

Fair Registration Practices Report – Prepared for the Office of the Fairness Commissioner (OFC)

Reporting Period 2025

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Section 1 - Background

Under Section 20 of the [Fair Access to Regulated Professions and Compulsory Trades Act](#), 2006 (FARPACTA), which is substantially similar to section 22.7(1) of Schedule 2 of the [Regulated Health Professions Act](#), 1991 (RHPA),

“A regulated profession shall prepare a fair registration practices report annually or at such other times as the Fairness Commissioner may specify or at such times as may be specified in the regulations”.

Section 23 of FARPACTA and Section 22.9 of Schedule 2 of the RHPA then go on to indicate that the Fairness Commissioner shall specify the form in which these reports shall be prepared, along with the required filing dates. This section also stipulates that a regulator must make these reports public.

It is pursuant to these authorities that the Office of the Fairness Commissioner (OFC) has required that each regulator complete its annual Fair Registration Practices Report (FRP).

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Please note that this report covers the time-period from January 1 to December 31, 2025.

The FRP:

- Collects information about the organization, applicants to the profession, and current membership.
- Provides information to the public about how the organization has implemented fair registration practices during the reporting period.
- Helps the OFC to successfully undertake the education and compliance activities which include monitoring, applying a risk-informed compliance framework, assessing performance, and sharing best practices.
- Determines whether the regulator is complying with recently enacted legislative and regulatory provisions designed to reduce barriers for domestic labour mobility and internationally trained applicants; and
- Identifies trends across regulated professions and regulated health colleges.

Section 2 - Organizational Information

Organization name	Ontario Association of Architects
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Section 3 - Registration Requirements

Applicants to the regulated professions and compulsory trades must fulfil registration requirements to practise their profession or use a professional title. This section summarizes registration requirements for each profession or trade regulated by Ontario Association of Architects.

Licensing requirements (brief description for each requirement listed):

Profession/ Trade Name	Architect
Academic requirement	1. The person must hold a degree in architecture from a post-secondary institution or must have successfully completed the Royal Architectural Institute of Canada Syllabus. 2. The person must hold a Certificate of Certification issued by the Canadian Architectural Certification Board (CACB).
Experience requirement	1. The person must have completed a total of 3,720 hours of experience, under the personal supervision and direction of a person authorized to practise architecture in the jurisdiction in which the experience is obtained, that meets the requirements of the Internship in Architecture Program (IAP) published by the Association. At least 940 hours of the experience must have been completed within the three years before the date on which the person applies for the licence. 2. If fewer than 940 of the total hours of experience required were completed in Canada, the person must have successfully completed the Council-approved courses specified in the IAP. 3. The person must have completed an experience assessment provided by the Association.
Language requirement	None prescribed by the regulations under the <i>Architects Act</i> .
Additional information on licensing requirements (may include links to appropriate page on regulator website):	1. The person must have completed the Admission Course offered by the Association. 2. The person must have successfully completed one of the following: a. the Examination for Architects in Canada (ExAC) published by the Association; b. the Architect Registration Examination (ARE) of the National Council of Architectural Registration Boards (NCARB); or c. any combination of the components of the ExAC and of the ARE that, considered as a whole, is equivalent to one of those examinations, as approved by the Council.

Section 4 – Third-Party Assessments

Third-party organizations that assess qualifications on behalf of the regulator.

Organization name	Function
Regulatory Organizations of Architecture in Canada (ROAC)	Knowledge-based exam
National Council of Architectural Registration Boards (United States)	Knowledge-based exam
Canadian Architectural Certification Board	Competency-based assessment
Canadian Architectural Certification Board	Academic credential evaluation

Fair access legislation requires regulators to take reasonable measures to ensure that any third parties undertake assessment of qualifications in a way that is transparent, objective, impartial, and fair.

The Ontario Association of Architects takes the following measure(s) to ensure fair and timely assessments:

The OAA maintains formal, structured working relationships with its third-party service providers (TPSPs), recognizing that each operates under its own governing bylaws, policies, and procedural frameworks while remaining accountable for delegated functions. These relationships are further formalized through structured oversight mechanisms. We confirm that signed agreements are now in place with all TPSPs, and that each agreement incorporates the prescribed requirements under the Fair Access to Regulated Professions and Compulsory Trades Act, 2006 (FARPACKTA) applicable to TPSPs. These agreements establish clear roles, performance expectations, reporting obligations, and compliance requirements to ensure all delegated activities are carried out in accordance with fair and timely obligations.

