

The Nebraska Professional

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Licensure Renewal Learning Experience

By David Quade, Architect

A famous quote by the 17th-century poet William Cowper in "The Task" says, "Variety is the very spice of life, that gives it all its flavor."

One of the aspects of my profession as an architect that I enjoy is associated with the variety of project types I have had the opportunity to work on over the 30 years of my career. Each one has been unique, challenging, rewarding, and flavorful. There are, however, some things in the profession where I find variety to be a bit more cumbersome. Requirements for licensure renewal are one of those items that can be particularly challenging if you happen to be licensed in multiple jurisdictions.

As an architect licensed in ten states, keeping up with the variety of rules and regulations associated with maintaining an active status as a licensed professional in each jurisdiction can be a bit daunting. Am I supposed to renew on a fiscal year, calendar year, annually, biennially, or triennially, or is it tied to the month my licensure was first granted?

On top of your renewal, it is also important to track your continuing education (CE) hours or credits, which also vary from state to state. Some states require CE activities in specific topics such as accessibility, ethics, sustainability, etc., and there are also some states that don't require any CE. For tracking activities in states whose renewal doesn't coincide with the calendar year, are my hours tracked by a 12-month period, the last full calendar year, and how do I tag them as ADA-related when the coding under my AIA membership transcript still calls it HSW? While it would be nice to have a "one-size-fits-all" requirement, unfortunately, variety is the letter of the law, so with that, it is important to make sure you are on top of the requirements associated with your state(s) of licensure to remain in good standing with each governing body to avoid any penalties associated with non-compliance.

As architects in the state of Nebraska, we are required to renew our licensure biennially and to obtain 24 hours of architecture-related learning within that timeframe, one of which must be an hour associated with ethics. For those with last names beginning with the letters A-K, your license expires in odd-numbered years. For those with last names beginning with L-Z, your license expires in even-numbered years. The deadline for your renewal is always December 31st. While Nebraska's requirements are quite straightforward, it is still possible to overlook your renewal, and if overlooked, you risk penalties ranging from late fees to potential termination of your license. If you were to use your license during a timeframe where your license renewal was not current, you risk even more serious disciplinary action by the Nebraska Board of Engineers and Architects.

While the Board does an excellent job of notifying licensees that their license is about to expire through emails and blog posts, I know from personal experience there have been times when I have found these reminders buried in my inbox or, worse, sitting in a junk folder, out of sight and out of mind. I have also completely missed the deadline and found myself paying penalties. Moments like that create unnecessary anxiety. At my architecture firm, we began to explore options where our office might be able to supplement the reminders already sent by the Board to assist in ensuring our licensed staff are current with their renewals.

As a proactive approach, we implemented an internal procedure where our firm's Controller notifies licensees scheduled for renewal that their license renewal needs to occur by the end of the year. Our internal notification occurs in October (generally coinciding with the Board first notification), and our staff are asked to schedule time to complete their online renewal and submit their receipt for reimbursement. Our Controller will then monitor our reimbursement requests each month to confirm who has and has not completed their renewal. For those who did not complete their renewal in October, they receive the same reminder in November and December.

Because we try to maintain internal office-related communications through Microsoft Teams rather than email, reminders are sent through Teams, which also ensures our communication isn't lost in the endless quantity of digital correspondence and advertisements we all receive each day.

With the fourth quarter quickly approaching, we should begin to see those renewal reminders from the Board soon. I encourage you to remedy any shortfall you may still have in your CEUs and get your renewals taken care of well in advance of the end-of-year deadline.

NBEA Lunch and Learn Webinar Series



Thank you to everyone who attended last month's NBEA Lunch and Learn Webinar Series regarding the new rules changes, Board Rule 6.3 regarding coordinating professionals, Board Rule 6.5 regarding technical submissions, and the public works exemption level update. The webinar is now available on the Board's [YouTube channel](https://www.youtube.com/@NEBoardofEngineersArchitects) (<https://www.youtube.com/@NEBoardofEngineersArchitects>). Please click [here](https://www.youtube.com/watch?v=ji4lvc7IEk&t=613s) (<https://www.youtube.com/watch?v=ji4lvc7IEk&t=613s>) to view the webinar.

Additionally, if you missed the prior NBEA Lunch and Learn Webinar Series regarding the Board, the Nebraska Engineers and Architects Regulation Act, and when licensed architects and professional engineers need to be involved in a project's design, you can view that webinar [here](https://www.youtube.com/watch?v=N3f-WQgxyos&t=234s) (<https://www.youtube.com/watch?v=N3f-WQgxyos&t=234s>).

