

**Rules Committee Members**

Charles "Chuck" Anastos, Chair

Chad Davis

Sonya Odell

Jennifer Walker

**TEXAS BOARD OF ARCHITECTURAL EXAMINERS**

**Rules Committee Meeting Agenda**

William P. Hobby State Office Building

333 Guadalupe Street

Tower II, Conference Room 350-L

Austin, Texas

**Wednesday, August 16, 2017**

9:00 AM – 10:30 AM

1. Call to Order
2. Roll Call
3. Public Comments
4. Approval of minutes of the June 8, 2017 meeting of the Rules Committee (*Action*)
5. Draft Rules for Proposal relating to Registration as Registered Interior Designer (*Action*)
  - A. Amendment of Rule 5.5 relating to Definitions
  - B. Amendment of Rule 5.31 relating to Registration by Examination
  - C. Amendment of Rule 5.32 relating to Registration by Reciprocal Transfer
  - D. Amendment of Rule 5.33 relating to Application Process
  - E. Amendment of Rule 5.35 relating to Pending Applications
  - F. Amendment of Rule 5.36 relating to Preliminary Evaluation of Criminal History
  - G. Amendment of Rule 5.37 relating to Provisional Licensure
  - H. Amendment of Rule 5.51 relating to Requirements
  - I. Amendment of Rule 5.52 relating to Examination Administration and Scoring
  - J. Amendment of Rule 5.53 relating to Scheduling of Examinations
  - K. Repeal of Rule 5.54 relating to Transfer of Passing Scores
  - L. Amendment of Rule 5.55 relating to Special Accommodations
  - M. Repeal of Rule 5.201 relating to Description of Approved Education for Registration by Examination
  - N. Repeal of Rule 5.202 relating to Description of Approved Experience for Registration by Examination
  - O. Repeal of Rule 5.203 relating to Other Experience and Education
6. Adjourn

**TEXAS BOARD OF ARCHITECTURAL EXAMINERS**  
**Minutes of February 15, 2017 Rules Committee Meeting**

William P. Hobby Jr. Building, 333 Guadalupe Street  
Tower II, Conference Room 350-L  
Austin, TX 78701  
12:30 PM to 1:15 PM

**AGENDA ITEMS**

**DESCRIPTIONS**

**1. Call to Order**

Mr. Anastos called the meeting of the Rules Committee to order at 12:40 p.m.

**2. Roll Call**

Mr. Anastos called the roll and declared a quorum of the Committee was present.

Present Committee Members:

Charles (Chuck) Anastos  
Michael (Chad) Davis  
Jennifer Walker

TBAE Staff Present:

Julie Hildebrand, Executive Director  
Lance Brenton, General Counsel  
Jack Stamps, Managing Investigator  
Mike Alvarado, Registration Manager  
Katherine Crain, Legal Assistant

Others Present:

Debra Dockery, Architect and Chair of TBAE  
David Lancaster, Texas Society of Architects  
Donna Vining, Texas Association for Interior Designers

**Excused and Unexcused absences**

Excused Absence:  
Sonya Odell

**3. Public Comment**

None.

**4. Approval of minutes of the December 1, 2016 meeting of the Rules Committee**

A MOTION WAS MADE AND SECONDED (Davis/Walker) TO APPROVE THE MINUTES FROM THE DECEMBER 1, 2016 RULES COMMITTEE MEETING. THE MOTION PASSED UNANIMOUSLY. (Mr. Anastos abstained from voting on the minutes because he was absent for the December 1, 2016 meeting.)

**5. Draft Rule for Proposal – Draft Rule 7.11, relating to enhanced contract and**

Mr. Brenton presented information on the draft rule for proposal as described on page 4 of the Committee’s materials.

**performance  
monitoring**

A MOTION WAS MADE AND SECONDED (Walker/Davis) TO RECOMMEND THAT THE BOARD APPROVE DRAFT RULE 22 TEX. ADMIN. CODE §7.11 FOR PUBLICATION IN THE TEXAS REGISTER.

**6. Discussion Item – Use  
of the title  
“architectural intern”  
under Board Rule 1.123**

Mr. Brenton presented information on the use of the title “architectural intern” as discussed on page 6 of the committee materials. The Committee members discussed the use of the title “architectural intern” at length, including the current efforts by NCARB to address the intern title issue. No action was taken on this matter.

**9. Adjourn**

A MOTION WAS MADE AND SECONDED (Davis/Walker) TO ADJOURN THE MEETING AT 1:26 P.M. THE MOTION PASSED UNANIMOUSLY.

