TEXAS Board of
Architectural Examiners
Architects • Landscape Architects • Registered Interior Designers

P.O. Box 12337   •Austin, TX 78711-2337
PH 512.305.9000 FAX 512.305.8900
www.tbae.texas.gov

ARCHITECT REGISTRATION BY REINSTATEMENT

According to the Reinstatement Rule 1.66, Subchapter D, if your registration has been revoked or surrendered for a period greater than five years at the time of filing for reinstatement, you will be required to submit a letter indicating good standing sent directly from your state board. If you cannot furnish such evidence, you will be required to be re-examined prior to reinstatement.

Please complete the form and sign **either** statement "B.1" or "B.2" where indicated on the form.

If you have any questions, please contact the Registration Coordinator at registration@tbae.texas.gov.

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APPLICATION FOR REINSTATEMENT OF ARCHITECT REGISTRATION

Name: _____ Reg. No.:_____

Address: _____City: _____

State: _____Zip Code: _____ Phone: _____ Email: _____

A. Have you had a lapsed, revoked or inactive registration in a state other than Texas for a period of five years or more? If yes, please attach a letter of explanation including state, dates of lapsed registration and reason for lapse.

YES ☐   **NO** ☐

B. Applicant shall sign his/her full name below the correct statement **"B.1" or "B.2"**

   B.1 I certify that I **have not** used the title "Architect" or offered or performed architectural services in the State of Texas, as defined by Texas law, since the date my registration expired.

_____   _____
(Applicant's Signature)   (Date)

   B.2 I certify that I **have** used the title "Architect" and/or offered or performed architectural services in the State of Texas, as defined by Texas law, since the date my registration expired. (Attach an explanation describing these activities.) Please note that if you have practiced architecture improperly or used any form of the title "architect" to describe yourself or your work since the date your registration was revoked, an enforcement case may be opened to determine whether your conduct violated the Architects' Registration Law. Your application could be delayed significantly while the Board's enforcement division addresses the matter.

_____   _____
(Applicant's Signature)   (Date)

In the spring of 2013, the Texas Legislature passed a new law requiring active TBAE registrants to submit a set of fingerprints to be used to conduct a criminal history check. Beginning 1/1/2014, registrants are required to submit fingerprints before returning to Active Status. See our website at https://www.tbae.texas.gov/Registrants/FingerScan for more information about the fingerprinting procedures.
If you have already completed the background check for TBAE, please disregard this step.

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To: Applicant

From: Julie Hildebrand
          Executive Director

Subject: Criminal History Statement

In order to comply with the requirements of applicable law, the Texas Board of Architectural Examiners must determine whether an applicant has been convicted of any crime that might be related to professional registration. Therefore, the Board must obtain certain information from you in order to finish processing your application.

Chapter 53 of the TX OCC Code allows the Board to deny a person's application for professional registration if the person has been convicted for a crime that directly relates to the duties and responsibilities of the profession. This provision applies to any conviction(s) entered after September 1, 1981. The Board has implemented a regulation that requires every applicant to disclose information regarding criminal convictions.

In light of the laws described above, the Board hereby requests that you complete and sign the enclosed statement. You must complete the statement even if you have never been convicted of a crime. The Board also requests that you provide a written summary of any conviction(s) entered against you after September 1, 1981. Your summary should include (1) a description of the offense for which you were convicted, (2) the date of the offense, (3) the date of conviction, (4) the sentence entered and details of how the sentence was served, and (5) the court that entered the conviction. The completed statement and any summaries must be returned to the Board before we may finish procession your application. Please note that the Board may consult with law enforcement agencies to verify the information you provide.

If you have any questions, please address them through correspondence to the Board's Enforcement Division. Thank you for your attention to this matter.

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Criminal History Statement

I have submitted an application for professional registration to the Texas Board of Architectural Examiners. I am aware that Texas law does not allow me to practice professionally until after my application has been approved and I have been assigned an official registration number.

I have read both the Texas Statute and the Rules and Regulations of the Board that will govern my professional practice in Texas. I am aware that it is my responsibility to be aware of the contents of the statute and the rules and to contact the Board if I have questions about their application. I also am aware that ignorance of any of the laws that regulate my professional practice will not protect me from disciplinary action if I fail to comply with the law.

I am aware that I must provide the Board with information related to my criminal history and that the Board may refuse to grant my application for professional registration if I have been convicted of any crime that directly relates to the duties and responsibilities of my profession. I am also aware that, once I am registered with the Board, I must fully disclose information related to any and all criminal convictions at the time of conviction and that the Board may take action against my professional registration if I fail to provide full disclosure of any and all convictions. I hereby certify that I have reported to the Board any and all convictions, other than minor traffic violations, entered against me since September 1, 1981.

Signature_____ Date_____

Printed Name_____