Please follow us on all the Board's social media platforms for upcoming NBEA Lunch and Learn Webinar Series presentations, and never miss any important updates or information!

If you have any suggested topics for future NBEA Lunch and Learn Webinars, please email

nbea.marketing@nebraska.gov (<mailto:nbea.marketing@nebraska.gov>).

Follow-Up Questions from the Latest NBEA Lunch and Learn Webinar Series

Q: Is the coordinating professional requirement new?

A: No. The coordinating professional requirement has been part of the Nebraska E&A Regulation Act since 1997. Current coordinating professional references in the Act and Board rules are located in [Neb. Rev. Stat. §81-3408](https://nebraskalegislature.gov/laws/statutes.php?statute=81-3408) (<https://nebraskalegislature.gov/laws/statutes.php?statute=81-3408>), [81-3437.02](https://nebraskalegislature.gov/laws/statutes.php?statute=81-3437.02) (<https://nebraskalegislature.gov/laws/statutes.php?statute=81-3437.02>), and [Board Rule Section 6.3](https://ea.nebraska.gov/sites/default/files/doc/NBEA_Handbook.pdf#page=42) (https://ea.nebraska.gov/sites/default/files/doc/NBEA_Handbook.pdf#page=42).

Q: Are design professionals practicing in Nebraska through an organization required to have a Certificate of Authorization number?

A: Licensees practicing architecture and/or engineering through an organization in Nebraska are required to obtain a Certificate of Authorization. Each organization that is granted a certificate will be issued a Certificate of Authorization number.

Q: What is Board policy regarding seals on electronically produced drawings?

A: Electronic seals and signatures are allowed in Nebraska through Rule 6.1.3. Licensees are responsible for providing adequate security over their seal and signature, wherever it appears.

Q: If more than one organization is involved in a project, does each organization need to include its Certificate of Authorization number on technical documents?

A: Yes, each organization must include the Certificate of Authorization number assigned to their organization. Please see [Board Rules 6.5.1 and 6.5.3](https://ea.nebraska.gov/sites/default/files/doc/NBEA_Handbook.pdf#page=43) (https://ea.nebraska.gov/sites/default/files/doc/NBEA_Handbook.pdf#page=43).

Q: Does the coordinating professional need to be licensed?

A: Yes. The coordinating professional must be a licensed architect, professional engineer, or professional landscape architect.

Jurisdiction Visits


Earlier this month, Board Public Information Officer Allyson Bennett visited over 20 jurisdictions in western Nebraska, including Sidney, Alliance, and Scottsbluff.


The purpose of these visits was to make sure local building officials were aware of the Board and the E&A Regulation Act, providing them with information such as brochures and *E&A Regulation Act Handbooks*, answer any questions officials may have, and make them aware of resources the Board provides, including our webinar series.


If your jurisdiction would like to schedule a visit to provide materials or other opportunities, please email nbea.marketing@nebraska.gov (mailto:nbea.marketing@nebraska.gov).


NCEES Educator Resources

NCEES offers several resources for educators interested in providing students with information about the licensure process and its career benefits. For many, having a professional license can open doors to career options and lead to a rewarding career that helps protect the health, safety, and welfare of the public. These resources include:

 **Exam Prep Materials** - NCEES publishes practice exams and reference handbooks for candidates preparing for engineering and surveying exams.

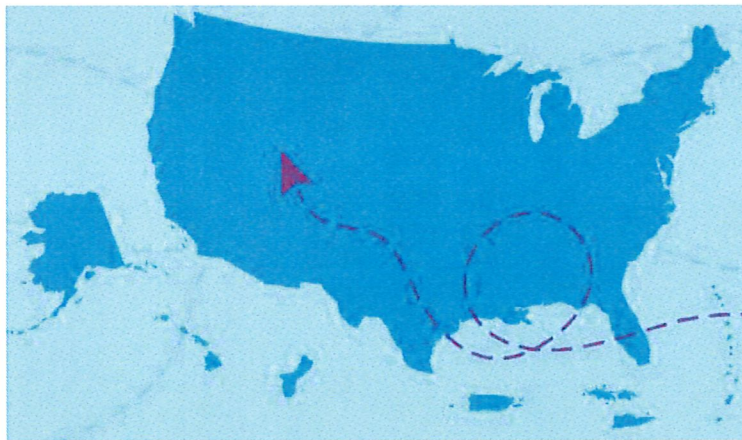
 **Speaker Outreach** - NCEES has developed a Speaker's Link and a Speaker's Kit for engineers. Speaker's Link is a network of licensed engineers and surveyors who can talk to students about the licensure process and provide first-hand accounts of what it takes to become licensed—and how doing so has benefited their careers.