APPROVED BY THE COMMITTEE:

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CHARLES (CHUCK) ANASTOS, Chair for the Rules Committee  
TEXAS BOARD OF ARCHITECTURAL EXAMINERS

**Draft Amendments to Rules 5.5, 5.31, 5.32, 5.33, 5.35, 5.36, 5.37, 5.51, 5.52, 5.53, and 5.55,  
and Repeal of Rules 5.54, 5.201, 5.202, and 5.203**

**Relating to Eligibility Requirements for Registration as an Interior Designer**

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**Background**

Recently, the legislature passed SB 1932, which amends Tex. Occ. Code 1053.155(b) and changes the educational and experience requirements to become registered as an interior designer by examination. Under the previous law, an applicant for RID registration was required to have graduated from an interior design educational program recognized and approved by the Board, and have professional experience in interior design, as established by the Board. The Board implemented this law by adopting rules under Chapter 5, Subchapters B, C, and J, which specifically identified the educational programs and professional experience that would qualify an applicant for registration by examination.

However, under SB 1932, which becomes effective on September 1, 2017, an applicant is required to satisfy the educational and professional experience requirements for the examination adopted by the Board under Tex. Occ. Code 1053.154. In other words, in order to qualify for registration, an applicant must meet the educational and experience requirements of CIDQ to sit for the CIDQ examination. Since CIDQ's requirements differ from the requirements that had previously been implemented by the Board, it is necessary to revise the Board's rules.

**Draft Amendments**

The processes used to grant registrations are shaped by the registration requirements they implement. In light of the major change in registration requirements, Staff has reexamined all of the Board's rules relating to application, examination, and registration. The attached draft rules not only implement the revised registration requirements, but also amend TBAE processes to ensure a good fit between process and end result. Most notably, the draft amendments include the following changes:

- The rules in Subchapter J, which outlined the Board's eligibility requirements for education and experience, would be repealed. Instead, under Rule 5.31, an applicant would be

required to “demonstrate that the Applicant has satisfied the education and professional experience eligibility requirements adopted by CIDQ to sit for its examination.” Reference to the CIDQ requirements, as opposed to adopting the requirements within the Board’s rules, is preferable because it would not require the Board to engage in rulemaking if CIDQ changes its requirements. Rules 5.33 and 5.51 have also been amended to include reference to the CIDQ requirements.

- Since the Board would no longer have educational and experience requirements that differ from CIDQ, Rule 5.33 would be amended to require CIDQ approval of an applicant’s education and experience in accordance with CIDQ’s requirements prior to filing an application with the Board. Additionally, Rule 5.51 would be amended to eliminate a provision relating to Board approval to take the examination. Individuals may apply for and complete the CIDQ examination independent of the approval of any state regulatory board. Under current practices, over half of new applicants for Texas RID registration by examination have already completed the NCIDQ, and thus the Board does not “approve” these applicants prior to examination. The draft rule would reflect this procedure.
- Many of these rules were drafted to be identical to rules that were adopted for architects, and don’t necessarily align with the procedures at CIDQ. In order to provide further simplification of the rules, it is staff’s recommendation that Rule 5.52 be amended to state that, unless otherwise noted in the rules, the administration and scoring of the NCIDQ examination shall be governed by the procedures adopted CIDQ.
- Current Board rules allow an applicant to be approved for testing prior to the completion of experience requirements (at a different time than what is allowed under CIDQ’s procedures). However, under the revised statute, an application for admission to the registration examination must be accompanied by evidence that the applicant has completed the educational and professional experience requirements of CIDQ. Therefore, it would be inappropriate for the Board to receive an application from an applicant who has not completed CIDQ experience requirements and “approve” that applicant to take the exam early.
  - For this reason, it is staff’s recommendation that Rule 5.53 be simplified to require an applicant to schedule and pass all sections of the NCIDQ within the time period required by CIDQ.

- In other words, rolling clock requirements would be governed by CIDQ policies, and early testing would be governed by CIDQ requirements (which is allowed for certain degrees prior to completion of all experience).
- Rule 5.54, which describes an NCARB process for transferring scores between states, and does not have applicability for the NCIDQ exam, should be repealed.
- Because some individuals will have pending applications for RID registration by examination at the time the Board adopts rule amendments, it is advisable to include grandfathering provisions. Under amendments to Rules 5.31 and 5.53, those individuals may qualify for registration by either:
  - Meeting the educational and professional experience requirements of CIDQ and scheduling and passing all sections of the NCIDQ exam within the time period required by CIDQ; or
  - Meeting the educational and professional experience requirements and passing all sections of the NCIDQ exam within the time period adopted by the Board and in effect at the time the application was filed.
- Various housekeeping amendments have been included:
  - Previously, the organization that offers the NCIDQ examination changed its name to CIDQ – the Council for Interior Design Qualification. The Board rules have been updated throughout to use the term “CIDQ” to refer to the organization, and “NCIDQ” to refer to the examination.
  - Rule 5.36, which previously referred to “accredited” educational programs, should refer to “qualifying” programs, since accreditation is not required under CIDQ’s requirements.
  - Definitions have been added, amended, or repealed, as necessary.
  - Greater consistency of language between rules that address the same topic.
  - References to “applicant,” “candidate,” and “examinee” have been amended as needed.
  - Capitalization of defined terms

Attached you will find the following supporting documents:

- Relevant statutory provisions, with strikethrough and underline formatting indicating amendments to Tex. Occ. Code 1053.155 under SB 1932

- Copies of all rules proposed for amendment, with underline and strikethrough formatting indicating all changes
- CIDQ Exam Eligibility Requirements

### **Staff Recommendation**

Move to approve the draft amendments to 22 Tex. Admin. Code §§ 5.5, 5.31, 5.32, 5.33, 5.35, 5.36, 5.37, 5.51, 5.52, 5.53, and 5.55. and repeal of §§ 5.54, 5.201, 5.202, and 5.203 for publication and proposal in the Texas register, with authority for the General Counsel to make editorial changes as necessary to clarify rule and Board intent and to comply with the formatting requirements of the Texas Register.

