

CHAPTER 15. STATE BOARD OF LANDSCAPE ARCHITECTS

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Authority

The provisions of this Chapter 15 issued under the Landscape Architects' Registration Law (63 P. S. §§ 901—913), unless otherwise noted.

Source

The provisions of this Chapter 15 adopted August 29, 1968; amended June 17, 1977, effective June 18, 1977, 7 Pa.B. 1640, unless otherwise noted.

GENERAL PROVISIONS

§ 15.1. Definitions.

The following words and terms, when used in this chapter, have the following meanings, unless the context clearly indicates otherwise:

Act—The Landscape Architects' Registration Law (63 P. S. §§ 901—913).

Approved institution or college—An institution accredited by the American Society of Landscape Architects' published list of accredited programs.

Board—The State Board of Landscape Architects.

CLARB—Council of Landscape Architects Registration Boards.

Comprehensive work sample—A work sample which the applicant submits to meet the experience requirements of the act. Work includes site and develop-

ment plans, specifications and drawings, grading and drainage plans, layout plans, planting plans, storm water management, plans and calculations, details and specifications and photographs of completed projects, cost estimating and supervision of construction.

Design professional—A landscape architect, a land surveyor, an architect or an engineer licensed by the Commonwealth.

Examination—The examination given by CLARB.

Grade and character satisfactory to the Board—A varied and increased level of experience and responsibility evidenced by a comprehensive work sample, technical knowledge and professional experience.

Responsible charge—Under section 2(5) of the act (63 P. S. § 902(5)), for experience to be satisfactory to the Board, it shall be progressive and of an increasing standard of quality and responsibility.

Authority

The provisions of this § 15.1 amended under section 812.1 of The Administrative Code of 1929 (71 P. S. § 279.3a); and section 4(9) of the Landscape Architects' Registration Law (63 P. S. § 904(9)).

Source

The provisions of this § 15.1 amended May 29, 1992, effective May 30, 1992, 22 Pa.B. 2826; amended August 27, 2004, effective August 28, 2004, 34 Pa.B. 4684. Immediately preceding text appears at serial pages (268628) and (290323).

§ 15.2. Board proceedings and meetings.

(a) Under 1 Pa. Code § 31.1 (relating to scope of part), 1 Pa. Code Part II (relating to General Rules of Administrative Practice and Procedure) applies to practice and procedure before the Board, except if provided otherwise in the act or in this chapter.

(b) Five members of the Board constitute a quorum. Board meetings may be conducted according to Roberts' Rules of Order.

(c) If a conflict arises between 1 Pa. Code Part II and Roberts' Rules, 1 Pa. Code Part II applies.

Authority

The provisions of this § 15.2 amended under section 812.1 of The Administrative Code of 1929 (71 P. S. § 279.3a); and section 4(9) of the Landscape Architects' Registration Law (63 P. S. § 904(9)).

Source

The provisions of this § 15.2 adopted January 30, 1976, effective January 31, 1976, 6 Pa.B. 159; amended May 29, 1992, effective May 30, 1992, 22 Pa.B. 2826; amended July 28, 2006, effective July 29, 2006, 36 Pa.B. 4003. Immediately preceding text appears at serial page (309047).

APPLICATION PROCEDURES

§ 15.11. Filing procedures.

- (a) An application for registration shall be submitted to the Board.
- (b) An application shall be submitted on forms provided by the Board along with the appropriate fee.
- (c) An application for examination shall be submitted directly to the professional testing organization along with the fee in accordance with the deadline provided by the professional testing organization.
- (d) The Board may credit an applicant’s experience requirements 4 months in advance of the administration of the examination, if the applicant submits satisfactory certification to the Board that the applicant has attained the required experience during the interim period between the date of application and the date of examination.

Authority

The provisions of this § 15.11 amended under sections 4(2) and (9) and 5 of the Landscape Architects’ Registration Law (63 P. S. §§ 904(2) and (9) and 905); and section 812.1 of The Administrative Code of 1929 (71 P. S. § 279.3a).

Source

The provisions of this § 15.11 amended January 16, 1987, effective January 17, 1987, 17 Pa.B. 253; corrected February 27, 1987, 17 Pa.B. 887; amended March 16, 1990, effective March 17, 1990, 20 Pa.B. 1499; amended May 29, 1992, effective May 30, 1992, 22 Pa.B. 2826; amended August 27, 2004, effective August 28, 2004, 34 Pa.B. 4684; amended July 28, 2006, effective July 29, 2006, 36 Pa.B. 4003. Immediately preceding text appears at serial page (309048).

§ 15.12. Fees.

Following is the schedule of fees charged by the Board:

Application for licensure under § 15.54(b)(1), (2) and (3) or § 15.56(a)(3).....	\$60
Application for licensure and Board interview under § 15.54(b)(4) and 15.56(a)(1) or (2).....	\$350
Application for licensure by endorsement.....	\$45
Application for temporary permit	\$45
Verification of licensure.....	\$15
Certification of licensure or scores	\$25
Duplicate certificate fee.....	\$5
Biennial registration fee.....	\$125

Provider application for continuing education course approval under § 15.74 (relating to approval of continuing education courses) \$100
Licensee application for continuing education course approval under § 15.77 (relating to licensee application for approval of continuing education courses) \$ 40 (per clock hour)

Authority

The provisions of this § 15.12 amended under sections 4(2), (3) and (9), 5 and 9.1 of the Landscape Architects’ Registration Law (63 P. S. §§ 904(2), (3) and (9), 905 and 909.1); and section 812.1 of The Administrative Code of 1929 (71 P. S. § 279.3a).