Section 5 - Accomplishments, Risks, and Mitigations

Key accomplishments and risks pertaining to fair registration practices during the reporting period are summarized below.

A. Accomplishments

1.	Limited licence legislative amendments enacted on January 1, 2025.
2.	Limited licence internship program formally launched on January 23, 2025.
3.	Canada/United States mutual recognition agreement (MRA) modernized on November 13, 2025, with a streamlined process and elimination of unnecessary requirements.
4.	Canada/United Kingdom MRA enacted May 14, 2025.
5.	Canada/European Union mutual recognition agreement enacted on December 18, 2025.
6.	Implementation of Deemed Certified procedures as required under the Ontario Labour Mobility Act (OLMA) in 2025.
7.	Alternative Documentation Policy submission to Fairness Commissioner in December 2025.
8.	Parallel Processing Plan submission to Fairness Commissioner in December 2025.

B. Risks and Mitigations

Risk	Mitigation Measure
The most recent risk rating review by the Office of the Fairness Commissioner (OFC) highlighted concerns about the licensure pathway for internationally trained architects, particularly regarding experience requirements and the time it takes to become licensed.	The OAA has dedicated resources to the research and development of a new experienced practitioner assessment program.

Section 6 - Changes to Registration Practices

During the January 1 to December 31, 2025, reporting period, the Ontario Association of Architects has introduced the following changes impacting its registration processes. Changes, anticipated impacts, and risk mitigation are summarized below.

A. Registration Requirements and Practices

Registration process	Changes Made	Description
Timelines for registration, decisions, and/or responses	No	
Changes to internal review or appeal process	No	
Assessment of qualifications, including competency-based assessments and examinations	No	
Registration requirements either through regulation, by-law or policy	No	
Documentation requirements for registration	No	

B. Training, Policy and Applicant Supports

Registration process	Changes Made	Description
Anti-racism and inclusion-based policies and practices	Yes	The OAA remains committed to its environmental and social governance themes—Climate Action and Equity, Diversity, and Inclusion—that act as lenses through which the Association views its work in order to ensure it positively aligns with these principles. Current and ongoing action items include: annual training for statutory committees to review principles of procedural fairness, including the right of affected parties to be heard, the obligation to consider all relevant evidence, the duty to provide clear and intelligible reasons for decisions, and the requirement that decision-makers act without bias or predetermination (the sessions

		reinforce that fairness is a legal obligation and fundamental to maintaining public confidence in the regulatory process); • hosting free webinars on the topics like equitable communities, harassment provisions and obligations under OHSA, and inclusive design; • accessibility to Continuing Education (ConEd) and special events through virtual formats; • refresh of the Continuing Education Policy's Continuing Education Competency Framework and the formalization of equity and social justice issues as they relate to the profession and the built environment as a prioritized area of competence; • maintaining the OAA Website to meet <i>Accessibility for Ontarians with Disabilities Act</i> (AODA) standards and having live closed captioning for all webinars and virtual events; • maintaining the scholarship, Exceptional Leadership Through Design Excellence: Equity, Diversity & Inclusion (EDI) and Truth & Reconciliation, to be administered at the discretion of each of the Ontario Schools of Architecture; • maintaining an evergreen website with resources related to the architecture profession in the context of equity, diversity, and inclusion; and • maintaining an evergreen website with resources to offer new tools and perspectives on topics related to Indigenous architecture and Truth and Reconciliation. Architecture/resources More information can be found on the OAA dedicated website pages: Equity, Diversity & Inclusion Indigenous Architecture Climate Action Strategic Planning.pdf
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C. System Partners

Registration process	Changes Made	Description
Steps to increase accountability of third-party service provider(s)	Yes	Signed agreements with all identified TPSPs.
Mutual recognition agreements (MRAs)	Yes	See Accomplishments section.
Accreditation of educational programs	No	

