

Architectural
Practice Board of
South Australia

archboardsa.org.au


Briefing Session for

ARCHITECTURAL PRACTICE EXAMINATIONS

June 2023

Architectural Practice Board of South Australia

archboardsa.org.au



The APBSA acknowledges the Kaurna people, Traditional Custodians of the land in which we meet today, and pay our respects to their Elders past and present and future. We extend that respect to the Aboriginal and Torres Strait Islander peoples here today.

APE - Architectural Practice Examination

PEOPLE

Registrar	Sue Crawford registrar@archboardsa.org.au
Administration Coordinator	Georgina Dungey admin@archboardsa.org.au
Administrative Officer	Greg Andrews
State Convenor	Paul Boyce
National Convenor	Paul Boyce

APE – Architectural Practice Examination

ORGANISATIONS

APBSA	Architectural Practice Board of South Australia https://www.archboardsa.org.au/
AACA	Architects Accreditation Council of Australia https://www.aaca.org.au/
AIA	Australian Institute of Architects https://www.architecture.com.au/
ACA	Association of Consulting Architects https://aca.org.au/

APE – Architectural Practice Examination

LEGISLATION

Architectural Practice Act 2009

<https://www.archboardsa.org.au/assets/Uploads/2012-01-01-Revised-Act.pdf>

Architectural Practice [General] Regulations 2010

[https://www.legislation.sa.gov.au/LZ/C/R/ARCHITECTURAL%20PRACTICE%20\(GENERAL\)%20REGULATIONS%20010/CURRENT/2010.221.AUTH.PDF](https://www.legislation.sa.gov.au/LZ/C/R/ARCHITECTURAL%20PRACTICE%20(GENERAL)%20REGULATIONS%20010/CURRENT/2010.221.AUTH.PDF)

The Architects' Code of Conduct

<https://www.archboardsa.org.au/assets/pdf-files/2020-05-05-Code-of-Conduct.pdf>

Continuing Professional Development

Amendments to the Architectural Practice Act 2009

<https://www.archboardsa.org.au/assets/pdf-files/Guidance-Note-04-Continuing-Architectural-Education.pdf>

APE – Architectural Practice Examination

THE SIX PATHWAYS TO REGISTRATION IN SOUTH AUSTRALIA

1. Australian Accredited Architecture Qualification
2. Overseas Qualifications Assessment [OQA]
3. National Program of Assessment [NPrA]
4. Overseas Experienced Practitioner [OEP]
5. Local Experienced Practitioner [LEP]
6. Mutual Recognition

Pathways 1, 2 and 3 require applicants to undertake and pass the Architectural Practice Examinations [APE].

APE – Architectural Practice Examination

PROCESS

The APE is a national competency-based assessment comprising three parts:

Part 1: Completion of a Logbook and Statement of Practical Experience;

Part 2: The National Examination Paper; and

Part 3: Examination by Interview with experienced architect practitioners.

Candidates who have satisfactorily met the requirements of ***all three parts of the APE*** may apply for registration to the Architect Registration Board in any state or territory in Australia.

APE – Architectural Practice Examination

GUIDE DOCUMENTS

AACA Architectural Practice Examination Procedure for Candidates

<https://www.aaca.org.au/wp-content/uploads/NSCA-Procedure-for-AACA-APE-Candidates.pdf>

AACA How to Logbook Guidance Booklet

<https://www.aaca.org.au/wp-content/uploads/How-to-Logbook.pdf>

AACA Architectural Practice Examination Logbook

<https://www.aaca.org.au/wp-content/uploads/AACA-Log-Book.xls>

2015 AACA National Standards of Competency for Architects

<http://competencystandardforarchitects.aaca.org.au/about>

APE – Architectural Practice Examination

NATIONAL STANDARD OF COMPETENCY FOR ARCHITECTS (2015 NSCA)

The AACA National Standard of Competency for Architects (NSCA) sets out the benchmark against which an applicant for registration as an architect in Australia is measured.

The NSCA describes what is reasonably expected of a person who can demonstrate the standard of skill, care and diligence widely accepted in Australia as a competent professional architectural practitioner.

The current 2015 NSCA has a total of 70 performance criteria which are assessed across programs on the path to registration as an architect. 64 performance criteria are assessed in the APE. This will be the focus of this briefing.

