

**AR
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Architect's
Register
Admission
Examination

ARAE PROSPECTUS 2012

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1.0 What is the ARAE?

The Architects Register Admission Examination provides a route to the Register of Architects for people in architectural practice who have not attained the required academic and professional qualifications.

In three stages of assessments, over one calendar year, ARAE offers you an opportunity to demonstrate your competence and experience.

The ARAE Examination is intended for experienced individuals working in professional environments. A series of assessments is designed to be relevant to people who have gained knowledge and skill through experience and self-advancement, rather than formal and professional education.

The examination structure has been tailored to identify and test your ability to process and apply knowledge and to demonstrate your skill and ability.

Successful completion of the ARAE Examination allows you to apply to the RIAI for admission to the Register of Architects. You should note that admission to the Register through this route requires the applicant to be at least 35 years of age, in accordance with Section 14 (2) (f) of the Building Control Act 2007.

2.0 Registration of Architects

2.1 The Register of Architects

From 1 May 2008, the Building Control Act 2007 introduced Registration of Title for architects in Ireland.

The term 'architect' is protected and cannot be used alone or in combination with any other words or letters or name, title or description implying that the person is registered. A person found guilty of misuse of title is liable to a fine or imprisonment or both. The Registration body for Ireland is the Royal Institute of the Architects of Ireland (RIAI).

The Act provides for admission to the Register through a number of routes, under the provisions of Section 14 (2) (f) of the Building Control Act 2007:

"Each of the following is eligible for registration in the register:"

(f) a person who—

(i) has at least 7 years' practical experience of performing duties commensurate with those of an architect in the State,

(ii) is at least 35 years of age, and

(iii) has passed a prescribed register admission examination"

The full text of the Building Control Act 2007 is available at <http://www.irishstatutebook.ie/2007/en/act/pub/0021/index.html>

2.2 European Standards

The 'Qualifications Directive' came into force in October 2007 and replaces the Architects Directive 85/384/EC.

Article 46 - 'Training of Architects' sets out the requirements for the knowledge and skills of an architect. This forms the basis for the framework of competences, which must be demonstrated in the ARAE Examination. The Competent Authority for Ireland under this Directive is the Royal Institute of the Architects of Ireland (RIAI).

The full text of the Mutual Recognition of Professional Qualifications Directive (2005/36/EU) is available at http://ec.europa.eu/internal_market/qualifications/future_en.htm

3.0 ARAE Stages of Assessments

3.1 Standards of Assessments

The ARAE Architect Register Admission Examination provides a comprehensive and systematic testing of your abilities across the full range of required competences. The required competences are established by the EU 'Qualifications Directive' (2005/36/EU) Article 46 'Training of Architects', which forms the basis of the 'RIAI Standard of Knowledge, Skill and Competences for Professional Practice as an Architect.'

3.2 Summary of Assessments

The ARAE Examination programme is in three stages:

- **Stage 1–Verification of Experience –Eligibility**
This stage requires you to quantify and substantiate your professional experience under a series of designated headings and verification procedures, in order to be eligible for the ARAE Examination at Stages 2 & 3.
- **Stage 2–Assessment of Competence –Design**
This stage comprises four examinations and a Design Project assessment (May/June 2012).
- **Stage 3–Assessment of Competence –Practice**
This stage comprises four examinations and a Practical Experience oral examination (December 2012/January 2013).

3.3 Stage 1– Verification of Experience – Eligibility

Stage 1 is a documentary submission in a standard format, which you will submit on or before Monday 16 January 2012. You are required to quantify and substantiate professional experience '*of at least 7 years performing duties commensurate with those of an architect in the State*'. This is in accordance with the requirements of the Building Control Act 2007 and the RIAI 'Rules for Prescription of the Register Admission Examination'. You may subsequently be requested, by ARAE, to submit additional information or verifications, if your documentary submission does not adequately demonstrate your eligibility.

3.4 Stage 2– Assessment of Competence –Design

3.4.1 Stage 2 Summary

Stage 2 assessments will be in five parts: four written examinations and a Design Project assessment. You are required to demonstrate knowledge, skill and ability in design and related fields.

STAGE 2 ASSESSMENTS		
Examinations	1	Critical Analysis
	2	Environment & Performance
	3	Technology & Structure
	4	History & Culture
Design Project	5	Studio-based design project and oral presentation.

