



# Ontario Association of Architects

## **New OAA Licence Requirements: What You Need to Know**

Recently introduced amendments to Ontario's fair registration practices legislation have mandated many professional regulators across the province to make changes to their requirements for licence. The OAA has introduced several changes to comply with the new laws. The [OAA Website](#) has more information on these revisions, and this year's transition period comes to close at the end of December.

A follow-up to the February 2024 [Regulatory Bulletin](#), this email summarizes the changes for Intern Architects and OAA members, including those currently serving as Supervising Architects in the [Internship in Architecture Program](#) (IAP).cccccc

### **What are the major changes to licensure?**

The currency of experience requirement is no longer geographically restricted to Ontario. While all Intern Architects must still complete at least 940 hours of architectural experience within the three years directly preceding the date of application for licence, this means the experience can occur anywhere as long as it meets IAP experience eligibility.

The OAA established an alternative to Canadian experience for those with fewer than 940 hours of experience on projects within Canada. These Intern Architects will be required to complete the [Practice of Architecture in Canada](#) online course—at a discounted rate—before application for licence.

To demonstrate knowledge of Ontario practice, all Intern Architects must complete an online [competency self-assessment](#) prior to application for licence. (Those who attend an [Experience Requirements Committee](#) [ERC] assessment will not be subject to this requirement unless so directed by the Committee.)

### **What remains the same in the IAP?**

The changes outlined above and on the OAA Website only apply to IAP participants in Ontario—there is no change to the national Internship in Architecture Program itself. (Refer to the Ontario Appendix B for more information.) Further, there is neither a reduction in the total

number of required experience hours nor revisions to the current 17 experience categories. The examination and OAA Admission Course requirements also remain the same.

The procedures remain unchanged for individuals who wish to record and submit post-graduate international architectural experience gained outside of Canada while not enrolled as an Intern Architect in the IAP. In other words, if any international experience gained while not in the IAP forms part of the experience submission at the time of applying for licence, the applicant will be required to attend an assessment interview with the ERC.

These changes do not affect reciprocity or mutual recognition agreements currently in place and administered by the OAA.

### **How does the self-assessment work?**

As of **January 1, 2025**, the OAA requires Intern Architects who have gained all their Canadian Experience Record Book (CERB) experience while enrolled in the IAP to complete a self-assessment to demonstrate competency in specific areas of practice. The [Guidebook for the Ontario Practice Competency Self-Assessment](#) is on the OAA Website, and the forms themselves are accessible in the Ontario Practice Assessment tab by logging into the [member portal](#). (You can also access the 10 forms as fillable PDFs on the [OAA Website](#).)

For each of the 10 key Ontario Practice Competencies, an Intern Architect must select one example that best highlights the appropriate practical experience activity. Competencies are defined as observable and measurable skills, knowledge, or abilities required for licence that are demonstrated through the experience activity.

Each of the targeted competencies has a minimum required competency level aligned with the comprehension levels established in the [Canadian Standard of Competency for Architects](#). The Intern Architect's Supervising Architect reviews and validates the self-assessment submission. Self-assessment competencies may be submitted to the OAA only after the Supervising Architect has successfully validated them.

The [OAA Website](#) shares answers to Frequently Asked Questions about the self-assessment process.

### **When do these changes happen?**

As shown at the end of this email, all Intern Architects who enrolled after **February 2, 2024** must complete the new licensing requirements. For IAP participants enrolled prior to this date, the current transition period ends on **December 31, 2024**. If all licence requirements are successfully completed by the end of this year (inclusive of pending 2024 results for the ExAC or ARE), the new process does not apply. Note: the Intern Architect must apply for licence within their three-year currency experience window.

### **What should Supervising Architects know?**

Supervising Architects validating Ontario Practice Competencies must review the Intern Architect's experience/activity example to ensure the information provided is sufficient in breadth, depth, and quality to determine demonstrable competency.

An email notification, with a direct link, will be sent to the Supervising Architect for each self-assessment submission by an Intern Architect under their supervision. To validate the experience information, Supervising Architects will confirm whether they agree with the self-assessment provided by the Intern Architect.

The [Guidebook for the Ontario Practice Competency Self-Assessment](#) has a section dedicated to the step-by-step process for submissions.

## Where can I find the answers to other questions?

There is additional information on the licensing changes and the competency self-assessment on the [OAA Website](#), including a special focus on the [Ontario Practice Competencies](#) with a [new FAQ section](#) as well as quick-reference checklists for both Intern Architects and Supervising Architects. Further questions regarding the new requirements may be directed to [iap@oaa.on.ca](mailto:iap@oaa.on.ca).

## Important Dates

**February 2, 2024:** *New Ontario licensing requirements enacted within the regulations.*

- Intern Architects enrolled in the IAP on/after February 2, 2024 must complete the new Ontario licensing requirements.

**February 2–December 31, 2024:** *Transition period for Intern Architects enrolled in the IAP prior to February 2, 2024.*

- If all licensing requirements (i.e. experience requirements including currency of experience, examination requirements and the OAA Admission Course) are successfully completed by December 31, 2024, then the new Ontario requirements will not apply (inclusive of pending 2024 ExAC and 2024 ARE results).
- Application for licence must be made within three-year currency of experience window – otherwise, the new Ontario licensing requirements apply.
- If any licence requirements remain outstanding by December 31, 2024, Intern Architects will be transitioned to the new Ontario licensing requirements.
- Intern Architects have the option to transition to the new licensing requirements at any point during the transition period.

You can also read *Regulatory Bulletins* that were issued on [February 23](#) and [October 8](#), 2024.

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