D. Responsiveness to Changes in the Regulatory Environment

Registration process	Changes Made	Description
Steps to address labour shortages in the profession or trade	Yes	The OAA has connected with the Minister's office on the topic of labour shortages. Both parties remain open to discussions should the need arise. Current labour market data from the Government of Canada does not support a finding of an anticipated province-wide shortage of architects in Ontario. The federal Job Bank outlook for architects (NOC 21200), produced by Employment and Social Development Canada, classifies employment prospects in Ontario as "Moderate" for the 2025–2027 period. This outlook reflects expected job openings arising from retirements and incremental growth, but does not indicate demand materially exceeding supply or persistent vacancy pressures characteristic of shortage conditions. In addition, medium-term projections (2024–2033) from the Canadian Occupational Projection System do not identify architecture among occupations facing elevated risk of sustained labour shortages nationally. Independent provincial analysis, including research from the Higher Education Quality Council of Ontario, further suggests the supply of professionals is likely sufficient to meet projected demand. Taken together, these indicators support the conclusion that, while opportunities and replacement demand exist, there is no evidence in current federal or provincial data of an anticipated short- or medium-term labour shortage for architects in Ontario.
Other	Yes	The OAA has adapted its processes to integrate the deemed certification requirements under the Ontario Labour Mobility Act (OLMA) with existing national mobility frameworks. In practice, the Canadian Reciprocity Agreement already supports efficient interprovincial mobility for architects; accordingly, the OAA has aligned its approach to ensure that deemed certification operates seamlessly within these established pathways. The OAA has also adopted procedures to ensure it can meet the timeframes required under OLMA, supporting compliance while maintaining a clear and consistent registration process for reciprocal applicants.

Section 7 - Membership and Application Data

The Office of the Fairness Commissioner collects membership and application data from regulators through annual Fair Registration Practices Reports, which are also made available to the public. Information is collected for the purpose of discerning statistical changes and trends related to a regulator's membership, application volumes, licensure/certification results, and appeals year over year.

A. Race-based data collected

	Race-based Data Collected? (Yes or No)
Members	Yes
Applicants	No
Additional Description:	
As the OAA continues its focus on equity, inclusion, and diversity under the Association's five-year Strategic Plan, this data will continue to be an important piece of information in the further development of programs and policies.	

B. Other identity-based or demographic data collected

	Other identity-based or demographic data collected? (Yes or No)
Members	Yes
Applicants	Yes
Additional Description:	
Beyond the OAA Demographic surveys noted in question 2, licence applications request applicants to identify as "Woman," "Man," "Non-Binary," or "Prefer not to Answer."	

C. Languages of service provision

The Ontario Association of Architects makes application materials and information available to applicants in the following languages.

Language	Yes or No
English	Yes
French	No
Other (please specify)	



D. Membership Profile

Profession Name	Total Number of Members	
Architect	5354	
Class of Licence	Total Number of Members	Total Number of Internationally Educated Members
Licence - Architect	5278	1314
Limited Licence	76	0
Gender		Number of Members
Male		3454
Female		1894
X (includes trans, non-binary, and two-spirit people)		2
Other/not collected		4
Jurisdiction of Initial Training		Number of Members
Ontario		2525
Other provinces and territories		922
United States		648
Other International		1217
Other/not collected		42
Country of Initial Training (Academic Origin)		Number of Members
Albania		2
Algeria		3
Argentina		10
Armenia		3
Australia		4
Austria		1
Bahrain		1
Bangladesh		10

Belarus	2
Belgium	2
Bolivia	1
Bosnia and Herzegovina	6
Brazil	16
Bulgaria	14
Chile	3
China	63
Colombia	25
Croatia	1
Cuba	4
Cyprus	1
Czech Republic	5
Denmark	2
Ecuador	3
Egypt	79
El Salvador	2
Ethiopia	3
France	19
Germany	13
Ghana	1
Greece	1
Hong Kong	9
Hungary	1
India	123
Indonesia	1
Iran	229
Iraq	36
Ireland	9

