

APPENDIX II-G

COVER SHEET FOR FINAL PROPOSAL

Notice Number 2021-107 Rule Number Arch 300 various, Arch 401.05, 403.04, and 403.09

<p>1. Agency Name &amp; Address: <b>NH Board of Architects c/o Office of Professional Licensure &amp; Certification 7 Eagle Square Concord, NH 03301</b></p>	<p>2. RSA Authority: <u>RSA 310-A:32, (c), (d), and (g)</u></p> <p>3. Federal Authority: <u>n/a</u></p> <p>4. Type of Action:  <input checked="" type="checkbox"/> Adopt  <input type="checkbox"/> Amendment (only if Initial Proposal was filed before 9/27/20.)  <input checked="" type="checkbox"/> Repeal  <input type="checkbox"/> Readoption  <input checked="" type="checkbox"/> Readoption w/amendment</p>
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5. Short Title: **Licensure Requirements and Continued Status**

6. Contact person for copies and questions:

Name:	<b>Tina M. Kelley</b>	Title:	<b>Program Specialist IV</b>
Address:	<b>Office of Professional Licensure and Certification 7 Eagle Square Concord, NH 03301</b>	Phone #:	<b>(603) 271-5247</b>

7. The rulemaking notice appeared in the Rulemaking Register on **October 14, 2021**.

**SEE THE INSTRUCTIONS--PLEASE SUBMIT ONE COPY OF THIS COVER SHEET AND ONE COPY OF THE FOLLOWING: (optional to number correspondingly)**

8. The "Final Proposal-Fixed Text," including the cross-reference table required by RSA 541-A:3-a, II as an appendix.

9. Yes  N/A  Incorporation by Reference Statement(s) because this rule incorporates a document or Internet content by reference for which an Incorporation by Reference Statement is required pursuant to RSA 541-A:12, III.

10. Yes  N/A  The "Final Proposal-Annotated Text," indicating how the proposed rule was changed because the text of the rule changed from the Initial Proposal pursuant to RSA 541-A:12, II(d).

11. Yes  N/A  The amended fiscal impact statement because the change to the text of the Initial Proposal affects the original fiscal impact statement (FIS) pursuant to RSA 541-A:5, VI.

Notice Number **2021-107**

Rule Number **Arch 300 various, Arch 401.05, 403.04, and 403.09**

<p>1. Agency Name &amp; Address:</p> <p><b>Board of Architects c/o Office of Professional Licensure &amp; Certification 7 Eagle Square Concord, NH 03301</b></p>	<p>2. RSA Authority: <u><b>RSA 310-A:32, (c), (d), and (g)</b></u></p> <p>3. Federal Authority: <u><b>n/a</b></u></p> <p>4. Type of Action:</p> <p>Adoption <u><b>X</b></u></p> <p>Repeal <u><b>X</b></u></p> <p>Readoption _____</p> <p>Readoption w/amendment <u><b>X</b></u></p>
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5. Short Title: **Licensure Requirements and Continued Status**

6. (a) Summary of what the rule says and of any proposed amendments:

**Arch 301.01 describes the initial application process for architects and is being readopted with amendment to list the documents required to be submitted with the application and limit the forms of payment to certified check, money order, or credit card.**

**Arch 301.02 describes the application for licensure and is being readopted with amendment to remove section 4 from the “Application for Licensure as an Architect” form that requires a list of the applicant’s membership in professional or scientific associations, renumber section 5 through section 10 as section 4 through section 9, and amend section 3 so that criminal convictions do not have to be reported if they are annulled.**

**Arch 302.02 describes education and training standards and is being readopted with amendment to update the NCARB Certification Guidelines from the July 2018 edition to the March 2020 edition and the NCARB Educational Guidelines from the December 2018 edition to the January 2021 edition, and to require that applicants who apply directly to the State and who have received their license after July 1, 1996 from their original state of licensure shall have completed the IDP/AXP and received the record from NCARB.**

