

Architectural Practice Exam – Details for Round One 2022

Architects Board of Western Australia

22 December 2021

This handout contains the procedural details for Round One of the Architectural Practice Exam (APE) in 2022 in Western Australia. If you are planning to sit the APE in Round Two in 2022 or thereafter, please contact the Board at that time for the current details.

APE Parts 1 & 2 – Logbook & National Examination Paper

- Applications for enrolment in Parts 1 & 2 of the APE will run from **9am on Monday, 10 January 2022** until **4pm on Friday, 21 January 2022**.
- 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 **4pm on 21 January 2022**, you will have to apply for the next round. 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 Resources**" section on the home page of the Board's website (www.architectsboard.org.au). This Information Sheet contains a "**Logbook Submission Checklist**" which needs to be completed, and included, with your submission.
- Note that there is both a hard-copy submission (which can either be posted or hand-delivered) and an electronic submission, which needs to be emailed to the Board. The Enrolment Fee for Parts 1 & 2 is **\$465**.
- You will be notified by letter, approximately 2 to 3 weeks after the close of enrolments, as to whether your Logbook is satisfactory and you are eligible to sit Part 2 of the APE. Note that if you are not successful with Part 1, you will be refunded the fee of **\$215**.
- Part 2 – the **National Examination Paper** - will be held on **Tuesday, 12 April 2022** via remote proctoring which involves sitting the exam under live supervision using your own computer. There will be a range of booking times which you can select from throughout the day, commencing from 9am. The check-in process will take about 15 minutes and the default exam time is 90 minutes.
- You will receive your Part 2 results by letter from the Board, generally within 4 weeks after sitting the exam.
- If you have not been successful, you will have 2 years within which to re-sit Part 2. The fee for re-sitting Part 2 is **\$215**.
- Note, however, that you will have to update your Logbook and Statement of Experience in order to re-sit Part 2.



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APE Part 3 – Examination by Interview

- If you have passed Part 2, 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**. The Enrolment Fee for Part 3 is **\$395**. Enrolments for Part 3 will be open from **9am on Monday, 16 May 2022** to **4pm on Friday, 27 May 2022**. You can submit your Part 3 enrolment form by email.
- Note that you have to sit Part 3 within 2 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 will be held between **Monday, 13 June 2022** and **Friday, 24 June 2022**. Interviews are held at the Board's offices at 33 Broadway, Nedlands.
- 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 2 to 3 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 2 years from the date of notification of success in Part 2 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 Enrolment Fee. You will also have to update your Logbook and Statement of Experience.

Complaints about the APE

- 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. Depending on the nature of the grievance, it may be referred to the State Convenor to take whatever action they consider appropriate for resolution of the grievance.
- Further details regarding the grievance process are contained in the **AACA "Procedure for Candidates"** document which can be found under the APE section on their website (www.aaca.org.au).

All of the information contained in this handout can be found on the Board's website in the **"Useful Resources"** section on the home page where you will find all of the Board's Information Sheets and Forms and under the **"Graduates"** tab where there is a dedicated APE section.