Israel	9
Italy	10
Jamaica	1
Japan	3
Jordan	25
Kenya	3
South Korea	7
Lebanon	28
Macedonia	5
Malaysia	1
Mexico	12
Morocco	1
Nepal	1
Netherlands	7
New Zealand	3
Nicaragua	1
Nigeria	10
Pakistan	22
Palestinian State	1
Peru	2
Philippines	33
Poland	37
Portugal	5
Romania	29
Russia	16
Rwanda	1
United Kingdom	89
Serbia	3
Serbia and Montenegro	14

Slovakia	1
South Africa	13
Spain	8
Sri Lanka	6
Sudan	5
Sweden	2
Switzerland	2
Syria	25
Taiwan, Province of China	3
Tunisia	1
Turkiye	9
Ukraine	17
United Arab Emirates	13
Uruguay	1
Venezuela	10
Vietnam	3
Slovenia	11
United States of America	648
Canada	3489
Official Language Preference	Number of Members
English*	5354
Racial Identity (optional)	Number of Members
Not collected	5354

E. Data Notes (N/A)



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F. Applicant Profile

Profession Name	Total Number of Applicants (2025)	
Architect	467	
Gender	Number of Applicants	
Male	308	
Female	157	
X (includes trans, non-binary, and two-spirit people)	1	
Other/not collected	1	
Jurisdiction of Initial Training	Applications received in 2025	Applications with decisions pending
Ontario	208	
Other provinces and territories	72	
United States	65	
Other International	122	
Country of Initial Training		Number of Applicants
Australia		1
Bangladesh		2
Brazil		2
Denmark		1
Egypt		4
France		2
Ghana		1
Hong Kong		1
India		12
Iran		21
Iraq		3
Ireland		1
Italy		1



Jordan	3
South Korea	2
Lebanon	4
Mexico	3
Nigeria	1
Pakistan	3
Philippines	5
Rwanda	1
United Kingdom	26
Serbia	4
Spain	3
Sri Lanka	3
Syria	1
Tunisia	1
Turkiye	2
United Arab Emirates	3
Ukraine	4
Venezuela	1
United States of America	65
Canada	280
Official Language Preference	Number of Members
English*	467
Racial Identity (optional)	Number of Members
Not collected	467

G. Data Notes

*Preferred language data not collected.



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H. Applicant Decisions

The table below summarizes the outcome of registration decisions finalized in 2025. Some applications may have been received in the previous year.

Jurisdiction of initial training	Successful	Unsuccessful	Withdrawn
Ontario	204		2
Other provinces and territories	59		1
United States	40		2
Other International	113		

Applications with Decisions Pending

The table below summarizes the inventory of applications in progress as of December 31, 2025. Again, some applications may have been received in the previous year.

Jurisdiction of initial training	Incomplete	Complete	Total
Ontario	2	204	206
Other provinces and territories	12	59	71
United States	23	40	63
Other International	8	113	121

I. New Registrants

During the 2025 reporting year, Ontario Association of Architects registered a total of 406 new registrants. The breakdown of new registrants by class of registration is provided below.

Class of registration	Total new registrants by class	Number of internationally educated registrants
Full / General/ Independent Practice	330	105
Licence subject to terms, conditions, and limitations	76	



J. Data Notes

B.7 - Applications are typically withdrawn if the applicant was not successful in securing an architectural project in Ontario. For example, if a practice in Alberta or Michigan was competing for a project in Ontario, but was not chosen by the Owner, they forego proceeding with the application for licence.

K. Reviews and Appeals

Applicants for registration may appeal a registration decision. An internal review or appeal involves formal reconsideration of a registration decision further to an application and submissions by the applicant.

Jurisdiction of initial training	Number of internal reviews and appeals processed	Number of decisions changed following internal review or appeal
	0	0

An external review or appeal involves review of a registration decision by an external appeal tribunal or court, such as the Health Professions Review and Appeal Board or Divisional Court.

Jurisdiction of initial training	Number of applicants who sought external review or appeal	Number of decisions changed following external review or appeal
	0	0

Issues raised in reviews and appeals can point to challenges in the registration process. The table below summarizes top issues or reasons that applicants raised during these appeal proceedings.

