

Readopt with amendment Lsa 301.01 and Lsa 301.02, effective 3-10-24 (Document #13849), to read as follows:

Lsa 301.01 Application Process.

(a) Individuals wishing to become licensed as a landscape architect in New Hampshire shall submit the following to the OPLC:

(1) The “Universal Application for Initial License”, dated April 2024, which the applicant shall complete by providing the information required by Plc 304.03 and Lsa 301.02(a), including the documentation required by Plc 304.04 and Lsa 302.01(b), and is signed and attested to as specified in Plc 304.05; and

(2) The application fee specified in Plc 1002.22.

(b) The licensing bureau shall process the application in accordance with Plc 304.06 through Plc 304.09.

(c) If the application is denied, the applicant may request a rehearing in accordance with Plc 206.31.

(d) Applications about which there has been no communication from the applicant to the licensing bureau for 60 days shall be governed by Plc 304.06.

Lsa 301.02 Application for Initial Licensure.

(a) In addition to the requirements of Lsa 301.01, applicants for initial licensure shall provide, or cause to be provided, the following:

(1) Answer yes or no to the question “Have you ever held a Council of Landscape Architectural Registration Boards (CLARB) Council Record?”;

(2) Answer yes or no to “I have requested CLARB to transmit my Council Record to the licensing bureau.”;

(3) The names, complete addresses, phone number, occupation, and business relationship with the applicant of 5 references as specified in Lsa 302.03;

(4) Applicants who possess a non-accredited 4-year landscape architecture degree or a 4-year degree in a related field shall provide a list of the applicant’s employers demonstrating 5 years of professional experience, 3 of which shall be under the direct supervision of a licensed landscape architect. Applicants who possess an accredited 4-year landscape architecture degree or equivalent shall list all employers the applicant has had demonstrating a minimum of 3 years of professional experience. All professional experience listed shall be relevant to the license being pursued starting with the first employer and ending with the most current, including:

a. Employer’s name and address;

- b. Contact person including their phone number and position;
- c. The date of employment;
- d. The number of years employed; and
- e. The title of the position and description of responsibilities; and

(5) A supplementary experience record of the projects or assignments the applicant was involved in starting with the first project or assignment, and include:

- a. A brief description and identification of the project or assignment by job title and location;
- b. Identify which of the employers listed in (4) above the project or assignment was undertaken for; and
- c. Identification as to what portion of the work the applicant was responsible for.

(b) Each applicant for licensure who is a graduate of a non United States or Canadian institution shall have their transcripts sent directly from CLARB or its successor to the licensing bureau.

Readopt with amendment Lsa 302.02, effective 9-30-14 (Document #10679), to read as follows:

Lsa 302.02 Experience Requirements. Experience in the practice of landscape architecture shall be determined pursuant to RSA 310-A:146 as follows:

- (a) Only the work of landscape architectural nature shall be creditable;
- (b) Experience obtained in violation of RSA 310-A:155, II relating to misconduct sufficient to support disciplinary proceedings shall not be counted;
- (c) Experience gained in the armed services, to be creditable, shall be of a character equivalent to that which would have been gained in the civilian sector doing similar work;
- (d) Experience shall be gained under the supervision of a licensed landscape architect or if not, an explanation shall be made explaining why the experience should be considered acceptable;
- (e) Teaching experience, to be creditable, shall be of an advanced level in a college, university, or equivalent institution;
- (f) Successful completion of graduate study leading to a master's degree in landscape architecture which has followed a baccalaureate degree may be used for credit for one year's experience. If the doctorate in landscape architecture is completed, 2-year's total experience shall be credited. The 2-years credit shall include the one year for the master's degree; and

(g) Experience shall have been received at the time of the application, and shall not be listed in anticipation of obtaining it.

Readopt with amendment Lsa 302.03, effective 9-30-14 (Document #10679), to read as follows:

Lsa 302.03 References Required.

(a) Each applicant for licensure shall provide the licensing bureau with the names and addresses of at least 5 individuals, who shall provide references, and are not related to the applicant. At least 3 of the references shall be individuals having personal or professional knowledge of the applicant's experience as a landscape architect. At least 3 of the references shall be licensed landscape architects as defined by RSA 310-A:141, I, having detailed knowledge of the applicant's landscape architecture experience.

(b) Pursuant to RSA 310-A:149, II, references relating to experience in the practice of landscape architecture performed prior to March 28, 2007 may be provided by either a licensed landscape architect or a person practicing the profession of landscape architecture.

Readopt with amendment Lsa 303.02, effective 9-30-14 (Document #10679), to read as follows:

Lsa 303.02 Re-Examinations. Candidates failing an examination shall be entitled to one re-examination for the same application.

Readopt with amendment Lsa 304.01, effective 3-10-24 (Document #13849), to read as follows:

Lsa 304.01 Reciprocity.

(a) Candidates for licensure who are licensed, certified, or registered in another jurisdiction, provided that the other jurisdiction's licensure, certification, or registration requirements are substantially equivalent to or higher than those of this state, as specified in Plc 313.32, shall apply in accordance with Plc 313.03.

(b) Each applicant for licensure who holds a CLARB certificate shall have the CLARB certificate sent directly to the licensing bureau by CLARB, or its successor organization, for evaluation.

Repeal Lsa 305.02, effective 9-30-14 (Document #10679), and hold such section in reserve as follows:

~~Lsa 305.02 Pocket Cards. Biennially, the board shall issue a licensure card, numbered to correspond with the landscape architect's assigned number to each licensed landscape architect upon renewal of the license. The card shall certify that the landscape architect holds a license in good standing and is authorized to practice landscape architecture to the date of expiration as shown on the card. **RESERVED**~~

APPENDIX I

| RULE | STATE STATUTE IMPLEMENTED |
|------------|------------------------------------|
| Lsa 301.01 | RSA 310:4, II(c); RSA 310:5, I |
| Lsa 301.02 | RSA 310:4, II(c); RSA 310-A:146, I |
| Lsa 302.02 | RSA 310-A:146, I; RSA 310-A:147 |

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| Lsa 302.03 | RSA 310-A:149, II |
| Lsa 303.02 | RSA 310-A:151; RSA 310:4, II (c) |
| Lsa 304.01 | RSA 310:4, II(c); RSA 310:5, I; RSA 310:17 |
| Lsa 305.02 (repeal) | RSA 310-A:145 |