3.4.2 Stage 2– Assessments

Four examinations provide you with an opportunity to demonstrate awareness, knowledge, understanding and ability in the subject areas listed above.

Each examination will consist of four hours of written papers, usually organised as 2 x two hour sessions. During this time you will be given information (a document, a slide presentation, a text, a set of drawings etc.), there will be time to digest and absorb the material, before you are asked to respond in a variety of ways (long or short answers to questions, to select answers to multiple choice questions, to make sketches). The material provided will be selected with reference to the relevant specific competences and your responses will require the practical application of knowledge and ability.

3.4.3 Stage 2– Design Project

The design project will allow you to demonstrate your ability to respond to a design brief and to identify, develop and communicate the key elements of a design project. The task will be structured over 5 consecutive days working in studio.

To facilitate preparation, the building type and a list of precedents for study will be communicated to the candidates in advance of the exam.

At the start of the exam you will be given a design brief and programme of accommodation for a small to medium scale building, of appropriate organisational, functional and contextual complexity. Site information and planning requirements (development plan, site density, restrictions etc.) will form part of the information package.

The daily outputs and final submission requirements are defined. Emphasis is placed on the design process.

In tandem with review of all submitted materials (final and interim design work), you will be assessed on the basis of an oral presentation of all of your work to a panel of Assessors.

3.4.4 Stage 2– Design Project Programme

	Day 1 Studio	Day 2 Studio	Day 3 Studio	Day 4 Studio	Day 5 Studio & Oral Examination
Site analysis and response	+				
Design development		+			
Complete drawings			+		
Explore materials, Structure and Environmental strategy				+	
Report				+	
Oral Presentation					+

3.5 Stage 3 Assessment of Competence –Practice

3.5.1 Stage 3– Summary

Stage 3 assessments will be in five parts: four written examinations and a Practical Experience Oral Examination. You will be required to demonstrate knowledge, skill and ability in practice and related fields in accordance with the ARAE Mapping of Assessments (Refer Appendix B).

STAGE 3 ASSESSMENTS		
Written Examinations	1	Architectural Practice
	2	Construction Legislation
	3	Procurement & Contracts
	4	Case Study (fictional building project)
Oral Examination	5	Practical Experience

3.5.2 Stage 3– Assessments

Four examinations will provide you with an opportunity to demonstrate awareness, knowledge, understanding and ability in the subject areas listed above.

Each examination will consist of 2 x two hour sessions during which you will be given information (a document, a slide presentation, a text, a set of drawings etc.), there will be time to digest and absorb the material, before you will be asked to respond in a variety of ways (e.g. a long or short answers to questions, to select answers to multiple choice questions (MCQ), to make sketches). The material provided will be selected with reference to the relevant specific competences and your responses will require the practical application of knowledge and ability.

The UCD Architecture Professional Practice Lecture series, is generally held on one day per week from September to December. Attendance at the lecture series is available at a reduced rate to certain applicants preparing for RIAI membership, including ARAE Applicants. (In 2011 the fee was €1,350). In order to attend, you will be required to make an application to UCD in May/ June 2012.

3.5.3 Stage 3– Case Study

You will be provided with information describing a fictional Case Study project approximately two months before the written exams. This will include information for a building project from inception to post-completion, including the brief, site information, contractual agreements, a description of the progress of the works and other relevant documents.

The examination will require you to frame responses with reference to this project. You may be asked to prepare a letter, draft a report, to consider solutions to problems or to advise your client. The questions are related to the typical range of practical experiences and duties of a professional architect.

3.5.4 Stage 3– Practical Experience

The Practical Experience assessment (Oral Examination) will refer to the full range of experience of the candidate. The examination will comprise of two 20–30 minute Oral Examinations, which will be programmed to occur consecutively, on the same day.

3.6 Resources

A range of resources is available to you during your preparation for the ARAE assessments.

3.6.1 ARAE Information & Advice Meetings

Information and advice sessions will be held in advance of each Stage of the assessment process.

3.6.2 Reading Lists

Reading lists in the subject areas will be distributed to the candidates at appropriate intervals.

3.6.3 ARAE website / ARAE e-Bulletins

ARAE website includes all current information in relation to the examination. In addition, you will receive a monthly ARAE e-Bulletin. This will include specific updates and guidance on the assessment process and answers to specific queries that arise from candidate emails.