Source

The provisions of this § 15.12 amended January 16, 1987, effective January 17, 1987, 17 Pa.B. 254; corrected February 27, 1987, 17 Pa.B. 887; amended September 30, 1988, effective immediately and applies retroactively to June 1, 1988, 18 Pa.B. 4416; amended March 16, 1990, effective March 17, 1990, 20 Pa.B. 1499; amended May 29, 1992, effective May 30, 1992, 22 Pa.B. 2826; amended December 24, 1993, effective December 25, 1993, 23 Pa.B. 6075; amended January 26, 1996, effective January 27, 1996, and apply to examinations administered on and after September 1, 1995, 26 Pa.B. 327; amended October 23, 1998, effective October 24, 1998, 28 Pa.B. 5340; amended April 30, 1999, effective May 1, 1999, 29 Pa.B. 2295; amended August 25, 2000, effective August 26, 2000, 30 Pa.B. 4429; amended September 28, 2001, effective September 29, 2001, 31 Pa.B. 5450; corrected July 26, 2002, effective September 29, 2001, 32 Pa.B. 3633; amended August 27, 2004, effective August 28, 2004, 34 Pa.B. 4684; corrected January 14, 2005, effective October 5, 2002, 35 Pa.B. 353. Immediately preceding text appears at serial pages (305520) to (305521).

Cross References

This section cited in 49 Pa. Code § 15.31 (relating to certificates of registration—duplicates); 49 Pa. Code § 15.34 (relating to biennial registration inactive status and expired certificates); and 49 Pa. Code § 15.74 (relating to approval of continuing education courses).

§ 15.13. Additional information.

The Board will reserve the right to request additional information from an applicant together with necessary documentary evidence in cases where questions concerning qualifications may arise. The Board may also request a personal interview. Personal appearance before the Board as required shall be at the time and place designated by the Board.

§ 15.14. [Reserved].

Source

The provisions of this § 15.14 amended January 16, 1987, effective January 17, 1987, 17 Pa.B. 254; corrected February 27, 1987, 17 Pa.B. 887; reserved July 28, 2006, effective July 29, 2006, 36 Pa.B. 4003. Immediately preceding text appears at serial pages (309049) to (309050).

§ 15.15. Failure to comply with request of the Board.

Failure to comply within 60 days from date of written request from the Board, for additional evidence or information, or to appear before the Board, when an appearance is deemed necessary by the Board, may be considered as just and sufficient cause for disapproval of the application.

§ 15.16. References.

- (a) Members of the Board may not serve as references for applicants.
- (b) The applicant shall provide three references on the application and shall forward forms to the references to be completed and mailed directly to the Board by the references. The Board will not accept completed reference forms that are sent by the applicant.
- (c) Two references shall be landscape architects licensed by the Board. The remaining reference may be another design professional.
- (d) A reference must attest that the reference is familiar with the applicant's professional work and the applicant's moral character. The Board will accept additional references pertaining to the applicant's moral character from individuals who are not design professionals if the professional references do not have personal knowledge of the applicant's moral character.

Authority

The provisions of this § 15.16 amended under section 812.1 of The Administrative Code of 1929 (71 P. S. § 279.3a); and section 4(9) of the Landscape Architects' Registration Law (63 P. S. § 904(9)).

Source

The provisions of this § 15.16 amended May 29, 1992, effective May 30, 1992, 22 Pa.B. 2826; amended July 28, 2006, effective July 29, 2006, 36 Pa.B. 4003. Immediately preceding text appears at serial page (268633).

Cross References

This section cited in 49 Pa. Code § 15.41 (relating to general requirements).

§ 15.17. Verification of employment records.

The applicant shall submit with the application a verification of employment from the employer stating dates of employment, whether part-time or full-time and duties performed for the required experience periods.

Authority

The provisions of this § 15.17 amended under sections 4 and 5 of the Landscape Architects' Registration Law (63 P. S. §§ 904 and 905); and sections 810(a) and 812.1 of The Administrative Code of 1929 (71 P. S. §§ 279.1(a) and 279.3a).

Source

The provisions of this § 15.17 amended January 16, 1987, effective January 17, 1987, 17 Pa.B. 254; corrected February 27, 1987, 17 Pa.B. 887; amended May 29, 1992, effective May 30, 1992, 22 Pa.B. 2826. Immediately preceding text appears at serial pages (130177) and (130178).

§ 15.18. Certification.

(a) An applicant granted registration will be issued a permanent certificate of registration.

(b) The applicant may begin practicing as a landscape architect when the applicant is identified as a licensee on the Board's website or receives the license from the Board.

Authority

The provisions of this § 15.18 amended under sections 4(2) and (9) and 5 of the Landscape Architects' Registration Law (63 P. S. §§ 904(2) and (9) and 905); and section 812.1(b) of The Administrative Code of 1929 (71 P. S. § 279.3a(b)).

Source

The provisions of this § 15.18 amended January 16, 1987, effective January 17, 1987, 17 Pa.B. 254; corrected February 27, 1987, 17 Pa.B. 887; amended September 30, 1988, effective immediately and applies retroactively to June 1, 1988, 18 Pa.B. 4416; amended May 29, 1992, effective May 30, 1992, 22 Pa.B. 2826; amended July 28, 2006, effective July 29, 2006, 36 Pa.B. 4003. Immediately preceding text appears at serial pages (268633) to (268634).

§ 15.19. [Reserved].

Source

The provisions of this § 15.19 reserved July 28, 2006, effective July 29, 2006, 36 Pa.B. 4003. Immediately preceding text appears at serial page (268634).

§ 15.20. [Reserved].

Source

The provisions of this § 15.20 reserved July 28, 2006, effective July 29, 2006, 36 Pa.B. 4003. Immediately preceding text appears at serial page (268634).

§ 15.21. [Reserved].

Source

The provisions of this § 15.21 reserved May 29, 1992, effective May 30, 1992, 22 Pa.B. 2826. Immediately preceding text appears at serial page (130178).

§ 15.22. Revising classifications.