**Arch 304.01 describes reciprocity with the candidates licensed or registered in another state and is being readopted with amendment to change the NCARB Certification Guidelines used from the July 2018 edition to the March 2020 edition, change the NCARB Education Guidelines used from the December 2018 edition to the January 2021 edition, and to require verification of licensure and examination to be submitted by the applicant at the time of submitting the application.**

**Arch 305.01 describes the application, examination, and licensure fees and is being readopted with amendment to remove cash as an acceptable form of payment.**

**Arch 305.02 describes the application and licensure fees and is being readopted with amendment to remove the requirement to pay the Board the examination fee of \$150.00.**

**Arch 305.03 describes the fee for replacement of a lost or mutilated certificate of licensure and is being repealed.**

**Arch 308.01 describes the licensing for active duty military spouses and is being readopted with amendment to change the NCARB Certification Guidelines used from the**

**July 2018 edition to the March 2020 edition, and change the NCARB Education Guidelines used from the December 2018 edition to the January 2021 edition.**

**Arch 401.05 describes reinstatement of a lapsed license for 12 months or more and is being readopted with amendment to change the requirement to provide a continuing education log to a statement attesting to the completion of the required continuing education.**

**Arch 403.04 describes record keeping of continuing education and is being readopted with amendment to allow acceptance of a certificate of attendance or transcripts from a professional society or institution as proof of continuing education.**

**Arch 403.09 is being adopted to describe continuing education requirements for reinstatement of an architect license.**

6. (b) Brief description of the groups affected:

**The groups affected by these rule changes are those individuals applying for a license as an architect, those wishing to purchase a replacement certificate of licensure, individuals wishing to have their license reinstated, and licensed individuals renewing their license.**

6. (c) Specific section or sections of state statute or federal statute or regulation which the rule is intended to implement:

<b>Rule</b>	<b>Specific State Statute the Rule Implements</b>
Arch 301.01 and Arch 301.02	RSA 310-A:38, I-III; RSA 310-A:39; RSA 310-A:42
Arch 301.04	RSA 310-A:32, I(b)
Arch 302.02	RSA 310-A:32, I(b); RSA 310-A:38; RSA 310-A:39; RSA 310-A:40
Arch 304.01	RSA 310-A:32, I(b); RSA 310-A:45
Arch 305.01 and Arch 305.03; Arch 305.03 (repealed)	RSA 310-A:32, I(g); RSA 310-A:33
Arch 308.01	RSA 332-G:7
Arch 401.05	RSA 310-A:32 , I(d); RSA 310-A:46
Arch 403.04	RSA 310-A:32, I(d); RSA 310-A:46; RSA 310-A:46-a
Arch 403.09	RSA 310-A:32, I(d)

7. Contact person for copies and questions including requests to accommodate persons with disabilities:

Name: **Tina Kelley**

Title: **Program Specialist IV**

Address: **Office of Professional  
Licensure and Certification  
7 Eagle Square  
Concord, NH 03301**

Phone #: **(603) 271-5247**

Fax#: **(603) 271-0597**

E-mail: **OPLC-Rules@oplcnh.gov**

TTY/TDD Access: Relay NH 1-800-735-2964 or dial 711 (in NH)

8. Deadline for submission of materials in writing or, if practicable for the agency, in the electronic format specified: **Monday, December 13, 2021 at 4:00 p.m.**

Fax

E-mail

Other format (specify):

9. Public hearing scheduled for:

Date and Time: **Friday, December 3, 2021 at 9:30 a.m.**

Place: **Office of Professional Licensure and Certification  
7 Eagle Square  
Concord NH 03301**

10. Fiscal Impact Statement (Prepared by Legislative Budget Assistant)

FIS # 21:044, dated 5-11-2021

**1. Comparison of the costs of the proposed rule(s) to the existing rule(s):**

There is no cost to the proposed rules other than indeterminable incremental administrative compliance costs when compared to the existing rules and there may be indeterminable savings from the elimination of certain fees. Not applicable to proposed Arch 403.08 because this is a new rule with an indeterminable incremental administrative compliance cost for continuing education requirements for reinstatement.