Issue or reason raised	Number of appeals
	0

Internationally trained applicants face additional challenges in the registration process. The table below summarizes top reasons for not registering internationally trained individuals.

Reason for not registering	Number of internationally trained applicants
	0

L. Data Notes

Section 8 – New Legislative and Regulatory Requirements

In 2024, the government introduced legislative and regulatory amendments to FARPACTA that create four new legal obligations that come into effect on January 1st, 2026. These obligations relate to:

- Assessment of Qualifications
- Third Party Accountability
- Alternative Documentation Policies
- Parallel Processing Plans

The following are steps that Ontario Association of Architects has taken during the reporting period to meet these legal obligations.

A. Assessment of Qualifications

These provisions outline specific steps that a regulated profession must take to ensure that its assessment of applicant qualifications is done in a way that is transparent, objective, impartial and fair. They require regulators to:

- a. Provide clear and accurate information regarding the assessment of qualifications, including information about assessment criteria, methods, timelines and costs.
- b. Ensure that assessment approaches are competency-based, non-duplicative and unbiased.
- c. Make examinations and other types of assessments available at least three times per year where there is sufficient demand.
- d. Communicate assessment decisions in writing, within 10 business days after an assessment decision is made, with reasons for the decision and details of competency gaps in cases of negative decisions.
- e. Provide a process for applicants to request an appeal or review of an assessment decision.

The following are steps that Ontario Association of Architects has taken to date to meet this new legal obligation.

During the reporting period, the OAA reviewed its registration policies and processes to assess alignment with the new legal obligations under the *Fair Access to Regulated Professions and Compulsory Trades Act, 2006* (FARPACTA) that would come into effect on January 1, 2026.

a. Clear and Accurate Information Regarding Assessments

The OAA provides detailed information regarding registration pathways, assessment criteria, and licensing requirements through its public website and guidance materials. The OAA Website functions as the primary public source of information regarding registration requirements and assessment processes. The content is maintained as a dynamic resource and is reviewed and updated on an ongoing basis to ensure information relating to licensure procedures remains accurate, current, and accessible.

b. Competency-Based, Non-Duplicative, and Unbiased Assessment

The OAA's assessment of qualifications is competency-based and reflects nationally recognized standards of competency developed collaboratively by the Regulatory Organizations of Architecture in Canada (ROAC).

The registration framework is structured so each component of the pathway evaluates distinct competencies required for the practice of architecture, minimizing duplication in the assessment of qualifications. For example, the academic qualifications assess foundational knowledge obtained through formal education, the experience requirement evaluates the acquisition of practical professional competencies through supervised work experience, and the examination requirement assesses professional knowledge and judgment required for independent practice.

By structuring these requirements as complementary components of the licensing pathway, the OAA ensures individuals are assessed against the full range of competencies required for safe and effective practice while avoiding unnecessary repetition in the evaluation of qualifications.

c. Availability of Examinations and Assessments

Professional examinations required for registration as an architect are administered through national processes coordinated by architectural regulators. The Examination for Architects in Canada (ExAC) is offered once annually, while the Architect Registration Examination (ARE) is available online and on demand. Other assessments are scheduled as needed. These arrangements support consistent and timely opportunities for individuals to complete the assessments required for licensure.

In addition, a national project is underway to modernize the ExAC inclusive of online offerings.

The OAA continues to work with national partners to ensure assessment opportunities remain accessible and are offered with sufficient frequency to meet demand.

d. Written Communication of Assessment Decisions

All assessment decisions are communicated in writing within the FARPACTA-mandated timelines. Written notices include the outcome of the assessment and identify any outstanding requirements, competency gaps, or deficiencies that must be addressed for the individual to progress toward licensure.

e. Appeal or Review Processes

Individuals who wish to challenge or seek reconsideration of certain assessment/registration decisions may request a review through the established processes. For example, the OAA Website's [Examination](#) page contains specific information regarding rewriting or requests for review for both the ExAC and ARE. Further, should an applicant receive a notice of proposal to refuse a licence application, the notice is required to contain information regarding the applicant's right to an independent hearing with the OAA Registration Committee to challenge or appeal the proposal to refuse.