The Board will reserve the right to establish or change the classification under which the applicant is claiming eligibility.

§ 15.23. Practice by out-of-State landscape architects.

(a) An out-of-State landscape architect may obtain approval from the Board to practice landscape architecture in this Commonwealth for a period not exceeding 30 days in the aggregate in 1 calendar year by submitting proof that:

(1) The principal place of business is located outside of this Commonwealth.

(2) The landscape architect is legally qualified to engage in the practice of landscape architecture in the jurisdiction where the principal place of business is located.

(3) The standards for authority to practice landscape architecture in that jurisdiction are at least equal to those of the Commonwealth.

(b) Failure to comply with this section constitutes a violation of section 11 of the act (63 P. S. § 911) which imposes sanctions on persons who practice landscape architecture without being properly licensed.

Authority

The provisions of this § 15.23 issued under sections 4 and 5 of the Landscape Architects' Registration Law (63 P. S. §§ 904 and 905); and section 810(a) of The Administrative Code of 1929 (71 P. S. § 279.1(a)).

Source

The provisions of this § 15.23 adopted January 16, 1987, effective January 17, 1987, 17 Pa.B. 254; corrected February 27, 1987, 17 Pa.B. 887. Immediately preceding text appears at said page (113978).

ADMINISTRATION**§ 15.31. Certificates of registration—duplicates.**

Only one certificate of registration will be issued to a registered landscape architect, except for a duplicate to replace an original that has been lost or destroyed. Requests for duplicate certificates shall be submitted with the fee set forth in § 15.12 (relating to fees) and the remains of the original certificate or an affidavit setting forth the circumstances of loss.

Authority

The provisions of this § 15.31 amended under section 812.1 of The Administrative Code of 1929 (71 P. S. § 279.3a); and section 4(9) of the Landscape Architects' Registration Law (63 P. S. § 904(9)).

Source

The provisions of this § 15.31 amended May 29, 1992, effective May 30, 1992, 22 Pa.B. 2826; amended July 28, 2006, effective July 29, 2006, 36 Pa.B. 4003. Immediately preceding text appears at serial page (268635).

§ 15.32. Change of name or address.

Responsibility for a name or address change is that of the registrant. Correspondence from the Board not received by the registrant as a result of failure to notify the Board of a name or address change may lead to violation of the act and may cause the registrant to be subject to penalty as set forth in section 4(4), (5) and (6) of the act (63 P. S. § 904(4), (5) and (6)).

Authority

The provisions of this § 15.32 amended under section 4(9) of the Landscape Architects' Registration Law (63 P. S. § 904(9)).

Source

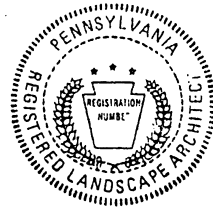
The provisions of this § 15.32 amended July 28, 2006, effective July 29, 2006, 36 Pa.B. 4003. Immediately preceding text appears at serial page (268635).

§ 15.33. Seals.

(a) An approved seal or stamp will be required for a registrant for the purpose of signing and sealing drawings, preliminary documents, specifications and contract documents.

(b) Only one registered landscape architect's name may be used per seal. However, more than one seal or stamp may appear on drawings, specifications and documents.

(c) A registrant shall be required to obtain the authorized seal or a rubber stamp. A sample seal is as follows:



(d) A licensee who fails to obtain a seal or rubber stamp will be subject to disciplinary action and penalties under section 11(b) of the act (63 P. S. § 911(b)).

Authority

The provisions of this § 15.33 amended under section 812.1 of The Administrative Code of 1929 (71 P. S. § 279.3a); and section 4(9) of the Landscape Architects' Registration Law (63 P. S. § 904(9)).

Source

The provision of this § 15.33 amended May 29, 1992, effective May 30, 1992, 22 Pa.B. 2826; amended July 28, 2006, effective July 29, 2006, 36 Pa.B. 4003. Immediately preceding text appears at serial pages (268635) to (268636).

§ 15.34. Biennial registration, inactive status and expired certificates.

(a) *Registration fee.* A landscape architect licensed in this Commonwealth shall pay the biennial registration fee set forth in § 15.12 (relating to fees).

(b) *Inactive status and registration renewal.* A landscape architect who is not engaged in the practice of landscape architecture may request the Board, in writing, to place the landscape architect's name on inactive status. The landscape architect shall notify the Board, in writing, of the landscape architect's desire to reregister. The landscape architect shall comply with the requirements for the renewal of a license that exist at the time the landscape architect applies to become currently registered. There is no fee or penalty for preceding biennial periods in which the landscape architect did not engage in practice in this Commonwealth. The landscape architect applying to return to active status shall submit to the Board an application form prescribed by the Board stating that the applicant has not practiced landscape architecture in this Commonwealth during inactive status and the current renewal fee.

(c) *Lapsed certificates.* A landscape architect who has allowed his certificate of licensure to lapse by failing to pay a biennial renewal fee, may reactivate a certificate by submitting to the Board an application on the form prescribed by the Board. The application shall be accompanied by past due biennial renewal fees, including the biennial renewal fee for the current period and penalty fees as set forth in section 225 of the Bureau of Professional and Occupational Affairs Fee Act (63 P. S. § 1401-225). The payment of these fees does not preclude the Board from taking disciplinary action against the landscape architect for practicing landscape architecture without a current license.

Authority

The provisions of this § 15.34 issued under section 4 of the Landscape Architects' Registration Law (63 P. S. § 904); amended under sections 4 and 5 of the Landscape Architects' Registration Law (63 P. S. §§ 904 and 905); and section 810(a) of The Administrative Code of 1929 (71 P. S. § 279.1(a)).