**2. Cite the Federal mandate. Identify the impact on state funds:**

No federal mandate, no impact on state funds.

**3. Cost and benefits of the proposed rule(s):**

Proposed Arch 301.01 and Arch 305.01 remove cash or a valid check as an acceptable form of payment for licensure application or examination and allows payment by certified check, money order or a credit card. Any cost to these proposed rules is indeterminable.

Proposed Arch 305.02(a) deletes an examination fee of \$150. The Office of Professional Licensure indicates this fee would be payable to the State of New Hampshire but there is no cost to the elimination of this fee because current practice is for the exam fee to be paid by applicants directly to the NCARB as the exam administrator.

The OPLC provided no additional information pertaining to the elimination of the certificate of licensure fee pursuant to proposed Arch 305.02(d).

Proposed Arch 305.03 eliminates a fee for replacement of a lost or mutilated certificate of licensure. The OPLC indicates the number of requests the board receives per year is unknown but is de minimus and any slight decrease in revenue would be offset by the elimination of material cost and labor to produce this certificate. Licensees will no longer be required to pay for a replacement certificate but any such savings is indeterminable based on the number of individuals who may lose or mutilate such certificate.

Licensees and independently owned businesses that cover the cost of their licensees may realize an indeterminable savings based on the elimination of certain fees but there may be indeterminable incremental compliance costs for continuing educational requirements.

- A. **To State general or State special funds:**  
See 3. Above.
- B. **To State citizens and political subdivisions:**  
See 3 above. No cost to political subdivisions.
- C. **To independently owned businesses:**  
See 3 above.

11. Statement Relative to Part I, Article 28-a of the N.H. Constitution:

**These rules do not violate Part I, Article 28-a of the New Hampshire Constitution. These rules do not mandate or assign this program to any political subdivision in any way.**

**Readopt with amendments Arch 301.01, effective 8-5-15 (Document #10996)**

Arch 301.01 Application Process.

**Unclear.** No forms were filed with the final proposal. The JLCAR is being asked to approve forms that have not been reviewed by OLS for consistency with the rule text.

(a) Each person wishing to become licensed as an architect shall s

**Unclear.** This citation is incorrect. It may need to be "Arch 301.02(b)(4)c." as there are no subparagraphs to (a).

(1) An an "Application for Initial New Hampshire Licensure as an Architect" form which contains the information specified in Arch 301.02;

(2) The certified copy of transcripts from all post-secondary institutions attended, as described in Arch 301.02(a)(7)c, if applying directly from another state and without NCARB certification;

(3) The references, as specified in Arch 301.03 and Arch 301.04, if applying directly from another state and without NCARB certification;

(4) License verification, if applying direct from state and without NCARB certification; and

(4) The application fee as specified in Arch 305.01.

**Edit.** "Arch 305.02".

**Edit.** Spell out acronyms first time used.

(b) An application for licensure, which is not signed by the applicant, or is not accompanied by a certified check, money order, or credit card payment for the application fee shall not be accepted and shall be returned to the applicant.

(c) A person whose qualifications for licensure do not meet the requirements specified in RSA 310-A:38 shall be denied a license.

(d) If the application for licensure is denied, the applicant shall be provided an opportunity to request a hearing on the deficiency issues identified by the board in the same manner as for motions for rehearing pursuant to Arch 213. Any such request shall be made in writing and submitted to the board within 30 days of the receipt of the notification of denial.

(e) Applications for licensure, when there has been no communication by the applicant to the board for at least one year, shall be destroyed.

**Readopt with amendments Arch 301.02, effective 8-14-19 (Document #12847), to read as follows:**

Arch 301.02 Application for Licensure.