B. Third Party Accountability

These provisions specify the reasonable measures that a regulated profession must take to ensure that third party assessments of qualifications are undertaken in a way that is transparent, objective, impartial and fair. They require regulators to:

- a. Provide information to applicants on the role of the third party.
- b. Establish a process to address complaints by applicants about their experiences with third party assessment providers and inform applicants about the complaints process.
- c. Enter into an agreement with the third party that specifies:
 - The assessment criteria and methods that the third party is required to use in assessments and the minimum exam scores for a pass.
 - How frequently exams and other types of assessments are offered and, wherever feasible, indicating that applicants will have access to exams and other types of assessments at least three times in a calendar year.
 - The timelines for completing each step of the assessment process and the knowledge and expertise requirements for assessors.



The following are steps that Ontario Association of Architects has taken to date to meet this new legal obligation.

During the reporting period, the OAA undertook a comprehensive review of its third-party service providers involved in the assessment of qualifications to determine alignment with the new legal obligations under FARPACTA.

a. Information to Applicants on the Role of Third Parties

Based on the above review, the OAA continues to update its website and guidance materials to identify third-party service providers involved in the assessment of qualifications and to describe their respective roles within the registration process. This includes organizations responsible for academic credential assessment, professional examination, and related assessment processes. Links to the third-party service provider websites are provided for more fulsome information.

b. Complaints Process Respecting Third Parties

The OAA provides information for raising concerns regarding experience with a third-party provider which will involve review of the matter and, where appropriate, coordinate with the third party to address the issue. For example, the [Examination](#) webpage has drop-down menus for both the ExAC and ARE regarding concerns and complaints. The [Intern Architect](#) webpage provides information regarding CACB concerns.

c. Agreements with Third-Party Service Providers

During the reporting period, the OAA entered into agreements with all identified third-party service providers involved in the assessment of qualifications. These agreements align with FARPACTA requirements and supplement the existing governance frameworks, rules, and bylaws that already establish the roles and responsibilities of these organizations. The agreements include provisions respecting:

- defined assessment criteria and methods to be used by the third party;
- frequency and availability of assessment activities;
- timelines for completing assessment processes; and
- qualifications, knowledge, and expertise required of individuals conducting assessments.

These agreements formalize expectations and further ensure third-party assessments are conducted in a manner that is transparent, objective, impartial, and fair.

d. Current Third-Party Service Providers

The OAA works with the following third-party service providers in relation to the assessment of qualifications:

- Canadian Architectural Certification Board (CACB)
 - academic credential assessment
 - Broadly Experienced Foreign Architect (BEFA) Program;
- Regulatory Organizations of Architecture in Canada (ROAC)
 - ExAC professional examination; and
- National Council of Architectural Registration Boards (NCARB)
 - ARE professional examination.

Agreements have been finalized with each of the above organizations to reflect the requirements under FARPACTA. The OAA will continue to monitor these arrangements to ensure ongoing compliance with legislative and regulatory obligations.

C. Alternative Documentation

These provisions require that each regulator have an alternative documentation policy and submit it for review and approval by the Fairness Commissioner. The policy must provide for the regulator to accept reasonable alternatives to the documentation that is normally required if such documentation cannot be obtained for reasons beyond an applicant's control.

Please indicate whether your organization submitted a policy to the OFC by January 1, 2026.

YES ☒

D. Parallel Processing Plan:

These provisions require that each regulator develop a parallel processing plan and submit it for review and approval by the Fairness Commissioner. The plan must permit applicants who experience a delay in one part of the registration process to proceed with other parts of the registration process wherever possible.

Please indicate whether your organization submitted a plan to the OFC by January 1, 2026.

YES ☒



9. Registration Timelines

Profession

Architects

A: Domestic Labour Mobility Applicants (DMLA)

Section 9.1 (4) of FARPACTA prescribes that regulators must make a registration decision within 30 calendar days from the time that they receive a completed application and “everything required by the regulated profession in respect of the application.”

Prior to July 1, 2025, the corresponding time limit was 30 business days.

The Ontario Association of Architects requires the following documentation before beginning to count the 30-day registration time-period. This would be the starting point of the registration process for the purpose the data summarized below.