Source

The provisions of this § 15.34 amended through January 16, 1987, effective January 17, 1987, 17 Pa.B. 254; corrected February 27, 1987, 17 Pa.B. 887; amended May 29, 1992, effective May 30, 1992, 22 Pa.B. 2826; amended July 28, 2006, effective July 29, 2006, 36 Pa.B. 4003. Immediately preceding text appears at serial pages (268636) to (268637).

§ 15.35. The title "landscape architect."

(a) Neither the title "landscape architect" nor a derivation thereof may be affixed or otherwise used in conjunction with a surname, word or business title when used to imply that an individual, associate, partner, corporate officer or business engaged in the practice of landscape architecture when, in fact, the individual, associate, partner, corporate officer or business is not a person or business registered and approved by the Board.

(b) An applicant who has not taken the licensure examination or has not received a passing grade may not use the title “landscape architect.”

Authority

The provisions of this § 15.35 amended under section 812.1 of The Administrative Code of 1929 (71 P. S. § 279.3a); and section 4(9) of the Landscape Architects’ Registration Law (63 P. S. § 904(9)).

Source

The provisions of this § 15.35 amended January 16, 1987, effective January 17, 1987, 17 Pa.B. 254; amended May 29, 1992, effective May 30, 1992, 22 Pa.B. 2826. Immediately preceding text appears at serial page (130180).

§ 15.36. Permitted practices.

(a) A landscape architect may practice alone or with other persons in the form of an association or corporation as permitted by law.

(b) A landscape architect, partnership, professional corporation, association or other group practice may do business under a fictitious name and advertise in any medium if the name and the advertisement are not misleading, deceptive or fraudulent

(c) A landscape architect shall sign documents which arise out of the rendering of professional services.

Authority

The provisions of this § 15.36 amended under sections 4 and 5 of the Landscape Architects’ Registration Law (63 P. S. §§ 904 and 905); and sections 810(a) and 812.1 of The Administrative Code of 1929 (71 P. S. §§ 279.1(a) and 279.3a).

Source

The provisions of this § 15.36 amended January 16, 1987, effective January 17, 1987, 17 Pa.B. 254; corrected February 27, 1987, 17 Pa.B. 887; amended May 29, 1992, effective May 30, 1992, 22 Pa.B. 2826; amended July 28, 2006, effective July 29, 2006, 36 Pa.B. 4003. Immediately preceding text appears at serial pages (268637) to (268638).

§ 15.37. [Reserved].

Source

The provisions of this § 15.37 adopted May 29, 1992, effective May 30, 1992, 22 Pa.B. 2826; reserved July 28, 2006, effective July 29, 2006, 36 Pa.B. 4003. Immediately preceding text appears at serial page (268638).

EXPERIENCE

§ 15.41. General requirements.

(a) For experience to be of a grade and character satisfactory to the Board, it must be progressive and of a varied and increasing level of experience and

responsibility evidenced by a comprehensive work sample, technical knowledge and professional experience.

(b) Professional experience means 2 years of experience obtained under the supervision of a design professional. If the applicant is not supervised by a landscape architect, the applicant shall have his professional work product reviewed by a registered landscape architect every 6 months for 2 consecutive years. This person shall be one of the applicant's landscape architect references under § 15.16(c) (relating to references).

(c) Acceptable military experience shall have been spent engaged in landscape architecture of a grade and character satisfactory to the Board.

(d) Professional experience gained while pursuing an undergraduate degree in landscape architecture or first professional degree will not be considered by the Board as an acceptable experience.

Authority

The provisions of this § 15.41 amended under section 812.1 of The Administrative Code of 1929 (71 P. S. § 279.3a); and section 4(9) of the Landscape Architects' Registration Law (63 P. S. § 904(9)).

Source

The provisions of this § 15.41 amended May 29, 1992, effective May 30, 1992, 22 Pa.B. 2826; amended July 28, 2006, effective July 29, 2006, 36 Pa.B. 4003. Immediately preceding text appears at serial page (305523).

EXAMINATIONS

§ 15.51. Eligibility.

An applicant qualifying under section 6(b) of the act (63 P. S. § 906(b)) is eligible to take the regular examination which will be an examination administered on the dates and times and at the places established by the professional testing organization. A copy of the instructions will be furnished to the applicant.

(1) *Examination.* The examination will be given on dates selected by the professional testing organization.

(2) *Examination sites.* The examination will be given at locations as may be determined by the professional testing organization.

(3) *Due notice.* An applicant eligible to take the examination will be given notice of the date, time and place of examination and will be given specific preexamination instructions. An applicant shall immediately advise the professional testing organization specified on the preexamination instructions as to intent to sit or not to sit for the examination, once declared eligible.

(4) *Forfeiture.* An applicant who fails to sit for the examination, or any part of the examination, forfeits the examination fee and shall submit a new application fee.

Authority

The provisions of this § 15.51 issued under section 812.1(b) of The Administrative Code of 1929 (71 P. S. § 279.3a(b)); and section 4 of the Landscape Architects' Registration Law (63 P. S. § 904); amended under sections 4(2) and (9) and 5 of the Landscape Architects' Registration Law (63 P. S. §§ 904(2) and (9) and 905); and section 812.1 of The Administrative Code of 1929 (71 P. S. § 279.3a).

Source

The provisions of this § 15.51 amended March 18, 1983, effective March 19, 1983, 13 Pa.B. 1065; amended January 16, 1987, effective January 17, 1987, 17 Pa.B. 254; corrected February 27, 1987, 17 Pa.B. 887; amended September 30, 1988, effective immediately and applied retroactively to June 1, 1988, 18 Pa.B. 4416; amended May 29, 1992, effective May 30, 1992, 22 Pa.B. 2826; amended August 27, 2004, effective August 28, 2004, 34 Pa.B. 4684. Immediately preceding text appears at serial pages (268639) to (268640).

§ 15.52. [Reserved].

