

Checklist for REPEAT Applicant

Name of Applicant: _____
(As per NRIC/Passport)

No	Description	Fee	Submitted ✓
1	Form for “Application for admission to the Professional Practice Examination 2020 under Section 15(2)(a) of the Architects Act” <i>(With latest photograph)</i>	\$600/-	
2	Form for “Application for Registration” <i>(With latest photograph)</i>	\$350/-	
3	One (1) copy of: i. Degree certificates (Both parts of your degrees and diploma, if applicable) ii. Transcripts (Full 5 years)		
4	Log book and Case Study <i>For candidates who have not collected their log book/case study back from BOA, please state the year of your last attempt:</i> _____ (YEAR)		
5	Two (2) character reference letters from character referee <i>This is not required if you have already submitted the letters in your last application and provided that there are no changes in the character referees stated in the form for “Application for Registration”.</i>		
6	Application Fee <i>Cheque payment only. We do not accept cash or online payment. Cheque to be made payable to “Board of Architects”</i>	\$950/-*	

Note:

- Please attach this checklist to your application.
- Incomplete forms will not be accepted. Please ensure that all sections are filled up and your latest photograph are attached in the forms.
- If you have collected your case study and log book from BOA previously, or have failed your case study previously, you are required to book an appointment to drop off your application with the case study and log book at the designated drop off box at BOA.
- Candidates are required to update the Board via email within 2 weeks if there are any changes in their contact information.
- ****For those who have already paid the fee of \$350/- for the “Application for Registration” previously (and have not been refunded before), you are only required to pay ~~\$600/-~~ for your application.***