



State of New Hampshire Office of Professional Licensure & Certification

7 Eagle Square, Concord NH 03301
Phone: 603-271-2152

Application Checklist

Professional Board: Architects

Use this checklist to prepare before you apply. Required items not submitted may cause delays in issuance of a license. If you are applying online, required documents can be uploaded with your application.

For more information visit: [Board of Architects @ OPLC](#)

Required Information

- ✓ **Education Requirements & Credits**
 - Secondary School (High School): Name, years attended and degree awarded.
 - Post-Secondary Education (College, Trade, etc.): Name, years attended, degree awarded– Direct to State (Reciprocity) Transcripts required.
- ✓ **Examinations & Certifications**
 - OPLC Verification form: Direct to State Applications Only.
- ✓ **Programs**
 - IDP/AXP Required for unlicensed individuals or reciprocity applicants whose license was issued after 07/01/1996.
- ✓ **References**
 - OPLC Reference form: Direct to State (Reciprocity). Five (5) references required, three (3) must be completed by licensed architects.
- ✓ **Licensing Fees**
 - Visit the [licensing fees page](#) for amounts.
 - Forms of payment accepted for online applications: MasterCard, VISA, AMEX and Discover.
 - Forms of payment accepted for paper applications: Check , Money Order or Certified Bank Check.

Note: National Council of Architectural Registration Board (NCARB) –

If you are applying for an exam or licensure through NCARB – A transfer of record or certification to NH OPLC must be completed before applying.

[You are ready to Apply Online!](#)