Source

The provisions of this § 15.52 amended May 29, 1992, effective May 30, 1992, 22 Pa.B. 2826; reserved August 27, 2004, effective August 28, 2004, 34 Pa.B. 4684. Immediately preceding text appears at serial page (268640).

§ 15.53. Grading.

- (a) Test results will be recorded by the Board in a permanent record of the applicant.
- (b) To qualify for registration, an applicant shall receive a passing grade on each part or division of the examination. An applicant will have unlimited opportunities to retake portions of the examination which were failed.

Authority

The provisions of this § 15.53 amended under section 812.1 of The Administrative Code of 1929 (71 P. S. § 279.3a); and section 4(9) of the Landscape Architects' Registration Law (63 P. S. § 904(9)).

Source

The provisions of this § 15.53 amended May 29, 1992, effective May 30, 1992, 22 Pa.B. 2826; amended August 27, 2004, effective August 27, 2004, 34 Pa.B. 4684. Immediately preceding text appears at serial page (268641).

§ 15.54. Registration by examination.

An applicant who meets one or more of the following requirements is eligible for licensure by written examination:

- (1) An individual who has received an undergraduate degree in landscape architecture from an approved institution or college and after graduation has at least 2 years of practical experience in landscape architectural work of a grade and character satisfactory to the Board.

(2) An individual who has received an undergraduate degree in landscape architecture from an approved institution or college and has completed at least 1 year of graduate school in landscape architecture, and after graduation also has at least 1 year of practical experience in landscape architectural work of a grade and character satisfactory to the Board.

(3) An individual who has received a graduate degree in landscape architecture from an approved institution or college and has an undergraduate degree in another subject matter, and after graduation also has at least 2 years of practical experience in landscape architectural work of a grade and character satisfactory to the Board.

(4) An individual who has not graduated from an approved institution or college but has at least 8 years of practical experience in landscape architectural work of a grade and character satisfactory to the Board.

Authority

The provisions of this § 15.54 amended under section 812.1 of The Administrative Code of 1929 (71 P. S. § 279.3a); and section 4(9) of the Landscape Architects' Registration Law (63 P. S. § 904(9)).

Source

The provisions of this § 15.54 amended May 29, 1992, effective May 30, 1992, 22 Pa.B. 2826; amended July 28, 2006, effective July 29, 2006, 36 Pa.B. 4003. Immediately preceding text appears at serial pages (305524) to (305525).

Cross References

This section cited in 49 Pa. Code § 15.12 (relating to fees).

§ 15.55. Review of examination results.

An applicant seeking to review examination results shall make arrangements with the professional testing organization.

Authority

The provisions of this § 15.55 amended under sections 4(2) and (9) and 5 of the Landscape Architects' Registration Law (63 P. S. §§ 904(2) and (9) and 905); and section 812.1 of The Administrative Code of 1929 (71 P. S. § 279.3a(b)).

Source

The provisions of this § 15.55 amended September 30, 1988, effective immediately and applied retroactively to June 1, 1988, 18 Pa.B. 4416; amended May 29, 1992, effective May 30, 1992, 22 Pa.B. 2826. Immediately preceding text appears at serial page (130182).

§ 15.56. Registration without examination.

(a) *Requirements.* An applicant who meets one or more of the following requirements is eligible for registration without examination:

(1) An individual who possesses 10 years of practical experience in landscape architecture, of a grade and character satisfactory to the Board, and who has graduated from an approved institution.

(2) An individual who possesses 15 years of practical experience in landscape architecture of a grade and character satisfactory to the Board.

(3) An individual who has passed the examination in another state with a score required by the Board and who has met the education experience requirements of the act.

(b) *Procedure.*

(1) Prior to issuing a license without examination, the Board will require the applicant to appear before representatives of the Board for an interview. The applicant will be required to submit the following work samples to the representatives during the interview:

- (i) Site and development plans.
- (ii) Specifications and drawings.
- (iii) Grading and drainage plans.
- (iv) Layout plans.
- (v) Planting plans.
- (vi) Stormwater management plans and calculations.
- (vii) Site construction details and specifications.
- (viii) Photographs of completed projects.
- (ix) Evidence of cost estimating and supervision of construction.
- (x) A variety of project types including experience with residential subdivision, commercial land developments, environmental projects and park and recreation projects.

(2) *Submission of work samples.*

(i) The applicant shall submit original work samples in support of an application for registration without examination, unless the Board agrees to accept photocopies for good cause shown by the applicant.

(ii) The work samples will be returned to the applicant at the conclusion of all proceedings related to the application.

(3) Prior to issuing a license without examination, the Board will review the applicant's qualifications, and by a majority vote approve or disapprove the application.

(4) If an application has been disapproved, the Board may vote to allow the applicant to take the written examination.

Authority

The provisions of this § 15.56 issued under section 812.1 of The Administrative Code of 1929 (71 P. S. § 279.3a); and section 4(9) of the Landscape Architects' Registration Law (63 P. S. § 904(9)); amended under section 812.1 of The Administrative Code of 1929 (71 P. S. § 279.3a); and section 4 of the Landscape Architects' Registration Law (63 P. S. § 904).

Source

The provisions of this § 15.56 adopted May 29, 1992, effective May 30, 1992, 22 Pa.B. 2826; amended August 27, 2004, effective August 28, 2004, 34 Pa.B. 4684; amended July 28, 2006, effective July 29, 2006, 36 Pa.B. 4003. Immediately preceding text appears at serial page (305526).

Cross References

This section cited in 49 Pa. Code § 15.12 (relating to fees).

§ 15.57. Registration by endorsement.

(a) *General requirements.* An applicant who has passed the examination, holds an unexpired license from another state or foreign country, has a graduate or undergraduate degree in landscape architecture from an approved institution or college and possesses 2 years of practical experience in landscape architecture of a grade or character satisfactory to the Board, may be granted registration by endorsement following the filing of an application and a Board review of the applicant's comprehensive work sample.

