

## Steps and Time Frame in the Registration Process for Architect Registration by Reciprocity

| When  | What  | Time Frame   | Cost  |
|---|---|--|---|
| When individual is interested in obtaining registration in Nevada | Contact NSBAIDRD for an application. Contact NCARB and ask for Council Record to be sent to Nevada. Complete the application and submit all required paperwork. | Varies by candidate. Staff review of complete file (including NCARB Council Record) takes approximately one week | \$300 application processing fee                                    |
| After application is determined to be complete                    | Board staff contacts applicant and sends a "registration quiz." Applicant completes this open book quiz on statute (NRS 623).                                   | Once quiz is received in board office, applicant will receive results within 10 business days                    |   |
| Application is complete and quiz is passed.                       | Board Executive Director issues registration number. Registration will be ratified by board at next scheduled board meeting.                                    | Once application is completed, Executive Director will register an applicant within 10 business days.            | \$125 certificate fee<br>\$150 annual registration<br>(\$275 total) |
| Prior to December 31 of each year                                 | Renew registration  | Every calendar year  | \$150 annual registration   |