APE – Architectural Practice Examination

NEW NATIONAL STANDARD OF COMPETENCY FOR ARCHITECTS (2021 NSCA)

There is a new National Standard of Competency, 2021 NSCA, which will be applicable to all applications from the first APE session in 2024, including all Part 2 and Part 3 resits.

This will be the last session that candidates are able to sit the APE under the 2015 NSCA Standards.

APBSA has determined that there will be no transition period for those candidates who have commenced but not completed the APE in 2023 (exceptional circumstances may be considered). Commencing in 2024, Parts 1, 2 and 3 will be based on the 2021 NSCA Standards. APE Part 3 Candidates who commenced in 2023 or earlier must resubmit Part 1 documents using the 2024 format and address the new competencies.

2021 AACA National Standards of Competency for Architects

<https://www.aaca.org.au/national-standard-of-competency-for-architects/2021nsca/>

The 2021 NSCA has 60 new performance criteria which replace the original 70 performance criteria in the 2015 NSCA.

APE – Architectural Practice Examination

PREPARATION

Group Study with peers.

Conversations with your Supervising Architect.

Attending study sessions like the Keith Neighbour Study Group [ACA].

Undertaking the AIA PAL's or similar programs.

Referring to AIA Acumen and other online resources.

APE – Architectural Practice Examination

PART 1 – Application

The application to sit the APE Part 1 and 2 is available on the APBSA website and includes a checklist.

The full package is to be submitted as a single PDF in same order and content as the checklist.

The Logbook should be the current version from the AACA website, Version 7 February 2018.

The new logbook based around the 2021 NSCA is available on the AACA website and candidates can begin logging their hours.

The Statutory Declaration has specific wording and is found on the APBSA website. This is a legal document with a high penalty for misleading statements.

The APBSA communicate with APE candidates using email. It is important to inform the APBSA if your email changes during the examination session. Failure to do so could result in not receiving essential information.

APE – Architectural Practice Examination

PART 1 – Experience

Your experience is preferred to be gained under the supervision of an architect in an architectural practice.

If your experience is not gained under the supervision of an architect in an architectural practice, then all logged experience is required to be at executive level.

If your experience comprises a mix gained under the supervision of an architect and not, it will require review by the State Convenor and may need to be referred to the National Convenor.

Your experience must include work on a complex project.

If any of your experience is gained not under the supervision of an architect, two written references are required. Details of the specific requirements for these are provided in the checklist.

APE – Architectural Practice Examination

PART 1 – Logbook

The logbook requires a minimum of 3300 hours of logged experience in the 15 nominated Performance Criteria from the National Standard of Competency for Architects.

Each log sheet requires the supervising architect's name and registration number.

The logbook must cover only the last ten years and focus on the last two years.

Your hours must clarify work in and outside Australia. At least one year must be in Australia.

APE – Architectural Practice Examination

PART 1 – Statement of Practical Experience

Used by the examiners to prepare for their interview.

Must include a summary CV as an introduction (not included in the word count).

Must cover only the last ten years and focus on the last two years.

Must demonstrate that the experience addresses the Performance Criteria from the National Standard of Competency for Architects.

Signed off sheets by supervising architects are encouraged but not mandatory.

Requires supervising architects name and registration number.

No images are to be included.

APE – Architectural Practice Examination

PART 1 – Review

Administrative review by the Registrar and the Administration Coordinator - queries may be raised from this process such as missing signatures, missing or uncertified documents and other details.

Professional review by the Convenor and 2 Examiners - to assess the candidates' applications meet the requirements for the Logbook and Statement of Practical Experience.

Intention is to close off any loose ends within a few days after the Examiner Briefing, and within two weeks of close of submissions.

You may be asked to resubmit your Application documents within a specified short time period (2-3 days) if any problems are identified.

Applicants will be advised as soon as possible of pass or fail for Part 1 .

APE – Architectural Practice Examination

PART 1 – Common Mistakes

Make sure your Part 1 documentation is in the correct order as stipulated on the application form.

Make sure your Part 1 identification and degrees are witnessed.

Make sure your application forms are complete and signed.

Make sure any hours recorded in your Logbook not under the supervision of an architect in an architectural practice are only at executive level.

Do not include any imagery in your Statement of Practical Experience.