(b) *Endorsement.*

(1) An applicant who requests registration by endorsement shall submit with the application an official certification of registration in the applicant's home state, territory or country from the secretary of the examining or registration board or other certifying official, stating on what basis registration was granted, whether by oral or written examination or exemption, and whether the registration is in good standing at the time of the application for registration in this Commonwealth.

(2) An applicant who requests registration by endorsement shall submit with the application complete information relative to training, education and experience as may be required by the Board.

(c) *Exception.* An applicant who received a license from another jurisdiction, without having passed the examination, is not entitled to registration by endorsement.

Authority

The provisions of this § 15.57 issued under section 812.1 of The Administrative Code of 1929 (71 P. S. § 279.3a); and section 4(9) of the Landscape Architects' Registration Law (63 P. S. § 904(9)); amended under section 812.1 of The Administrative Code of 1929 (71 P. S. § 279.3a); and section 4 of the Landscape Architects' Registration Law (63 P. S. § 904).

Source

The provisions of this § 15.57 amended May 29, 1992, effective May 30, 1992, 22 Pa.B. 2826; amended September 28, 2001, effective September 29, 2001, 31 Pa.B. 5450; amended August 27, 2004, effective August 28, 2004, 34 Pa.B. 4684. Immediately preceding text appears at serial page (284349).

PROFESSIONAL OBLIGATIONS, COMPETENCE AND CONDUCT

§ 15.61. [Reserved].

Source

The provisions of this § 15.61 amended January 16, 1987, effective January 17, 1987, 17 Pa.B. 254; corrected February 27, 1987, effective January 17, 1987, 17 Pa.B. 887; reserved June 30, 1989, effective July 1, 1989, 19 Pa.B. 2754. Immediately preceding text appears at serial page (130183).

§ 15.62. General reporting requirements.

(a) An applicant for biennial registration shall report the following information to the Board:

- (1) A similar license issued by another state, territory or country.
- (2) Disciplinary action taken against the applicant by a licensing authority in another state, territory or country.
- (3) A finding or verdict of guilt, an admission or guilt or a plea of nolo contendere to a felony charge or an offense in connection with the practice of landscape architecture or involving moral turpitude in a court of competent jurisdiction.

(b) An applicant for biennial registration shall report matters enumerated in subsection (a) on the application at the time of biennial registration or in writing within 90 days of the final disposition of the matters, whichever is sooner.

Authority

The provisions of this § 15.62 issued under sections 4 and 5 of the Landscape Architects' Registration Law (63 P. S. §§ 904 and 905); and section 810(a) of The Administrative Code of 1929 (71 P. S. § 279.1(a)).

Source

The provisions of this § 15.62 adopted January 16, 1987, effective January 17, 1987, 17 Pa.B. 254; corrected February 27, 1987, effective January 17, 1987, 17 Pa.B. 887. Immediately preceding text appears at serial page (113982).

§ 15.63. Misconduct.

A landscape architect who is found guilty by the Board of misconduct in the practice of landscape architecture is subject to disciplinary action under section 4(4) of the act (63 P. S. § 904(4)). Misconduct in the practice of landscape architecture includes the following:

- (1) Failing to exercise good faith in the performance of landscape architecture as an agent or employee of another.
- (2) Knowingly making or issuing a misleading, deceptive or fraudulent statement in regard to an aspect of his or another landscape architect's practice.
- (3) Performing landscape architectural work which the landscape architect knows or has reason to know that he is not competent to perform.

- (4) Delegating a professional responsibility to a person when the landscape architect knows or has reason to know that the person is not qualified by training, experience, license or certification to assume the responsibility.
- (5) Knowingly aiding or abetting a person who is not licensed and registered, or exempt from licensure and registration requirements in performing a landscape architectural work.
- (6) Knowingly aiding or abetting a person who is not qualified by training or experience in seeking licensure to practice landscape architecture.
- (7) Misrepresenting or concealing a material fact in obtaining a license to practice landscape architecture or its reinstatement.
- (8) Using or permitting the use of the professional seal on a document when the landscape architect did not actually prepare the document or supervise its preparation.
- (9) Violating the act or this chapter.
- (10) Failure to furnish evidence of completion of continuing education as requested by the Board or the furnishing of false or fraudulent information pertaining to the completion of continuing education.

Authority

The provisions of this § 15.63 amended under sections 4(9), 5 and 9.1 of the Landscape Architects' Registration Law (63 P. S. §§ 904(9), 905 and 909.1).

Source

The provisions of this § 15.63 adopted June 30, 1989, effective July 1, 1989, 19 Pa.B. 2754; amended August 25, 2000, effective August 26, 2000, 30 Pa.B. 4429. Immediately preceding text appears at serial pages (208618) to (208619).

CONTINUING EDUCATION

§ 15.71. Definitions.

The following words and terms, when used in this section and §§ 15.72—15.81 (relating to continuing education), have the following meanings, unless the context clearly indicates otherwise:

Biennium—The period from June 1 of an odd-numbered year to May 31 of the next odd-numbered year.

Clock hour—Fifty minutes of instruction or participation in an approved course, not including keynote speeches, luncheon speeches or breaks and marketing or product presentations.

Electronic presentation—Transmittal of information by means of applications such as computer technology, telecommunications, television, and the like.

Office management—Activity supportive of administrative or business activities and not related to professional practice, including bookkeeping, business development, finance, marketing, taxes, human resources and the use of office equipment.

Provider—A person, agency, organization, institution or association approved by the Board to offer a continuing education organized course.

Satellite seminar—A course provided at a central location and viewed at remote sites by electronic transmission.

Authority

The provisions of this § 15.71 issued under sections 5 and 9.1 of the Landscape Architects' Registration Law (63 P. S. §§ 905 and 909.1).

