

**GUIDELINES FOR APPLICANTS APPLYING UNDER SECTION 15(2)(C) OF THE ARCHITECTS ACT.**

- 1) An application for registration under the Architects Act made by a person shall possess any qualifications referred to in Section 15 (1)(a),(b) or (c). The applicant must also satisfy the Board that he has after qualifying, obtained such recognised practical experience under any of the following categories:
  - a) such practical experience in architectural work for not less than 24 months consisting of such practical experience in architectural work in Singapore for a continuous period of at least 12 months, and has passed such professional practice examination as may be prescribed or approved by the Board;
  - b) such practical experience in architectural work for not less than 5 years as may be recognised by the Board, which shall include such prescribed practical experience in architectural work in Singapore for not less than two years comprising a continuous period of at least 12 months gained within the 5 years immediately preceding the date of his application for registration under this Act; or
  - c) such practical experience in architectural work for not less than ten years as may be recognised by the Board.
- 2) Applicants who has satisfy the requirements of 15(2)(c) is to be accorded registration, without having to sit and pass the professional practice examination prescribed by the Board. It must be emphasized that registration would only be accorded to applicants with outstanding architectural design ability.
- 3) The following three categories of applicants can apply to the Board for registration under Section 15(2)(c):
  - a) Applicants who have won commendations / awards / honours from recognised professional bodies in their own countries whose architectural degrees/ qualifications are recognised by the Board.
  - b) Applicants who have won commendations / awards / honours at international level.
  - c) Applicants who have personally executed architectural work of high design merit.
- 4) An applicant applying for registration under Section 15(2)(c) of the Architects Act must complete the Application Form 1. In addition, he is required to submit other information as set out in Appendix I.

- 5) The applicants is required to complete:
- a) a list of prizes, awards and special recognition and accompanied by documentary proof.
  - b) a list of completed buildings designed by him or under his direction which in his opinion are of good architectural standard. Detail information on these projects and the applicants's contribution are to be given in the format set out in Appendix I.
- 6) Apart from completing the list of projects in Appendix 1, an applicant is required to submit a portfolio (5 sets) consisting of the following:
- i) photographs of the completed buildings listed, showing the exterior and interior view of the buildings (no renderings/perspectives will be accepted).
  - ii) site plans showing the surrounding buildings, landscape etc.
  - iii) typical floor plans, elevations and sections of the buildings listed, in order to adequately illustrate their architectural design quality.
  - iv) a write-up on the applicant's architectural design approach for the listed projects. These information are to be typewritten on not more than one A4 size page.
- 7) The portfolio must be complied and properly presented in A3 or A4 size. One set of the portfolio will be retained by the Board.
- 8) Authentication

Appendix I is to be certified by two persons:

- a) an architect in Singapore of good standing in the profession
- b) either by a professional institution or an architect of good standing in the profession.

In addition, the applicant is also required to submit one letter from each of the two persons mentioned above. In both cases, the writers of these letters should have good knowledge of the projects undertaken by the applicant during the past five years, with particular reference to his design contribution to such projects. They are to be sent to the Board under confidential cover together with the submission. These letters should include comments on the applicant's personal and professional standing and authenticate the applicant's personal involvement in the design and execution of the projects.