3.6.4 ArchInfo (UCD Richview Architecture) Library

You will be provided with one-year membership of Arch-Info at UCD Richview Library. This will allow you to use the Library facilities to browse, borrow books and avail of the services and support of the library staff.

3.6.5 Library Orientation

You will be offered a group library orientation session after Stage 1. This will be delivered to ARAE candidates independently by the Richview Library staff. The session will include an introduction to the Library facilities and services available.

3.6.6 Exam Skills and Preparation Workshop

After Stage 1, you will be offered a group preparation workshop. This will be delivered independently and will include techniques for preparing and presenting written work and developing examination skills.

3.6.7 Studio Preparation Workshop

Before Stage 2, you will be offered a group workshop in presentation of project work. This will be delivered independently and will include techniques for preparing and presenting design work and developing your range of skills.

3.6.8 Interview Skills Training

In preparation for the exam, you will be offered one session of Interview Training. This will be delivered independently in individual sessions by a professional trainer. The training will assist candidates to prepare for oral exams and presentation of their work.

3.6.9 Meeting Room

A room will be made available to you at intervals, on request, for group meetings and informal review sessions.

3.6.10 ARAE Programme

The ARAE Examination has been programmed to allow you time to prepare for each stage.

The UCD Architecture Professional Practice Lecture series, as preparation for Stage 3, is generally held on one day per week from September to December. Refer Pg 9.

The programme of the ARAE examination will enable you to attend lectures before the Stage 3 examinations in December 2012.

3.6.11 Disability Support Services

Candidates with disabilities, long-term medical conditions or specific learning disabilities (e.g. dyslexia) will be provided with appropriate examination supports by ARAE.

4.0 ARAE Route to Registration

4.1 Applications

Application Forms will be available on the ARAE website from Monday 5 September 2011. Applications will be accepted by post or by hand until 3pm on Monday 28 November 2011. If places have not been filled by this date late applications will be accepted.

On receipt of applications, a maximum of 40 places will be offered on a first come, first served basis. Successful applicants will be required to make a documentary submission for Stage 1 by 3pm on Monday 16 January 2012.

If you are not offered a place your application and fee will be returned.

Incomplete applications or late applications will not be accepted.

4.2 Information Meeting

In preparation for the Stage 1 Submission, an Information Meeting will be held on Saturday 26 November 2011 at the School of Architecture, Landscape & Civil Engineering, UCD Richview, Clonskeagh, Dublin 14. A short presentation will be given at 12.00pm and staff will be available to answer questions until 2.30pm.

All are welcome to attend.

If you are unable to attend the Information Meeting, a list of Frequently Asked Questions (FAQs) is available from the ARAE website. Enquiries can be made in writing to info@arae.ie

4.3 Eligibility

Stage 1 applicants are required to quantify and substantiate professional experience '*at least 7 years experience of performing duties commensurate with those of an architect in the state*'. This is in accordance with the requirements of the Building Control Act 2007 and the RIAI Rules for Prescription of the Register Admission Examination.

Applicants who demonstrate their eligibility at Stage 1, will be accepted as examination candidates for Stages 2 and 3, in that year, subject to payment of the Examination Fee.

There are no other eligibility criteria in relation to educational or professional qualification, prior experience, age, nationality or residency.

ARAE policy is that applicants are not granted exemption from any stages or individual assessments of the examination under Recognition of Prior Certified Learning (RPCL) or Recognition of Prior Experiential Learning (RPEL).

4.4 Fees

4.4.1 Application Fee

A non-refundable fee of €725.00 is payable at the time of application. This fee covers processing your application and verifying your eligibility at Stage 1.

4.4.2 Examination Fee

If you successfully demonstrate your eligibility for Stages 2 and 3, the Exam Fee of €7,775.00 total (based on nine subjects at €725.00 per subject + €1,250 for the Design Project) will be payable in February 2012.

This fee covers assessments at Stages 2 and 3 as well as Information and Advice Sessions, monthly ARAE e-bulletins, one-year 'Archinfo' membership at UCD Richview Architecture Library, Library Orientation and an Exam Skills and Preparation Workshop, and Interview Training.