Source

The provisions of this § 15.71 adopted August 25, 2000, effective August 26, 2000, 30 Pa.B. 4429.

Cross References

This section cited in 49 Pa. Code § 15.75 (relating to responsibilities of course providers).

§ 15.72. Requirement for biennial renewal.

(a) As a condition of biennial renewal commencing with the 2003 biennium and continuing thereafter, licensees shall have completed during the preceding biennium 10 clock hours of continuing education in acceptable courses approved under this subchapter.

(b) The Board will exempt from the continuing education requirement a licensee who received a license within 2 years preceding the licensee's first application for biennial renewal.

(c) A licensee who wishes to reactivate a lapsed license or who has been on inactive status shall have completed 10 hours of continuing education in the 2-year period immediately prior to reactivation.

Authority

The provisions of this § 15.72 issued under sections 5 and 9.1 of the Landscape Architects' Registration Law (63 P. S. §§ 905 and 909.1).

Source

The provisions of this § 15.72 adopted August 25, 2000, effective August 26, 2000, 30 Pa.B. 4429; amended July 28, 2006, effective July 29, 2006, 36 Pa.B. 4003. Immediately preceding text appears at serial page (268646).

Cross References

This section cited in 49 Pa. Code § 15.71 (relating to definitions); and 49 Pa. Code § 15.75 (relating to responsibilities of course providers).

§ 15.73. Acceptable continuing education courses.

(a) Only courses approved by the Board will be accepted for continuing education credit. The licensee shall be responsible for ascertaining the approved status of the course before undertaking a continuing education activity.

(b) Acceptable subject matter for continuing education courses is limited to courses pertaining to the enhancement of the landscape architect's professional skills. The Board will not approve courses in office management.

(c) A maximum of 1/2 of the required clock hours per biennium will be accepted in courses consisting of satellite seminars, electronic presentations and correspondence courses.

Authority

The provisions of this § 15.73 issued under sections 4(9), 5 and 9.1 of the Landscape Architects' Registration Law (63 P. S. §§ 904(9), 905 and 909.1).

Source

The provisions of this § 15.73 adopted August 25, 2000, effective August 26, 2000, 30 Pa.B. 4429; amended July 28, 2006, effective July 29, 2006, 36 Pa.B. 4003. Immediately preceding text appears at serial pages (268646) to (268647).

Cross References

This section cited in 49 Pa. Code § 15.71 (relating to definitions); and 49 Pa. Code § 15.75 (relating to responsibilities of course providers).

§ 15.74. Approval of continuing education courses.

(a) A provider seeking approval to offer a continuing education course, other than a provider identified in § 15.76 (relating to sources of continuing education courses), shall submit an application, accompanied by the fee in § 15.12 (relating to fees), at least 120 days before the scheduled presentation date of the course. The Board will conduct a final review of an application, if required, at its next regularly scheduled meeting.

(b) The application shall include the following information:

- (1) The full name and address of the provider.
- (2) The title of the course and subjects covered.
- (3) The date and location of the course.
- (4) The names, titles, affiliations and degrees of instructors.
- (5) The schedule of the course. A detailed syllabus and time allocated for each portion of the course.
- (6) A breakdown of the number of clock hours for each portion of the course scheduled.
- (7) The method of certifying attendance.
- (8) The course coordinator.
- (9) Evidence of compliance with the standards in § 15.75 (relating to responsibilities of course providers).

(c) Disapprovals of courses will include statements setting forth the reasons for disapproval. Providers may submit new applications which document alterations made to meet Board requirements.

Authority

The provisions of this § 15.74 issued under sections 5 and 9.1 of the Landscape Architects' Registration Law (63 P. S. §§ 905 and 909.1).

Source

The provisions of this § 15.74 adopted August 25, 2000, effective August 26, 2000, 30 Pa.B. 4429.

Cross References

This section cited in 49 Pa. Code § 15.12 (relating to fees); 49 Pa. Code § 15.71 (relating to definitions); 49 Pa. Code § 15.75 (relating to responsibilities of course providers); and 49 Pa. Code § 15.77 (relating to licensee application for approval of continuing education courses).

§ 15.75. Responsibilities of course providers.

(a) Providers shall supply adequate facilities that provide physical access to licensees in conformance with applicable law except for satellite seminars and electronic presentations.

(b) Providers shall insure that instructors are qualified.

(c) Providers seeking Board approval of a course shall present evidence that the course material and subject matter will enhance landscape architects' professional knowledge and practice skills.

(d) Providers shall inform the Board of material modifications in courses before modifications are implemented. Approval may be withdrawn if changes do not comply with the act and §§ 15.71—15.74, 15.76—15.81 and this section.

(e) Providers of satellite seminars or electronic presentations shall document affiliation with an educational institution or other entity identified in § 15.76 (relating to sources of continuing education courses) or provide a mechanism to test or evaluate the licensee's successful completion of the course.

Authority

The provisions of this § 15.75 issued under sections 5 and 9.1 of the Landscape Architects' Registration Law (63 P. S. §§ 905 and 909.1).

Source

The provisions of this § 15.75 adopted August 25, 2000, effective August 26, 2000, 30 Pa.B. 4429.

Cross References

This section cited in 49 Pa. Code § 15.71 (relating to definitions); and 49 Pa. Code § 15.78 (relating to withdrawal of approval of a course).

§ 15.76. Sources of continuing education courses.

