



# KANSAS STATE BOARD OF TECHNICAL PROFESSIONS

900 SW Jackson Street, Suite 507, Topeka, KS 66612

(785) 296-3053 | www.ksbtp.ks.gov

## APPLICATION FOR LANDSCAPE ARCHITECT BY EXAM

**INSTRUCTIONS:** Applicants should read all statutes, rules and regulations for specific details regarding licensure requirements. All statutes, rules & regulations are available on our website.

- **CLARB Council Record:** Applicants for the Landscape Architecture Registration Examination (LARE) for a Kansas license must first establish a CLARB council record, register with CLARB for the exam and pass all LARE sections. Once all sections of the LARE have been passed, request the CLARB Council record be sent to KSBTP. The CLARB file contains the official documentation of work experience, formal education, references, and exam history.
- **Education:** Accredited degree is required: All Landscape Architect applications for original licensure must have a baccalaureate or master's degree accredited by LAAB (Landscape Architectural Accreditation Board.)
- **Experience:** As per K.A.R. 66-10-4(2), "Beginning April 1, 1995, each applicant for examination shall provide a record of landscape architectural experience that has been compiled and transmitted by the Council of Landscape Architectural Registration Boards (CLARB)."
- **Examination:** As per K.A.R. 66-8-5, "The examination required of an applicant for landscape architectural license shall be the landscape architect reiteration examination (L.A.R.E.) as prepared by the Council of Landscape Architectural Registration Boards (CLARB)."

### A complete file will include the following:

- 1) **Completed Application Form (see pg. 2)** — Print completed form, sign and date, then send all information to KSBTP. Pending applications are kept on file for one year.
- 2) **Non-refundable Application Fee \$60.00** — Make check or money order payable to: *Kansas State Board of Technical Professions*
- 3) **CLARB Record transmitted by CLARB to KSBTP.**

**Application is not complete until your application and supporting documentation have been received in the Board office. Only complete applications will be submitted to the Board for evaluation. Applicant will be notified in writing of Board action.**

**MAIL COMPLETE APPLICATION FILE TO KSBTP AT ADDRESS LISTED ABOVE.  
Handwritten or incomplete forms will NOT be accepted.**

### **KSBTP REQUIREMENTS FOR LANDSCAPE ARCHITECTURE ORIGINAL LICENSE:**

Pipeline	Classification	Maximum Credit Education in Years	Minimum Required Experience in Years	Total Required Edu & Exp
A	Graduate of LAAB (5) yr Accredited Baccalaureate Landscape Architectural Program	5 years	3 years	8 years
B	Graduate of LAAB (4) yr Accredited Baccalaureate Landscape Architectural Program	4 years	4 years	8 years

**Keep a copy of this application for your records.**



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### 1. GENERAL INFORMATION:

Name: \_\_\_\_\_ Maiden Name: \_\_\_\_\_  
(First/Middle/Last)

Social Security #: \_\_\_\_\_ Date of Birth: \_\_\_\_\_

CLARB #: \_\_\_\_\_ Preferred Mailing: \_\_\_\_\_

Home Address: \_\_\_\_\_  
(Street Address) (City) (State) (Zip)

Cell: \_\_\_\_\_ Work: \_\_\_\_\_ Email: \_\_\_\_\_

Business Name: \_\_\_\_\_

Business Address: \_\_\_\_\_  
(Street Address) (City) (State) (Zip)

### 2. CITIZENSHIP:

Are you a U.S. Citizen?  Yes  No

If YES,  Birth  Naturalized

If NO, please attach a recent photograph or other documentation that identifies you AND a copy of your alien registration.

### 3. SIGNATURE:

Have you ever been convicted of a felony, or had any disciplinary or administrative action taken against your license in another jurisdiction?  Yes  No |  Felony  Disciplinary  Admin Action

If YES, please attach a letter of explanation & supporting documentation.

**I HEREBY CERTIFY THAT ALL STATEMENTS IN THIS APPLICATION ARE TRUE AND CORRECT.**

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date