- Completed application form
- Other (please specify): To be considered a complete application, an applicant must fully fill out the form, provide proof of identity, disclose any relevant licensure or disciplinary history, complete the required declarations and consent forms, and include payment of all applicable fees. The OAA must also receive the Confirmation of Licence/Registration form from the reciprocal Canadian jurisdiction.

January 1, 2025 to June 30, 2025

For domestic labour mobility applications received between January 1, 2025, and June 30, 2025, registration timelines and outcomes are summarized below:

Registration Decisions	30 business days or less	More than 30 business days or decision pending
Full registration granted	34	0
Alternate registration granted	0	0
No registration granted	0	0

July 1, 2025, to December 31, 2025

For domestic labour mobility applications received between July 1, 2025, and November 30, 2025, and decisions made to December 31 (one month later), registration timelines and outcomes are summarized below.

Registration Decisions	30 calendar days or less	More than 30 calendar days or decision pending
Full registration granted	36	0
Alternate registration granted	0	0
No registration granted	0	0



B: Internationally Trained Individuals

Sections 5 and 6 of Ontario Regulation 261/22 made under FARPACTA set out two separate standards to measure how efficiently a regulated profession is processing applications that it receives from ITIs.

- **Three-month decision standard:** Under section 5, a regulator must make registration decisions for an ITI within three months following receipt of everything that it requires in respect of an application for registration, in at least 90% of all cases. Prior to July 1, 2025, the corresponding time limit was six months.
- **One-year reporting standard:** Under section 6, regulated professions must report on their ability to register ITIs, who are eligible for registration without condition, from the earlier of the date that:

- a. the regulated profession receives everything it requires in respect of the individual's application for the registration, or:
- b. any third-party that assesses the individual's qualification on behalf of the regulated profession, receives everything it requires for this purpose.

Section 6 of the regulation further stipulates that the regulator's annual Fair Registration Practices Report must include data on a regulator's compliance with the decision time standard, as well as its ability to meet the one-year reporting standard. In addition, where the regulator has been unable to meet this one-year reporting standard, the regulator must report on the steps that it is taking to meet this standard.

i) Decision Standard

The Ontario Association of Architects requires the following documentation before beginning to count the decision time standard for internationally trained individuals:

- Completed application form
- Other (please specify): To be considered a complete application, an applicant must fully fill out the form, provide proof of identity, confirm academic qualifications, required professional experience and examination, disclose any relevant licensure or disciplinary history, complete the required declarations and consent forms, and include payment of all applicable fees. Once the OAA receives everything it requires in respect of the individual's application for the registration, it begins to count the registration time period.

July 1, 2024 - June 30, 2025

For applications from internationally trained individuals received between July 1, 2024 and June 30, 2025 and decisions made to December 31 (six months later), registration timelines and outcomes are summarized below.

Registration decisions	Six months or less	More than six months or decision pending
Full registration granted	102	0
Alternative registration granted	0	0
No registration granted	0	0

Average time in weeks to communicate a registration decision following receipt of everything required by the regulator in respect of an application for registration.

Two to four weeks

July 1, 2025, Onwards

The new **three-month registration decision time standard**, which came into force on July 1, 2025, requires that each regulated profession communicate its registration decisions to ITIs within three months of receiving complete applications, in at least 90% of all cases.

Ontario Association of Architects has taken or is taking the following steps to comply with communicating registration decisions to ITIs within three months of receiving complete applications.

YES ☒

One-year Reporting Standard

A regulator's ability to meet the one-year reporting standard is particularly important since this statistic incorporates the time required to complete third-party (TP) assessments. Often, the TP assessment stage consumes the largest portion of an ITI's licensure journey. This section of the report addresses the role of a TP in the regulator's registration process, data sharing mechanisms, and data on actual times in relation to the one-year reporting standard.

Third party assessment is the first point of contact for applicants in the registration process:

YES ☒

If YES:

Name and assessment function of the third party is below:

Canadian Architectural Certification Board (CACB), working on behalf of the [Regulatory Organizations of Architecture in Canada \(ROAC\)](#), assesses the academic qualifications of individuals with professional degrees or diplomas in architecture to determine whether they meet the [Canadian Education Standard \(CES\)](#). Once academic certification is granted, individuals typically must complete the remaining licensing requirements (e.g. practical experience, examinations, and required courses) before being considered eligible for registration without condition.