The Board finds the courses provided, approved, sponsored or co-sponsored by the following entities meet the standards of the act and this subchapter:

- (1) The American Society of Landscape Architects and its chapters.
- (2) The American Nursery & Landscape Association and its chapters.
- (3) The American Planning Association and its chapters.
- (4) The American Institute of Architects and its chapters.
- (5) The National Society of Professional Engineers and its chapters.
- (6) The National Recreation and Parks Association and its chapters.
- (7) The Pennsylvania Society of Land Surveyors.
- (8) The Urban Land Institute.
- (9) Accredited landscape architect programs or programs in fields related to landscape architecture in colleges and universities.
- (10) Agencies of the Commonwealth and Federal government offering training programs in landscape architecture and its related fields.
- (11) The Council of Landscape Architects Registration Boards (CLARB) or its successor.

Authority

The provisions of this § 15.76 issued under sections 4(9), 5 and 9.1 of the Landscape Architects' Registration Law (63 P. S. §§ 904(9), 905 and 909.1).

Source

The provisions of this § 15.76 adopted August 25, 2000, effective August 26, 2000, 30 Pa.B. 4429; amended July 28, 2006, effective July 29, 2006, 36 Pa.B. 4003. Immediately preceding text appears at serial pages (268648) to (268649).

Cross References

This section cited in 49 Pa. Code § 15.71 (relating to definitions); 49 Pa. Code § 15.74 (relating to approval of continuing education courses); 49 Pa. Code § 15.75 (relating to responsibilities of course providers); and 49 Pa. Code § 15.77 (relating to licensee application for approval of continuing education courses).

§ 15.77. Licensee application for approval of continuing education courses.

(a) A licensee may apply for approval of a course not approved by the Board under § 15.74 or § 15.76 (relating to approval of continuing education courses; and sources of continuing education courses) on a one-time basis per biennium. A licensee shall submit an application for approval and the required fee at least 60 days prior to the date the course commences.

(b) The application shall include the supporting documentation required by § 15.74(b).

Authority

The provisions of this § 15.77 issued under sections 5 and 9.1 of the Landscape Architects' Registration Law (63 P. S. §§ 905 and 909.1).

Source

The provisions of this § 15.77 adopted August 25, 2000, effective August 26, 2000, 30 Pa.B. 4429.

Cross References

This section cited in 49 Pa. Code § 15.12 (relating to fees); 49 Pa. Code § 15.71 (relating to definitions); and 49 Pa. Code § 15.75 (relating to responsibilities of course provisions).

§ 15.78. Withdrawal of approval of a course.

The Board may, following notice and hearing under 2 Pa.C.S. §§ 501—508 (relating to practice and procedure of Commonwealth agencies), withdraw the approval of an approved course if the Board finds one or more of the following:

- (1) The Board's approval of the course was acquired by misrepresentation.
- (2) The provider fails to maintain compliance with § 15.75 (relating to responsibilities of course providers).
- (3) The provider refuses to allow reasonable inspection or to supply information on request of the Board or its representatives.
- (4) The provider and the course otherwise do not comply with this chapter.

Authority

The provisions of this § 15.78 issued under sections 5 and 9.1 of the Landscape Architects' Registration Law (63 P. S. §§ 905 and 909.1).

Source

The provisions of this § 15.78 adopted August 25, 2000, effective August 26, 2000, 30 Pa.B. 4429.

Cross References

This section cited in 49 Pa. Code § 15.71 (relating to definitions); and 49 Pa. Code § 15.75 (relating to responsibilities of course providers).

§ 15.79. Reporting of hours spent in continuing education.

An applicant for license renewal shall certify on the renewal application whether the applicant has completed the required number of hours of Board-approved continuing education courses.

Authority

The provisions of this § 15.79 issued under sections 4(9), 5 and 9.1 of the Landscape Architects' Registration Law (63 P. S. §§ 904(9), 905 and 909.1).

Source

The provisions of this § 15.79 adopted August 25, 2000, effective August 26, 2000, 30 Pa.B. 4429; amended July 28, 2006, effective July 29, 2006, 36 Pa.B. 4003. Immediately preceding text appears at serial page (268650).

Cross References

This section cited in 49 Pa. Code § 15.71 (relating to definitions); and 49 Pa. Code § 15.75 (relating to responsibilities of course providers).

§ 15.80. Retention of records.

(a) The licensee shall retain copies of licensure renewal forms and the certificates, transcripts or other acceptable documentation of completion of the prescribed number of clock hours for 4 years following completion of the course. Records and documentation shall be produced upon demand by the Board or its auditing agents. The Board will utilize a random audit of renewals to determine compliance with the continuing education requirement.

(b) Acceptable documentation of completion shall consist of a document prepared by the provider indicating continuing education course titles, completion dates and clock hours granted.

(c) A provider shall retain records for 4 years following the presentation of a course which shall document the successful completion of a course and the number of clock hours granted to every licensee. Copies of transcripts, certificates or other documentation shall be made available to a licensee upon request.

Authority

The provisions of this § 15.80 issued under sections 5 and 9.1 of the Landscape Architects' Registration Law (63 P. S. §§ 905 and 909.1).

Source

The provisions of this § 15.80 adopted August 25, 2000, effective August 26, 2000, 30 Pa.B. 4429.

Cross References

This section cited in 49 Pa. Code § 15.71 (relating to definitions); and 49 Pa. Code § 15.75 (relating to responsibilities of course providers).

§ 15.81. Waiver.

The Board may waive all or part of the continuing education requirement for biennial renewal upon written documentation by a licensee of illness, emergency or hardship. A waiver request will be evaluated by the Board on a case-by-case basis. The Board will send written notification of its approval or denial of a waiver request.

Authority

The provisions of this § 15.81 issued under sections 5 and 9.1 of the Landscape Architects' Registration Law (63 P. S. §§ 905 and 909.1).

Source

The provisions of this § 15.81 adopted August 25, 2000, effective August 26, 2000, 30 Pa.B. 4429.

Cross References

This section cited in 49 Pa. Code § 15.71 (relating to definitions); and 49 Pa. Code § 15.75 (relating to responsibilities of course providers).

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