take the examination on another date.

E. An applicant who passes the PE examination and does not provide the board with a detailed listing of qualifying engineering experience within three years of the date of the application for examination must submit a new application ~~in order~~ to obtain a license as a professional engineer.

F. An applicant who passes the FE examination after applying to the board to take the FE examination and who does not provide the board with evidence of meeting the education requirements in part 1800.2500, subpart 2a, within one year of the examination date must submit an engineer-in-training application to obtain an engineer-in-training certificate.

**1800.3505 EDUCATION AND EXPERIENCE.**

Subpart 1. **Examination requirements.** An applicant for licensure as a land surveyor is required to pass ~~written~~ examinations as provided in this part and parts 1800.3600 to 1800.3750. An applicant for licensure under part 1800.0800, item G, shall satisfy the Minnesota licensing requirements that were in effect at the time of the applicant's original licensure in the other state.

Subp. 2. **Admission to the Fundamentals of Surveying (FS) examination.**

A. To qualify for admission to the FS examination, applicants shall present satisfactory evidence of one of the following:

~~A.~~ (1) graduation from a four-year land surveying curriculum ~~as specified~~ in subpart 4 from an accredited institution of higher ~~learning~~ education or being within 32 semester credits or 48 quarter credits of graduation from the same; or

~~B.~~ (2) graduation with a bachelor's degree from an accredited institution of higher ~~learning~~ education or being within 32 semester credits or 48 quarter credits of obtaining a bachelor's degree, and completion of a minimum of 11 semester credits or 16 quarter credits from the land surveying categories specified in subpart 4, items A to K.

B. An applicant holding a degree from a foreign college or university must have the applicant's education evaluated for equivalency by NCEES Credentials Evaluations and submit the evaluation with the application.

Subp. 3. **Admission to Principles and Practice of Surveying (PS) examination.** To qualify for admission to the PS examination, ~~the~~ an applicant shall present evidence of meeting the education and qualifying experience requirements in item A or B.

*[For text of items A and B, see Minnesota Rules]*

C. An applicant must obtain qualifying land surveying experience ~~must be obtained~~ under the direct supervision of a licensed land surveyor. As used in items A and B, qualifying

work experience consists of varied, progressive, practical experience at land surveying work. An applicant must acquire the experience ~~must be acquired~~ in the areas of land surveying practice listed in items A and B.

~~€. D.~~ D. Qualifying land surveying experience that an applicant gained before completion of one of the education requirements in item A or B must meet the following conditions:

(1) experience must be obtained under the direct supervision of a licensed land surveyor; and

(2) experience gained before completion of a high school degree or equivalent must receive no credit.

~~Đ. E.~~ E. A minimum of one year of qualifying experience must be gained after completion of one of the education requirements in item A or B.

~~E. F.~~ F. One year of experience ~~consists~~ must consist of full- or part-time employment that extends over a period of no less than 12 months and ~~includes~~ include no fewer than 2,000 hours of performance of land surveying work described in ~~item A or B~~ this subpart.

*[For text of subpart 4, see Minnesota Rules]*

## **1800.3700 EXAMINATIONS.**

*[For text of subpart 1, see Minnesota Rules]*

Subp. 2. **Professional practice examinations.** The examination for professional practice consists of the Principles and Practice of Surveying (PS) examination and the Minnesota Land Surveying (MNLS) examination. ~~Successful completion~~ Passage of both the PS and the MNLS examinations qualifies the applicant for licensure as a land surveyor in Minnesota upon payment of the license fee.

Subp. 3. **MNLS reference materials.** The board shall advise the applicant, at the time of approval for admission to ~~an~~ the MNLS examination, what equipment and materials will be permitted for use during the examination.

### **1800.3750 PROCEDURES.**

*[For text of subpart 1, see Minnesota Rules]*

Subp. 2. **Request for admission to Principles and Practice of Surveying (PS) examination.** An applicant shall submit an application for admission to the PS examination under part 1800.3600, subpart 3, accompanied by payment of the application fee in Minnesota Statutes, section 326.105. The application must be made on a form provided by the board and must include a detailed listing of surveying experience gained. The experience listing must include the name and mailing address of the applicant's supervisor for each period of employment. The board shall provide the applicant with an experience reference form that must be signed and submitted to the board by each supervisor for each period of employment during which qualifying surveying experience was gained. An official transcript of grades showing the degree awarded and date of graduation for all undergraduate and graduate degree programs must accompany the completed form, unless previously submitted within the last year. The application must include one signed copy of a statement that the applicant has read the Board Rules of Professional Conduct and a signed certification as described in part 1800.0400, subpart 5.