APE – Architectural Practice Examination

PART 2 - National Examination Paper

The NEP will take place on 19 September 2023 using a ‘proctored’, on-line platform, The time of the exam will be scheduled by ACER. You must ensure your computer/ laptop has video and audio capabilities and you must be in a private room setting (at home, work or elsewhere), with no one allowed to enter during the examination. If undertaking at work, check their IT network security will allow access.

Your computer will be remotely monitored during the examination.

The NEP is an online electronic 90-minute exam (includes time allowance for reading).

It is scenario based with nine scenarios - each scenario requires five responses.

No reference material, additional screens or electronic devices allowed.

A sample paper is available at the AACA website. Other sample papers in circulation may be incorrect or not be current .

<https://www.aaca.org.au/wp-content/uploads/AACA-NEP-Sample-Scenario.pdf>.

Detailed results of Part 2 will be available after 4 weeks and will be provided to you and to the examiners to facilitate their preparation for the interview in Part 3.

APE – Architectural Practice Examination

PART 3 – Oral Examination

The application to sit the APE Part 3 is available on the APBSA website.

The oral examination is between forty-five minutes and one hour long.

It is conducted by two examiners who are registered architects with a minimum of five years of experience. There may be a third examiner sitting in for training or quality control.

This is a competency-based assessment of your experience to confirm whether, on balance, you possess the technical knowledge and skills, and technical application of these skills in architectural practice, to be able to perform to the standard expected of an architect in Australia.

Examiners will use your logbook, statement of practical experience and results from Part 2.

The date and time of your examination will be provided on successful completion of Part 2.

Examiners will declare potential conflicts of interest, as should you on receipt of your letter of invitation, if required.

APE – Architectural Practice Examination

PART 3 – Hints

Try not to be nervous. This is your opportunity to demonstrate your knowledge as well as talk about the depth of your experience with other architects who are genuinely interested.

Keep referring to your projects to illustrate responses you give to the Examiners questions.

Remember that the Examiners are not trying to “catch you out”. They want you to do well at the interview.

You are not expected to “know everything”. The examination is also about demonstrating that you know where to look for information/find answers if you don’t know.

Expect to be given a few hypothetical scenarios. For example, if you have predominantly worked on multi-storey commercial buildings, you might be asked about a project at a different scale such as a small public building or house to demonstrate transferability of skills to other scales of practice.

Make sure you are familiar with the Architectural Practice Act 2009 and the South Australian Code of Conduct

APE – Architectural Practice Examination

KEY DATES – 2023 Session 2

Full APE Application

Part 1 and Part 2 applications open Tuesday 20 June 2023 at 12 noon.

Part 1 and Part 2 applications and submissions of Logbooks close Monday 10 July 2023 at 5 pm.

Part 2 NEP sitting held Tuesday 19 September at times scheduled by ACER.

Part 3 applications open Monday 16 October at 9 am and close Tuesday 24 October 2023 at 5 pm.

Part 3 Oral Examination held 14, 15 and 16 November – timetable will be advised to successful candidates.

Part 3 Resit Notification/Interstate Notification and Application

Notification of resitting Part 3 via email to APBSA close Tuesday 12 September 2023 by 5 pm.

Application for resitting Part 3 close Tuesday 19 September 2023 by 5 pm

APE – Architectural Practice Examination

FAQ's

Part 1 results will be informed by mail and email generally within two weeks.

Part 2 results require a longer time because there is a national moderation process involving all APE Convenors (approximately 4 weeks).

Part 3 results will be notified by email and mail generally within a week.

Identification is required at each stage using your driver's license or passport.

Non-standard applications may need to be referred to the National Convener so please refer details of these to the APBSA prior to lodgement.

Should there be extenuating circumstances [sickness, recent death of a family member, etc.] at any time during the examination process please ensure that you advise APBSA staff before the respective session or submission date. For Part 2 also refer to the AACA website for required actions.

APE – Architectural Practice Examination

COMPLAINTS

Complaints can be lodged, but it should be noted that a review of results for any Part of the APE will only occur if there is evidence of misapplication of AACA policies or procedures for the APE.

The Registrar is the designated officer to review complaints and aims to resolve these within 21 days of receipt.

Candidates are advised to read section 3.4 of the AACA Procedures for Candidates before lodging a complaint.

APE – Architectural Practice Examination

ANY QUESTIONS?

Architectural
Practice Board of
South Australia

archboardsa.org.au



Thank you for your attendance.

June 2023