**Unclear.** The form was not filed and has not been reviewed. Also, the date will change to Jan. 2022.

(a) Each applicant for licensure shall complete the "Application for Initial New Hampshire Licensure as an Architect," form, amended 12/13/2021. National Council of Architectural Registration Boards (NCARB) certificate and record holders shall complete sections 1, 2, 3, 5, and 8 only. All others shall complete the entire form.

(b) The following information shall be provided on the form:

**Edit.** Just use the acroymn here as it will be spelled out above.

(1) Section 1, "General Information," which includes:

a. The applicant's name, including any names previously used;

- b. The applicant’s residence and business name and addresses, telephone numbers, and e-mail address;
- c. The applicant’s date of birth; and
- d. The applicant’s social security number required pursuant to RSA 161- B:11, VI-a;

(2) Section 2, “Registration/Licensure Information,” which includes:

- a. Whether the applicant has ever taken the Architectural Registration Examination (ARE), and if so, the location, and date completed;
- b. The state in which the applicant was first registered or licensed as an architect, if any, including:
  - 1. The date of licensure in that jurisdiction;
  - 2. The applicant’s license number in that jurisdiction; and
- 3. Whether the applicant was licensed by the Architectural Registration Examination (ARE), or, if not, how the applicant was licensed;
- c. Whether the applicant still holds the registration or license listed in (b)(2)<sup>b</sup> above and if not, the reasons why;
- d. Whether the applicant has ever applied for an architect’s license in New Hampshire and, if so, the status; and
- e. Whether the applicant is applying for facilitated licensure as a military spouse;

**Edit.** Just use the acroymn here as it is spelled out above.

**Edit.** Insert period after “b”

(3) Section 3, “General Information Questions,” which includes:

- a. Whether the applicant has ever been convicted of any felony or any misdemeanor, or a violation involving architecture or the practice of architecture, unless annulled, and if so, the name of the court, the details of the offense, the date of conviction, and the sentence imposed;
- b. Whether the applicant has ever lost or been denied registration or licensure as an architect or been disciplined or sanctioned by another licensing board in any other state or jurisdiction if so, an explanation of the circumstances;
- c. Whether the applicant has ever held a NCARB certificate, and if so, whether the candidate has requested the NCARB certificate be transmitted to the board office and the date the transmission was requested;
- d. Whether the applicant has completed the Architectural Experience Program (AXP), and if so, the date completed, AXP number if applicable, and the date the candidate has requested the AXP record be transmitted to the board office; and

(4) Section 4, “Education,” regarding the applicant’s educational history, including:

- a. The names of all high school and post-secondary institutions attended;
- b. The dates of attendance, major and degrees awarded; and
- c. Certified copies of transcripts from all post-secondary institutions where architectural credit was obtained. If the applicant for licensure is a graduate of a non-United States or Canadian institution, the applicant shall have his or her transcripts sent directly from the institution to NCARB. The applicant shall request translation and authentication be sent from NCARB directly to the board office for evaluation by the board;

(5) Section 5, 5 individuals to be the applicants “References of Character and Qualifications,” which shall include:

- a. The names of the references;
- b. A complete addresses for each reference;
- c. A phone for each reference;
- d. The occupation of each reference; and
- e. Business relationship with the applicant as specified in Arch 301.03;

(6) Section 6, “Practical Experience,” which includes:

- a. The applicant’s dates of employment, character of employment, title, and present address of all employers;
- b. The applicant’s position title and description of duties for each position including types of work performed and degree of responsibility; and
- c. Name and present address of someone familiar with each position listed in (b)(7)b above;

**Unclear.** It is unclear whether this is correct given that the subparagraphs have been renumbered. This maybe should be “(b)(6)b.”