*[For text of subparts 3 to 6, see Minnesota Rules]*

### **1800.3910 EDUCATION AND EXPERIENCE.**

#### **Subpart 1. ~~Written~~ Examination requirement.**

A. An applicant for licensure within a geoscience discipline shall pass ~~written~~ examinations as provided in part 1800.3920.

B. An applicant for licensure under part 1800.0800, item I, whose original licensure in the other state was granted after August 4, 1997, shall satisfy the Minnesota licensing requirements that were in effect at the time of the applicant's original licensure in the other state. An applicant for licensure under part 1800.0800, item I, whose original licensure in the other state was granted before August 4, 1997, shall satisfy the Minnesota licensing requirements that were in effect on August 4, 1997.

C. The ~~written~~ Fundamentals of Geology (FG) examination or Fundamentals of Soil Science (FSS) examination must be waived by the board if the applicant requests a waiver and furnishes evidence of the following:

~~A.~~ (1) having a doctorate degree in the geoscience discipline for which the applicant is seeking licensure or equivalent doctorate degree as determined by the board; and

~~B.~~ (2) meeting the education requirements specified in subpart 5.

*[For text of subpart 2, see Minnesota Rules]*

Subp. 3. **Admission to ~~written~~ professional examination.** To qualify for admission to the ~~written~~ professional examination for a geoscience discipline, the applicant shall present evidence of meeting the education and qualifying experience requirements in items A and B.

A. Education:

(1) graduation from a geoscience curriculum approved by the board, as specified in subpart 5, in the geoscience discipline for which the applicant is seeking licensure; ~~or~~

(2) graduation from a non-board-approved curriculum with a minimum number of equivalent credits in geoscience as specified in subpart 5; or



(3) graduation from a foreign college or university if the board determines that the educational requirements for the degree are equivalent to the requirements of this subpart. The applicant must obtain a subject analysis report from an education evaluation service approved by the board and submit the report to the board with the application for examination.

*[For text of items B to E, see Minnesota Rules]*

Subp. 4. [Repealed, 38 SR 59]

Subp. 5. **Approved geoscience education.** A curriculum approved by the board must meet the ~~following~~ criteria in this subpart.

*[For text of items A to D, see Minnesota Rules]*

*[For text of subparts 6 and 7, see Minnesota Rules]*

#### **1800.3920 ~~WRITTEN EXAMINATION.~~**

Subpart 1. **Two-part examination.** The ~~written~~ examination consists of the two parts as described in subparts 2 and 3. The ~~written~~ examinations for geologists shall be the examinations as provided by ~~the National Association of State Boards of Geologists (ASBOG)~~ as described in subpart 4, item A. The ~~written~~ examinations for soil scientists shall be the examinations provided by ~~the Council of Soil Science Examiners (CSSE)~~ as described in subpart 4, item B.

Subp. 2. **Fundamentals examination.** The fundamentals examination for a geoscience discipline may be taken upon meeting the requirements in part 1800.3910, subpart 2. An applicant ~~taking~~ who has applied to the board to take the fundamentals examination in a geoscience discipline shall be notified by the board of the score in writing. An applicant failing this examination and electing to take the examination again shall take the entire examination. A description of the scope of the fundamentals examinations for each geoscience discipline is provided in subpart 4.

A final official transcript showing the degree awarded and date of graduation shall be submitted to the board before the in-training number is released to the applicant. The passing of this examination as a Minnesota candidate and providing proof of the degree awarded and date of graduation gives the applicant the in-training status as defined in Minnesota Statutes, section 326.10, subdivision 7, paragraph (3). The applicant shall take and pass the fundamentals examination in the geoscience discipline for which the applicant is seeking licensure before being permitted to take the professional examination.

*[For text of subpart 3, see Minnesota Rules]*

**Subp. 4. Scope and description of examinations.**

A. The scope and description of the geology examinations are as described in subitems (1) and (2).

(1) The Fundamentals of Geology (FG) examination ~~shall~~ must be administered at a time and place designated by the board or the exam administrator to those applicants determined by the board to meet the requirements of part 1800.3910, subpart 2, for admission to the examination.