CACB, on behalf of ROAC, also administers the Broadly Experienced Foreign Architect (BEFA) Program for the purpose of assessing the competencies of international architects relative to the Canadian Standard of Competency for Architects. Completion of the BEFA program results in BEFA certification, which allows individuals to apply for licence with the OAA and be considered eligible for registration without condition.

Data Sharing

The Ontario Association of Architects has negotiated a mechanism for this third party to record and communicate the date on which the third party received everything that it requires for the purpose of assessing the ITIs qualifications (starting point for the one-year clock).

YES ☐ NO ☒

For ITI applications that Ontario Association of Architects received between January 1, 2024, and December 31, 2024, and registration decisions issued up until December 31, 2025, registration timelines and outcomes are summarized below. (Please note: The end date of December 31, 2024, is to allow for a one-year time period to communicate registration decisions.)

Registration decisions	Decision Made in One Year or Less	Decision Made in More than One Year or Decision Pending
Full registration granted	14	87
Alternative registration granted	0	0
No registration granted	0	0

Ontario Association of Architects has taken/is taking the following steps to **meet the one-year reporting standard**.

The standard one-year reporting period is generally not achievable for individuals who have been granted academic certification by the CACB but still need to complete the remaining licensing requirements, such as practical experience, examination, or additional courses. Completion of these requirements can extend the timeline for registration, meaning that these individuals may not be eligible for licence within the one-year reporting period.

However, the OAA has dedicated resources to developing opportunities to accelerate an individual's path to registration without condition. For example, beginning July 1, 2026, arising from the parallel processing plan, the OAA will grant "Provisional Intern Architect" status to individuals awaiting CACB certification, allowing them to record experience hours during this period. This ensures no delay is caused by the certification process, and that eligible experience is properly taken into account.

Additionally, the OAA is developing an Experience Practitioner Assessment (EPA) Program, which will provide a pathway for individuals whose prior experience or qualifications are substantially equivalent to the requirements for licence, enabling them to have this equivalence formally assessed for the purposes of registration.

Glossary of Terms

Applicant: An individual who has applied for membership in a regulated profession or compulsory trade, with the associated rights to practise their profession/trade or use a professional title.

Domestic labour mobility: Applications subject to the Canadian Free Trade Agreement, which stipulates that a certificate issued by one province or territory should be recognized by all others, unless there is an exception due to public health, safety, and security reasons.

Internationally educated / trained: An individual whose initial professional education was not from a Canadian educational institution, or who is applying for trade certification based on experience gained outside Canada. This category includes individuals with education/training in the United States and other countries. It also includes individuals who completed their initial professional education outside Canada and later addressed gaps with courses or a bridging program based in Canada.

Jurisdiction of initial training: For professions, the jurisdiction in which an applicant obtained their initial professional education used in full or partial fulfilment of registration requirements. For trades, the jurisdiction of initial trade experience listed on a Trades Equivalency Assessment (TEA) application.

Member: An individual who has satisfied the conditions for registration in their profession/trade and has been granted the right to practise and/or the right to use a professional designation or title. Members may hold a full licence to engage in independent practice, or they may hold an alternate class of registration.

Racial identity: Voluntary self-report data of racial identity as a social description. Follows categories identified in the [Ontario Anti-Racism Directorate Data](#).

Registration requirements: The entry-to-practice requirements an applicant must meet to be granted full membership in a regulated profession or trade, with the associated right to practice or right to use a professional title.

- **Academic requirement:** The formal education, or equivalent, that is required for licensing or certification in a particular regulated profession or trade.
- **Experience requirement:** The experiential training or work experience that is required for licensing or certification in a particular regulated profession or trade.
- **Language requirement:** The level of language proficiency that is required for licensing or certification in a particular regulated profession or trade, and the language proficiency tests accepted in fulfilment of this requirement.

Third party service provider: An external organization that assesses applicant qualifications on behalf of the regulator.

