



Architects Board of WA

Architectural Practice Examination (APE) in 2020

This document contains the procedural details for the APE in 2020 in WA (current as at 2 June 2020). If you are planning to sit the APE in 2021, please contact the Board at the relevant time for the current details.

APE Parts 1 & 2 – Logbook & National Examination Paper (NEP)

- Ordinarily, two rounds of the APE are conducted each year – Round One in April/June and Round Two in August/October.
- However, due to the COVID-19 pandemic, the Architects Accreditation Council of Australia (AACAA) determined, in March 2020, that Round One of the APE for 2020 would be postponed.
- Note that if you submitted a Part 1 & 2 application for Round One of the APE in 2020 prior to notice of the postponement and you were advised that you had passed Part 1, you will automatically be enrolled to sit the Part 2 NEP in 2020.
- If you were intending to apply for Round Two of the APE in 2020, applications for Parts 1 & 2 will open at **9am on Tuesday, 2 June 2020 and will close at 5pm on Tuesday, 16 June 2020.**
- Please note that there will not be any extensions for enrolment so, if your complete submission is not received at the Board's offices by **5pm on Tuesday, 16 June 2020**, you will have to apply for the APE in 2021. It is therefore recommended that candidates submit their applications as soon as possible so there is a chance to fix any deficiencies before enrolments close.
- The instructions for what your Part 1 & 2 enrolment submission should include are set out on page 2 of the Board's **Information Sheet 11** titled "**Logbook Submission Instructions**". This can be found in the "**Useful Resource**" section on the home page of the Board's website (www.architectsboard.org.au). This Information Sheet also contains a "**Logbook Submission Checklist**" which needs to be completed, and included, with your submission.
- Note that ordinarily the Board requires both a hard-copy submission and an electronic submission as part of your Part 1 & 2 APE application. However, in light of the COVID-19 restrictions limiting visitation to the Board's offices, the two parts of the submission can both be electronic and emailed to the Board for the purposes of the 2020 APE.

- You will be notified by letter, approximately two weeks after the close of enrolments, as to whether your Logbook is satisfactory and you are eligible to sit Part 2 of the APE.
- The fee for Parts 1 & 2 of the APE is **\$363.25**. However, if you are not successful with Part 1, you will only be charged a fee of **\$198.25** to cover the assessment of your Logbook.
- Given the ongoing challenges posed by COVID-19, the AACA has now determined that the most practicable and fair way of implementing the Part 2 NEP, to maximise the opportunity for successful candidates of the APE to apply for registration as an architect in 2020, is for online delivery via remote proctoring for all candidates on **Tuesday, 18 August 2020**. Details regarding the online delivery of the NEP will be provided directly to candidates as soon as they are available.
- You will receive your Part 2 NEP results by letter from the Board, approximately three weeks after taking the exam.
- If you have not been successful, you will have two years within which to re-sit the Part 2 NEP. The fee for re-sitting Part 2 is **\$165**. Note, however, that you will have to update your Logbook and Statement of Practical Experience in order to re-sit the Part 2 NEP.

APE Part 3 – Examination by Interview

- If you have passed the Part 2 NEP, you will be sent a letter advising of your success and inviting you to enrol for Part 3 by submitting the Board's **Form 13**. Applications for Part 3 will open at **9am on Tuesday, 15 September 2020 and will close at 5pm on Tuesday, 22 September 2020**. You can submit your Part 3 enrolment form by email. The fee for Part 3 is **\$311.35**.
- Note that you must sit Part 3 of the APE within two years of the notification of your success in Part 2, otherwise you will be required to complete Parts 1 & 2 of the APE again.
- Part 3 interviews are, as at 2 June 2020, scheduled to be held during the weeks commencing on **Monday, 5 October 2020 and Monday, 12 October 2020**. Interviews are normally held in person at the Board's offices at 33 Broadway, Nedlands. Note that due to the ongoing impact of COVID-19 restrictions, these dates and details are subject to change and candidates are advised to regularly consult both the Board's and the AACA's websites for current details.
- Once you have enrolled for Part 3, you will receive a letter from the Board advising of the date, and time, for your interview.
- Approximately one to two weeks after your interview, you will be advised by letter from the Board of the outcome of your Part 3 interview.
- If you have not been successful, you will have two years within which to successfully complete part 3, failing which you will be required to complete Parts 1 & 2 again.
- If you re-sit Part 3, you will have to pay a further fee of **\$311.35**. You will also have to update your Logbook and Statement of Experience.

Grievances

- If you have been unsuccessful in any part of the APE process and wish to lodge a grievance, you must lodge it in writing with the Board within 21 days of receiving notification of the outcome in question. The grievance will then be referred to the State Convenor who will take whatever action they consider appropriate for resolution of the grievance.
- Further details regarding the grievance process are contained in the **AACA “APE Procedure for Candidates”** document which can be found on their website (www.aaca.org.au).

For further information, please consult the **“Useful Resources”** section of the Board’s website on the home page where you will find all of the Board’s Information Sheets and Forms and the **“For Graduates”** tab where there is a dedicated APE section.