The FG examination consists of multiple-choice questions which emphasize knowledge and skills that are typically acquired in an academic setting and lead to a baccalaureate degree in geology.

(2) The Practice of Geology (PG) examination ~~shall~~ must be administered at a time and place designated by the board or the exam administrator to those applicants determined by the board to meet the requirements of part 1800.3910, subpart 3, for admission to the examination.

The PG examination covers the principles and practice of geology. The examination ~~shall include~~ includes questions embracing the knowledge of professional practice and applied geology as acquired in connection with research, planning, and completion of

geological work during the required period of geological experience. The PG examination is given to determine the degree of proficiency of the applicant in professional practice. This examination ~~shall include~~ includes questions designed to test whether the applicant has learned to apply the knowledge and understanding of the basic sciences and ~~geoscientific sciences~~ the geosciences gained through education, training, and experience to the solutions of geological problems.

B. The scope and description of the soil science examinations are as described in subitems (1) and (2).

(1) The Fundamentals of Soil Science (FSS) examination ~~shall~~ must be administered at a time and place designated by the board or the exam administrator to those applicants ~~determined by the board to~~ who meet the requirements of part 1800.3910, subpart 2, for admission to the examination.

The FSS examination consists of multiple-choice questions which emphasize knowledge and skills that are typically acquired in an academic setting and lead to a baccalaureate degree in soil science.

(2) The Professional Practices in Soil Science (PSS) examination ~~shall~~ must be administered at a time and place designated by the board or the exam administrator to those applicants determined by the board to meet the requirements of part 1800.3910, subpart 3, for admission to the examination.

The PSS examination covers the principles and practice of soil science. The examination shall include questions embracing the knowledge of professional practice and applied soil science as acquired in connection with research, planning, and completion of soil science work during the required period of soil science experience. The PSS examination is given to determine the degree of proficiency of the applicant in professional practice. This examination shall include questions designed to test whether the applicant has learned to apply the knowledge and understanding of the basic sciences and ~~geoscientific sciences~~ the

geosciences gained through education, training, and experience to the solutions of soil science problems.

Subp. 5. [See repealer.]

### **1800.3930 PROCEDURES.**

Subpart 1. **Request for admission to the Fundamentals of Soil Sciences (FSS) examination.** For admission to the FSS examination, an applicant must apply directly to CSSE and follow the procedures required by CSSE.

Subp. 1a. **Request for certification as a soil scientist-in-training.** An applicant for certification as a soil scientist-in-training must submit an application for certification following passage of the FSS examination as a Minnesota exam candidate and completion of the education requirement under part 1800.3910, subpart 5, item B. Payment of the application fee in Minnesota Statutes, section 326.105, must accompany the application. An applicant must submit an official transcript of grades showing the degree awarded and date of graduation for all undergraduate and graduate degree programs and verification of passing the FSS examination before the applicant may be certified as a soil scientist-in-training.

Subp. 1b. **Request for admission to the Fundamentals of Geology (FG) examination.** An applicant ~~shall~~ must submit an application for admission to the ~~fundamentals~~ FG examination ~~in the geoscience discipline in which the applicant is seeking licensure~~ as described in part 1800.3920, subpart 2. The application must be postmarked not later than 60 days prior to the date set for the ~~fundamentals~~ FG examination and accompanied by payment of the fee in Minnesota Statutes, section 326.105. For applicants who have not yet graduated, an unofficial transcript of grades from all institutions attended showing the applicant's name, the name of the college or university, and the number of credits completed must accompany the application. An official transcript of grades showing the degree awarded and date of graduation for all undergraduate and graduate degree

programs must be submitted before the applicant may be certified as a geologist-in-training ~~or soil scientist-in-training~~. For applicants who have graduated, an official transcript of grades showing the degree awarded and date of graduation must accompany the application.