(7) Section 7, “Supplementary Experience Record,” which includes a supplementary experience record of the architectural projects or assignments the applicant was involved in, including the following information:

- a. A brief description and identification of the project or assignment by job title, location, and total cost;
- b. An indication as to which of the employers listed in (6) above for which the project or assignment was undertaken; and
- c. An identification as what portion of the work the applicant was personally responsible for; and

(8) Section 9, “Affidavits,” which includes:

**Edit.** Insert end parenthesis.



a. An affidavit stating the following: “I have read the contents hereof and clearly understand that the correctness and truth of my statements as recorded in the application are material, not only to the issuance of the certificate of licensure, as applied for, but also to the retention of said certificate, if issued;” and

b. The applicant’s signature and date.

(c) Applicants shall pay the application fee specified in Arch 305.02.

**Unclear.** It is unclear what form is meant. Insert the title of the form. No forms were submitted with the FP so they have not been reviewed by OLS.

**Readopt with amendments Arch 301.04, effective 8-5-15 (Document #10904), to read as follows:**

Arch 301.04 Information from References.

(a) The person providing the reference shall be requested to provide the following on a **form supplied by the board:**

(1) The applicant’s name;

(2) The reference’s name and address, relationship to the applicant, status as an architect as defined by RSA 310-A:28, I;

(3) A brief description of the reference’s knowledge of the applicant’s qualifications in the practice of architecture; and

(4) Signature of reference and date.

**Unclear.** Unclear as written. Presumably it means that the reference form has to be submitted with the initial application form as described in Arch 301.02 but this language is vague.

(b) No reference form shall be accepted except submissions made directly to the board by the person completing the form **and shall be submitted with the application.**

**Readopt with amendments Arch 302.02, effective 8-14-19 (Document #12847), to read as follows:**

Arch 302.02 Education and Training Standards. The board shall evaluate the candidates using the **NCARB Certification Guidelines March 2020 edition as specified in Appendix B and NCARB Education Guidelines January 2021 edition as specified in Appendix B.** All candidates for licensure shall have completed the training requirements of the Architectural Experience Program (AXP) through NCARB or have met the minimum requirements for NCARB certification pursuant to the NCARB Certification Guidelines March 2020 edition as specified in Appendix B. Applicants applying **direct to state** who have received their license after July 1, 1996 from their original state of licensure shall have completed the IDP or AXP and received the record from NCARB.

**Unclear.** It is unclear whether the state of NH meant here or whether it should be “the board”.

**Readopt with amendments Arch 304.01, effective 8-14-19 (Document #12847), to read as follows:**

Arch 304.01 Reciprocity.

(a) Candidates for licensure who are licensed or registered in another state, provided that the other state’s licensure or registration requirements are consistent with Arch 302.01, the **NCARB Certification Guidelines March 2020 edition as specified in Appendix B, and NCARB Education Guidelines January**


**Unclear.** No signed incorporation by reference statements were filed with the FP, including a description of the differences between the 2018 and recent editions.

2021 edition as specified in Appendix B, shall apply to the board for licensure on an application for licensure form as specified in Arch 301.02 and pay the fee set forth in Arch 305.02.

(b) Verification of licensure and examination shall be obtained by the candidate for licensure and submitted to the board by the applicant at the time of submitting the application.

**Readopt with amendments Arch 305.01, effective 8-5-15 (Document #10904), to read as follows:**

Arch 305.01 Application, Examination and Licensure Fees.

(a) Application and licensure fees shall be in the form of money order, bank draft, credit card or check made payable to Treasurer, State of New Hampshire. Edit. Insert a comma 

(b) The examination fees shall be paid by the applicant directly to the test administrator.

**Readopt with amendments Arch 305.02, effective 8-5-15 (Doc**

Arch 305.02 Application and Licensure Fees. The applic as follows:

(a) The application fee for licensure shall be \$155.00;

(b) The biennial renewal fee shall be \$155.00;

(c) The reinstatement fee after 30 days shall be \$355.00;

(d) The application fee for certificate of authorization for \$77.50 per year; and

(e) The biennial fee for retired status shall be \$77.50.