 **Education Awards** - The NCEES Surveying Education Award recognizes surveying/geomatics programs that best reflect NCEES' mission to advance licensure for engineers and surveyors in order to safeguard the health, safety, and welfare of the public.

 **Outcomes Assessments** - NCEES offers free subject matter reports that break down the performance of students and graduates from their programs, comparing results on specific content areas to national averages. These reports can be an excellent means of evaluating program outcomes.

For further information, please click [here](https://ncees.org/outreach/educator-resources/?fbclid=IwZXh0bgNhZW0CMTAAAR2_Umm2aVgJppEmTO071NalZ4NGNwLI8FShAa9EwQdpbVfC8_LcxYPbOS8_aem_KPDuBtEK3cF) (https://ncees.org/outreach/educator-resources/?fbclid=IwZXh0bgNhZW0CMTAAAR2_Umm2aVgJppEmTO071NalZ4NGNwLI8FShAa9EwQdpbVfC8_LcxYPbOS8_aem_KPDuBtEK3cF)

NCARB's New Process for Switching Testing Jurisdictions



NCARB recently released a more automated process for updating an individual's designated testing jurisdiction while completing the Architect Registration Examination (ARE).

Previously, all ARE candidates had to contact NCARB's Customer Relations team directly. With this improved process, all candidates can start the process of updating their jurisdiction through their NCARB Record.

If an individual needs to change their testing jurisdiction—or the jurisdiction where they are seeking initial licensure—here's how to start the process:

1. Log in to **My NCARB** (https://my.ncarb.org/Login/?ReturnUrl=%2fLogin%2fissue%2fwsfed%3fwa%3dwsignin1.0%26wtrealm%3durn%253ancarb%253adashboard%26wctx%3drm%07-16T17%253a19%253a39Z&wa=wsignin1.0&wtrealm=urn%3ancarb%3adashboard&wctx=rm%3d1%26id%3dpassive%26ru%3d%07-16T17%3a19%3a39Z) and navigate to the Exams tab in your NCARB Record.
2. On the ARE Overview page, select **Switch My Testing Jurisdiction**.

3. You will be asked to verify your Record information and read several disclaimers about switching jurisdictions. Once you have reviewed the information, select **Continue** at the bottom of the page.
4. Select your new testing jurisdiction from the dropdown menu and follow the prompts to complete the process.

Keep in mind that each jurisdiction sets its own rules regarding when an individual is eligible to take the ARE. Nebraska has no requirement; one can start testing at any time. In most other states, one can begin testing after completing that jurisdiction's education requirement. Learn more about the jurisdiction switching process, including potential next steps based on your licensure process and your jurisdiction, **on NCARB's website** (https://www.ncarb.org/blog/how-to-switch-your-testing-jurisdiction-my-ncarb?utm_source=NCARB+Email+List&utm_campaign=b55e9d17af-are-update&utm_medium=email&utm_term=0_b55e9d17af-%5BLIST_EMAIL_ID%5D).

Have questions about switching your testing jurisdiction? Please **contact NCARB** (https://www.ncarb.org/contact-us?utm_source=NCARB+Email+List&utm_campaign=b55e9d17af-are-update&utm_medium=email&utm_term=0_b55e9d17af-%5BLIST_EMAIL_ID%5D).

ARE 5.0 Pass Rates See Biggest Increase Yet



The latest edition of NCARB's annual data publication, ***NCARB by the Numbers*** (https://www.ncarb.org/nbtn2024?utm_source=NCARB+Email+List&utm_campaign=dac0d2b959-nbtn&utm_medium=email&utm_term=0_dac0d2b959-%5BLIST_EMAIL_ID%5D), is now available. Focusing on data from the 2023 calendar year, this year's publication provides an inside look at recent trends along the path to licensure, including the positive impact of recent programmatic changes on Architect Registration Examination (ARE) pass rates.