Subp. 2. **Request for admission to professional examination.** An applicant shall ~~must~~ submit an application for admission to the professional geoscience examination in the geoscience discipline in which the applicant is seeking licensure as explained in part 1800.3920, subpart 3. The application must be ~~postmarked not later than 60 days prior to the date set for the professional examination and~~ accompanied by payment of the fee in Minnesota Statutes, section 326.105. The application must be made on a form provided by the board and must include a detailed listing of geoscience experience gained. The experience listing must include the name and current mailing address of the applicant's direct supervisor for each period of employment. ~~The board shall provide the applicant an experience reference form that must be signed and submitted to the board by each supervisor for each period of employment during which qualifying geoscience experience was gained. An official transcript of grades showing the degree awarded and date of graduation for all undergraduate and graduate degree programs must be submitted directly to the board by the educational institution, unless previously submitted.~~ The applicant must complete the experience reference form provided by the board. The form must be verified, signed, and submitted to the board by the applicant's supervisor at the time that the applicant gained qualifying experience. The applicant must request from the educational institution an official transcript of grades showing the degree awarded and date of graduation for all undergraduate and graduate degree programs, unless within the last year the applicant previously submitted official transcripts to the board. ~~The application~~ applicant must include submit one signed copy of a statement that the applicant has read the Board Rules of Professional Conduct and a signed certification as described in part 1800.0400, subpart 5.

**Subp. 2a. Professional examination administration and application deadline.**

A. An applicant must not take the professional examination until the applicant has submitted an application, the board has determined that the applicant has met the qualifications to take the examination, and the board notifies the applicant of the applicant's eligibility.

B. The professional examination must be administered at a time and place determined by the examination delivery vendor to those applicants determined by the board to meet the requirements for admission to the examination.

C. The deadline for application for an examination that is administered on a specific date and time must be 60 days before the date set for the examination. Applications and supporting documentation must be postmarked on or before the deadline to be considered on time.

D. For an examination that is administered on multiple dates and times within an examination window, an applicant may submit an application at any time.

E. The board, if required by the examination delivery vendor, must forward notification of the applicant's eligibility to the examination delivery vendor. Following the board's determination that an applicant is eligible to take an examination, the applicant must independently contact the examination delivery vendor to schedule the time and place for the examination at an approved test site.

F. The board or examination delivery vendor must report to the applicant the results of each examination. To pass the examination, the applicant must attain the uniform passing grade established by the board through a psychometrically acceptable standard-setting procedure.

Subp. 2b. **Examination windows.** The examination windows and the frequency with which an applicant may take the examination are determined by the applicable national testing agency.

Subp. 3. **Validity of application.**

*[For text of item A, see Minnesota Rules]*

B. ~~An applicant who fails the examination, cancels, or fails to appear for the examination must submit a new application with the appropriate fee in order to take the examination on another date.~~ An applicant who is approved by the board for an examination administered on a specific date and who fails to register, cancels, or fails to appear for the examination must submit a new application to take the examination on another date.

C. An applicant who is approved by the board for an examination administered continuously throughout the year and who does not take the examination within three years of the date of the application must submit a new application to take the examination.

D. If an applicant fails an examination, the applicant must submit a new application to take the examination on another date.

#### **1800.4000 CERTIFICATES OF RECORD FOR IN-TRAINING CLASSIFICATION.**

The board shall issue a certificate indicating that the applicant has been classified as an engineer-in-training, land surveyor-in-training, geologist-in-training, or soil scientist-in-training by the board to each applicant who ~~successfully completes~~ passes the fundamentals of engineering examination, fundamentals of land surveying examination, fundamentals of geology examination, or fundamentals of soil science examination, ~~a certificate indicating that the applicant's name has been recorded as engineer-in-training, land surveyor-in-training, geologist-in-training, or soil scientist-in-training, in the office of the board~~ as a Minnesota examination candidate, and who meets the in-training classification requirements elsewhere in this chapter. The certificates of ~~record~~ classification as

engineer-in-training, land surveyor-in-training, geologist-in-training, or soil scientist-in-training are permanent, subject only to discipline for cause in the manner provided by law or rule.

### **1800.4100 CERTIFICATE OF LICENSURE OR CERTIFICATION.**

Subpart 1. **Licensure as professional engineer.** The board ~~shall~~ must issue to each applicant who has successfully completed the education, examination, and experience requirements in part 1800.2500 a certificate of licensure giving the licensee authority to practice engineering as defined by Minnesota Statutes, section 326.02, subdivision 3. This certificate ~~shall~~ must be in effect for a period ending June 30 of the even-numbered year of the biennium in which the certificate is issued, after which date the certificate will expire unless renewed. Applicants who are licensed ~~by comity~~ under Minnesota Statutes, section 326.10, subdivision 1, clause (2), from other states, having met the Minnesota licensure requirements, ~~shall~~ must be issued certificates of licensure in the same manner as provided in this part.