**Inadequate FIS.** There are many changes to the fees in this final proposal that were not included in the initial proposal and were not included in the Board’s request for fiscal impact statement (FIS) to the Legislative Budget Assistant (LBA). No amended FIS was filed with the FP. The LBA noted in the FIS to the IP that while information was provided regarding the elimination of the \$150 examination fee, (which did not have an impact to the OPLC fund because because the fee has always been paid directly to the test administrator), the agency provided no additional information pertaining to the impacts of the elimination of the certificate of licensure fee of \$50.

Further, an amended FIS should have been obtained from the LBA as some of these fees were changed or deleted from the IP to FP and thus, were not considered by the LBA in the FIS to the IP. The changes to the fees are summarized as follows: The fee for verification of license or certification of \$25 has been deleted. The biennial reviewal fee has been increased by \$5. The reinstatement fee no longer includes a 20% late fee charge, and is now assessed in 30 days rather than after 12 months which may increase the OPLC fund. The fee for certificate of authorization has been decreased by \$2.50. The late fee for certificate of authorization for business organization has been deleted. The fee for retired status has been increased by \$47.50 which may be an increase to the OPLC fund.

**Repeal Arch 305.03, effective 8-5-15 (Document #10904), as f**

~~[Arch 305.03 Replacement Fee. The fee for replacement of a los be \$30.00.]~~

It should be noted that the Board still has fee authority pursuant to RSA 310-A:33, and the Legislature has been working to consolidate fee authority under the Executive Director of the OPLC. (See RSA 310-A:1-e.).

**Readopt with amendments Arch 308.01, effective 8-14-19 (D**

Arch 308.01 Licensing for Active Duty Military Spouses.

(a) Each applicant for licensure who is a military spouse pursuant to RSA 332-G:7, III shall apply to the board for licensure on an application for licensure form as specified in Arch 301.02 and pay the fee set forth in Arch 305.02.

(b) Each applicant for facilitated licensing as a military spouse shall provide a copy of the military member’s orders showing proof of active duty status.

See previous comments regarding the need to file Incorporation by reference statements.

(c) Each applicant who applies for facilitated licensing as a military spouse shall be eligible to obtain a facilitated license if the military spouse is licensed or registered in another state or jurisdiction, provided that the other state's or jurisdiction's licensure or registration requirements are consistent with Arch 302.01, NCARB Certification Guidelines March 2020 edition as specified in Appendix B and NCARB Education Guidelines January 20201 edition as specified in Appendix B.

(d) License verification, if applying direct from state and without NCARB certification.

(e) A military spouse who obtains a facilitated license shall comply with all license renewal requirements pursuant to Arch 403.01.

Unclear. No forms were filed and so, they have not been reviewed by OLS.

**Readopt with amendments Arch 401.05, effective 8-14-19 (Document #12847), to read as follows:**

Arch 401.05 Reinstatement. An architect whose license to practice architecture in this state has been allowed to lapse for a period of 30 days or more shall:

(a) Submit to the board the "Application for Reinstatement of Licensure as an Architect," dated 12/13/2021, that includes the following:

- (1) The applicant's full name, including any names previously used, and date of birth;
- (2) The applicant's business name, residence and business addresses, telephone numbers and e-mail address;
- (3) A statement indicating any disciplinary or legal action brought against the applicant for his or her services as an architect not previously reported;
- (4) A statement indicating that the applicant has adhered to the ethical and professional standards of Arch 500;
- (5) A representation that the applicant acknowledges that the provision of false information in the application is a basis for disciplinary action by the board;
- (6) Whether the applicant has ever been convicted of any felony or any misdemeanor, or a violation involving architecture or the practice of architecture that was not previously reported, and if so, the name of the court, the details of the offense, the date of conviction, and the sentence imposed;
- (7) The names, complete addresses, occupation, and business relationship with applicant of 3 references from licensed architects as defined by RSA 310-A:28, I;
- (8) A statement attesting that the applicant has completed the minimum units required of approved continuing education, as specified in Arch 403.08; and
- (9) The applicant's signature and date; and

Edit. Please insert a comma.