4.4.3 Summary

- Stage 1 Fee is **€725.00**
- Stage 2&3 Fee is **€7,775.00**
(Fees for Stage 2 and 3 may be paid incrementally as follows:
€4,015.00 down-payment and 8 x monthly payments of €470.00 to be paid by Direct Debit)
- Repeat Fees where applicable are as follows: **€350.00** per Written Subject and **€500.00** for Design Project.

4.5 Progression

Candidates who withdraw from an assessment (in Stages 2 or 3) of the examination will be permitted to continue with the remaining assessments of the examination in that year.

Candidates who defer or withdraw due to extenuating circumstances should refer to the ARAE Policy on Extenuating Circumstances.

Candidates who do not successfully complete all stages of the examination in one calendar year will be exempted from repeating previously completed assessments or stages within the following two years (or on the next occasion that the examination is offered), subject to payment of the required repeat fees.

Candidates who fail to complete the examination within a three-year time period may re-apply to the ARAE Examination, but will not be exempted from any previously completed assessments.

Candidates can repeat any assessment, subject to payment of a repeat examination fee on the next occasion that the examination is offered.

The examination will be offered on an annual basis, subject to a minimum number of eligible examination candidates, in any given year, for any given stage or assessment. ARAE Ltd. reserves the right not to offer assessments in any year where there are insufficient eligible examination candidates.

4.6 Completion

ARAE will issue results to candidates in writing after each stage. Candidates who successfully complete the ARAE Examination will receive (1) written confirmation of Examination results and (2) an ARAE recommendation in relation to the verification of experience at Stage 1.

Candidates who successfully complete the ARAE Examination may apply to the RIAI for admission to the Register of Architects. Candidates should note that admission to the Register through this route requires the applicant to be at least 35 years of age, in accordance with Section 14 (2) (f) of the Building Control Act 2007.

The RIAI, as Competent Authority, may accept an ARAE recommendation in support an application for a derogation from the conditions for the training of architects under Article 47(2) of Directive 2005/ 36/ EC on the Recognition of Professional Qualifications in the case of candidates seeking automatic recognition in other member States in accordance with the Directive.

No award will be issued by ARAE Ltd. (the Examining body) or by University College Dublin (UCD).

4.7 Confidentiality

Information concerning applicants to the examination, candidates who are in the process of completing the examination and candidates who have completed the examination will not be issued to third parties. ARAE will only confirm results to a third party on written request from an individual candidate.

ARAE will compile general anonymous statistical information on candidate profiles (e.g. age range, general educational and professional experience, progression/ completion rates etc). This information will primarily be used to assist ARAE in developing the examination. It will also be reported periodically to the RIAI to facilitate the monitoring and operation of RIAI admissions and services.

ARAE will retain selected samples of work and examination records from each assessment in each year. These documents will be made available to Prescription and/or Validation Boards in order to demonstrate the modes of assessment and to establish that the examination meets the required standard. The work and examination records will be numbered and will not be identifiable to individual candidates.

ARAE will also seek anonymous evaluations and feedback from candidates for each assessment. These confidential evaluations will be collated annually and retained for audit and review purposes.

ARAE policy is to respond to all enquiries in writing.

ARAE Ltd. is not subject to the provisions of the Freedom of Information Act 1997.

5.0 ARAE Structure

5.1 Accreditation/ Prescription of the ARAE Examination.

The Register Admission Examination is accredited by the Royal Institute of Architects of Ireland.

Royal Institute of the Architects of Ireland (RIAI) <http://www.riai.ie/>

The RIAI admission procedure for Register Exam Candidates is available at RIAI Admissions– Route F– Register Admission Examination <http://www.riai.ie/index.html?id=7368>

5.2 ARAE Ltd.

ARAE Ltd. (Company Registration No. 474689) is a University College Dublin (UCD) campus company with the specific purpose of establishing the Architects Register Admission Examination and to support and endow educational and research activities with UCD's architecture programme. ARAE Ltd. was incorporated as a company limited by guarantee on 31 August 2009. The Directors of ARAE Ltd. are current and recent academic staff of UCD Architecture.

ARAE Ltd. operates the Architects Register Admission Examination independently of UCD and of the Registration body, The Royal Institute of the Architects of Ireland (RIAI).

ARAE Ltd. Architects Register Admission Examination

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