Subp. 2. **Licensure as land surveyor.** The board ~~shall~~ must issue to each applicant who has successfully completed the education, examination, and experience requirements in part 1800.3505 a certificate of licensure giving the licensee authority to practice land surveying as defined by Minnesota Statutes, section 326.02, subdivision 4. This certificate ~~shall~~ must be in effect for a period ending June 30 of the even-numbered year of the biennium in which the certificate is issued, after which date the certificate will expire unless renewed. Applicants who are licensed ~~by comity~~ under Minnesota Statutes, section 326.10, subdivision 1, clause (2), from other states, having met the Minnesota licensure requirements, ~~shall~~ must be issued certificates of licensure in the same manner as provided in this part.

Subp. 3. **Licensure as architect.** The board ~~shall~~ must issue to each applicant who has successfully completed the education, examination, and experience requirements in part 1800.1000 a certificate of licensure giving the licensee authority to practice architecture as



defined by Minnesota Statutes, section 326.02, subdivision 2. This certificate ~~shall~~ must be in effect for a period ending June 30 of the even-numbered year of the biennium in which the certificate is issued, after which date the certificate will expire unless renewed. Applicants who are licensed ~~by comity~~ under Minnesota Statutes, section 326.10, subdivision 1, clause (2), from other states, having met the Minnesota licensure requirements, ~~shall~~ must be issued certificates of licensure in the same manner as provided in this part.

Subp. 4. **Licensure as landscape architect.** The board ~~shall~~ must issue to each applicant who has successfully completed the education, examination, and experience requirements in part 1800.1500 a certificate of licensure giving the licensee authority to practice landscape architecture as defined by Minnesota Statutes, section 326.02, subdivision 4a. This certificate ~~shall~~ must be in effect for a period ending June 30 of the even-numbered year of the biennium in which the certificate is issued, after which date the certificate will expire unless renewed. Applicants who are licensed ~~by comity~~ under Minnesota Statutes, section 326.10, subdivision 1, clause (2), from other states, having met the Minnesota licensure requirements, ~~shall~~ must be issued certificates of licensure in the same manner as provided in this part.

Subp. 5. **Licensure as professional geologist.** The board ~~shall~~ must issue to each applicant who has successfully completed the education, examination, and experience requirements in part 1800.3910 for geologists a certificate of licensure giving the licensee authority to practice geology as defined by Minnesota Statutes, section 326.02, subdivision 3a. This certificate ~~shall~~ must be in effect for a period ending June 30 of the even-numbered year of the biennium in which the certificate is issued, after which date the certificate will expire unless renewed. Applicants who are licensed ~~by comity~~ under Minnesota Statutes, section 326.10, subdivision 1, clause (2), from other states or by submission of records, having met the Minnesota licensure requirements, ~~shall~~ must be issued certificates of licensure in the same manner as provided in this part.

Subp. 6. **Licensure as professional soil scientist.** The board ~~shall~~ must issue to each applicant who has successfully completed the education, examination, and experience requirements in part 1800.3910 for soil scientists a certificate of licensure giving the licensee authority to practice soil science as defined by Minnesota Statutes, section 326.02, subdivision 3a. This certificate ~~shall~~ must be in effect for a period ending June 30 of the even-numbered year of the biennium in which the certificate is issued, after which date the certificate will expire unless renewed. Applicants who are licensed ~~by comity~~ under Minnesota Statutes, section 326.10, subdivision 1, clause (2), from other states or by submission of records, having met the Minnesota licensure requirements, ~~shall~~ must be issued certificates of licensure in the same manner as provided in this part.

Subp. 7. **Certification as interior designer.** The board ~~shall~~ must issue to each applicant who has successfully completed the education, examination, and experience requirements of part 1800.2100 a certificate authorizing the certificate holder to use the title "Certified Interior Designer." This certificate ~~shall~~ must be in effect for a period ending June 30 of the even-numbered year of the biennium in which the certificate is issued, after which the certificate ~~shall~~ must expire unless renewed. A person whose certificate expires ~~shall~~ must not use the title "Certified Interior Designer" until a certificate is reissued. Applicants who are certified ~~by comity~~ under part 1800.0800 shall and Minnesota Statutes, section 326.10, subdivision 1, clause (2), must be issued certificates as provided in this part.

**REPEALER.** Minnesota Rules, parts 1800.1100, subpart 4; 1800.2700, subpart 5; 1800.2900, subpart 4; and 1800.3920, subpart 5, are repealed.