(b) Applicants shall submit the application and reinstatement fees as specified in Arch 305.02.

**Readopt with amendments Arch 403.04, effective 8-5-15 (Document #10904), to read as follows:**

Arch 403.04 Record Keeping.

(a) The licensee shall maintain records to be used to support continuing education units claimed.

(b) Records required shall contain attendance verification records in the form of either:

(1) Certificates of attendance; or

(2) Completed continuing education transcripts from a professional society or institution.

(c) The licensee shall retain attendance verification records for a period of at least 4 years. Such documentation shall be made available to the board for random audit and verification purposes. Documentation shall support continuing education units claimed. Failure to provide documentation for audit verification shall result in disciplinary action.

(d) Not less than 5% of the licensees shall be randomly selected each year by the board for compliance with Arch. 403.01.

**Adopt Arch 403.09 to read as follows:**

Arch 403.09 Continuing Education Requirements for Reinstatement.

(a) A reinstatement application shall not be accepted for filing unless the licensee indicates on the reinstatement application, and under penalty of unsworn falsification, that he or she has completed the minimum units required of approved education required by (b) below.

(b) Each reinstatement applicant shall attest that the applicant has completed at least 24 units of continuing education in the areas of health, safety, and welfare as a condition of reinstatement, completed within the 24 months prior to reinstatement submission.

(c) All reinstatement applicants' continuing education shall be audited pursuant to Arch 403.04(c).

**APPENDIX A  
STATE AND FEDERAL STATUTES/REGULATIONS IMPLEMENTED**

<b>Rule</b>	<b>Statute</b>
Arch 301.01 and 301.02	RSA 310-A:32, I(a); RSA 310-A:38, I-III; RSA 310-A:39; RSA 310-A:42
Arch 301.04	RSA 310-A:32, I(a) and (b)
Arch 302.02	RSA 310-A:32, I(b); RSA 310-A:38; RSA 310-A:39; RSA 310-A:40
Arch 304.01	RSA 310-A:32, I(b); RSA 310-A:45
Arch 305.01 and 305.02; Arch 305.03 (repealed)	RSA 310-A:32, I(e); RSA 310-A:33
Arch 401.05	RSA 310-A:32 , I(d); RSA 310-A:46
Arch 403.04	RSA 310-A:32, I (d); RSA 310-A:46; RSA 310-A:46-a
Arch 403.09	RSA 310-A:32, I (d)

**APPENDIX B  
INCORPORATION BY REFERENCE INFORMATION**

<b>Rule</b>	<b>Title</b>	<b>Obtain at</b>
Arch 302.02 Arch 304.01 Arch 308.01 (c)	NCARB Education Guidelines January 2021 Edition	National Council of Architectural Registration Boards 1801 K Street NW Suite 700K Washington, DC, 20006 Phone: 202/879-0520 Fax: 202/783-0290 Available Free On-line at:  <a href="https://www.ncarb.org/sites/default/files/Main%20Website/Data%20&amp;%20Resources/Guidelines/EducationGuidelines.pdf">https://www.ncarb.org/sites/default/files/Main%20Website/Data%20&amp;%20Resources/Guidelines/EducationGuidelines.pdf</a>
Arch 302.01 (b) (1), (2), and (3) Arch 302.02 Arch 304.01 (a) Arch 308.01 (c)	NCARB Certification Guidelines March 2020 Edition	National Council of Architectural Registration Boards 1801 K Street NW Suite 700K Washington, DC, 20006 Phone: 202/879-0520 Fax: 202/783-0290 Available Free On-line at:  <a href="https://www.ncarb.org/sites/default/files/Certification_Guidelines.pdf">https://www.ncarb.org/sites/default/files/Certification_Guidelines.pdf</a>

**Unclear.** Signed incorporation by reference statements describing the differences between the old and newer versions have not been filed with this proposal.  
**Also, the link for the NCARB Certification Guidelines March 2020 actually takes one to the July 2021 edition.**