Over the past several years, NCARB has been implementing changes to make the ARE more accessible, including retiring the rolling clock, which placed a 5-year expiration date on passed exam divisions. When NCARB retired the rolling clock, more than 6,600 previously-expired exam divisions were reinstated, bringing 3,000 candidates one step closer to becoming licensed architects.

As a result of all these efforts, pass rates rose by 3% in 2023, the largest yearly increase ARE 5.0 has ever seen.

NCARB by the Numbers' findings are pulled from NCARB's database of nearly 125,000 licensure candidates and architects, making this annual report the most comprehensive source for licensure statistics.

Learn more about trends on the path to licensure in the 2024 edition of ***NCARB by the Numbers*** (https://www.ncarb.org/nbtn2024?utm_source=NCARB+Email+List&utm_campaign=dac0d2b959-nbtn&utm_medium=email&utm_term=0_dac0d2b959-%5BLIST_EMAIL_ID%5D)!

NCARB Live: Jumpstart Your Career in Architecture

NCARB experts shared helpful tips and resources to help you get the most out of your experience and fast-track your time to licensure. The recording is now available on NCARB's **YouTube channel** (https://www.youtube.com/watch?v=Njdl0zMU_B0). Additionally, check out these recommended resources:

- **Licensing Requirements Tool** (https://www.ncarb.org/get-licensed/licensing-requirements-tool?utm_source=NCARB+Email+List&utm_campaign=e69c16598c-ncarb-live&utm_medium=email&utm_term=0_d983a4a390-%5BLIST_EMAIL_ID%5D) | Understand specific requirements where you live with the interactive licensing requirements tool.

- **[Architect Registration Examination® \(ARE®\) Guidelines](https://www.ncarb.org/sites/default/files/ARE-5-Guidelines.pdf?utm_source=NCARB+Email+List&utm_campaign=e69c16598c-ncarb-live&utm_medium=email&utm_term=0_-d983a4a390-%5BLIST_EMAIL_ID%5D)** (https://www.ncarb.org/sites/default/files/ARE-5-Guidelines.pdf?utm_source=NCARB+Email+List&utm_campaign=e69c16598c-ncarb-live&utm_medium=email&utm_term=0_-d983a4a390-%5BLIST_EMAIL_ID%5D) | Understand everything you need to prepare for a successful test day, including exam policies and content.
 - **[Architectural Experience Program® \(AXP®\) Guidelines](https://www.ncarb.org/sites/default/files/AXP-Guidelines.pdf?utm_source=NCARB+Email+List&utm_campaign=e69c16598c-ncarb-live&utm_medium=email&utm_term=0_-d983a4a390-%5BLIST_EMAIL_ID%5D)** (https://www.ncarb.org/sites/default/files/AXP-Guidelines.pdf?utm_source=NCARB+Email+List&utm_campaign=e69c16598c-ncarb-live&utm_medium=email&utm_term=0_-d983a4a390-%5BLIST_EMAIL_ID%5D) | Explore the ins and outs of earning and recording professional experience by reviewing the AXP Guidelines.
 - **[Free ARE 5.0 Practice Exams](https://www.ncarb.org/pass-the-are/prepare/practice-exams?utm_source=NCARB+Email+List&utm_campaign=e69c16598c-ncarb-live&utm_medium=email&utm_term=0_-d983a4a390-%5BLIST_EMAIL_ID%5D)** (https://www.ncarb.org/pass-the-are/prepare/practice-exams?utm_source=NCARB+Email+List&utm_campaign=e69c16598c-ncarb-live&utm_medium=email&utm_term=0_-d983a4a390-%5BLIST_EMAIL_ID%5D) | NCARB's free practice exams feature the same exam format and tools as an actual ARE division exam.
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[The Nebraska Professional #42](https://ea.nebraska.gov/sites/default/files/doc/June_Blog.pdf) (https://ea.nebraska.gov/sites/default/files/doc/June_Blog.pdf)

[The Nebraska Professional #41](/sites/default/files/doc/May_Blog.pdf) (/sites/default/files/doc/May_Blog.pdf)

Please click **[here](https://ea.nebraska.gov/nebraska-professional-archive)** (<https://ea.nebraska.gov/nebraska-professional-archive>) for past issues.

If you have questions about topics in this blog post, previous issues, or other topics that would be helpful to publish in our next release, please **[contact us](mailto:nbea.marketing@nebraska.gov)** (<mailto:nbea.marketing@nebraska.gov>).