**Sec. 1053.152. ELIGIBILITY REQUIREMENTS.** (a) The board shall establish the qualifications for the issuance or renewal of a certificate of registration under this chapter.

(b) To be eligible for a certificate of registration, an applicant must:

- (1) meet the qualifications established by the board under Subsection (a);
- (2) pass the registration examination; and
- (3) pay the required fees.

Added by Acts 2001, 77th Leg., ch. 1421, Sec. 1, eff. June 1, 2003.

**Sec. 1053.153. APPLICATION FOR CERTIFICATE OF REGISTRATION.** Each application for a certificate of registration must:

- (1) be on a form prescribed and furnished by the board; and
- (2) include a:
  - (A) verified statement of the applicant's education; and
  - (B) detailed summary of the applicant's interior design work experience.

Added by Acts 2001, 77th Leg., ch. 1421, Sec. 1, eff. June 1, 2003.

**Sec. 1053.154. EXAMINATION REQUIRED.** (a) An applicant for a certificate of registration must pass the examination adopted by the board.

(b) The examination must cover subjects established by and must be graded according to board rules. The board by rule may adopt the examination of the National Council for Interior Design Qualification or a comparable examination.

(c) The board shall determine the time and place for each examination. The examination shall be offered at least once a year. The board shall give reasonable public notice of the examination in the manner provided by board rule.

Added by Acts 2001, 77th Leg., ch. 1421, Sec. 1, eff. June 1, 2003.

**Sec. 1053.155. APPLICATION FOR ADMISSION TO EXAMINATION.** (a) An applicant for a certificate of registration must apply to the board, on a form prescribed by the board, for admission to the registration examination.

(b) An application for admission to the registration examination must be accompanied by evidence satisfactory to the board that the applicant has satisfied the educational and professional experience requirements for the examination adopted by the board under Section 1053.154[-];



~~(1) has graduated from an interior design educational program recognized and approved by the board;  
and~~

~~(2) has professional experience in the field of interior design].~~

~~[(c) The board shall adopt rules establishing standards for:~~

~~(1) the recognition and approval of interior design educational programs; and~~

~~(2) the amounts and types of professional experience necessary for registration examination eligibility.-]~~

Added by Acts 2001, 77th Leg., ch. 1421, Sec. 1, eff. June 1, 2003, as amended S.B. 1932, 85th  
Legislature

1 **RULE §5.5 Terms Defined Herein**

2 (1) The Act--The Interior Designers' Registration Law.

3 (2) Administrative Procedure Act (APA)--Texas Government Code §§2001.001 et seq.

4 (3) APA--Administrative Procedure Act.

5 (4) Applicant--An individual who has submitted an application for registration or reinstatement but has  
6 not yet completed the registration or reinstatement process.

7 (5) Architectural Barriers Act--Texas Government Code, Chapter 469.

8 (6) Architectural Interior Construction--A building project that involves only the inside elements of a  
9 building and, in order to be completed, necessitates the "practice of architecture" as that term is  
10 defined in 22 Texas Administrative Code §1.5.

11 (7) Barrier-Free Design--The design of a facility or the design of an alteration of a facility which complies  
12 with the Texas Accessibility Standards, the Americans with Disabilities Act, the Fair Housing Accessibility  
13 Guidelines, or similarly accepted standards for accessible design.

14 (8) Board--Texas Board of Architectural Examiners.

15 (9) Cancel, Cancellation, or Cancelled--The termination of a Texas Interior Design registration certificate  
16 by operation of law two years after it expires without renewal by the certificate-holder.

17 (10) Candidate--An individual that is seeking registration by examination but has not yet completed the  
18 examination or application process.~~Applicant approved by the Board to take the Interior Design~~  
19 ~~registration examination.~~

20 (11) CEPH--Continuing Education Program Hour(s).

21 (12) Chair--The member of the Board who serves as the Board's presiding officer.

22 ~~(13) CIDA--The Council for Interior Design Accreditation.~~

23 (13) CIDQ--The Council for Interior Design Qualification

24 (14) Construction Documents--Drawings; specifications; and addenda, change orders, construction  
25 change directives, and other Supplemental Documents prepared for the purpose(s) of Regulatory  
26 Approval, permitting, or construction.

27 (15) Consultant--An individual retained by a Registered Interior Designer who prepares or assists in the  
28 preparation of technical design documents issued by the Registered Interior Designer for use in  
29 connection with the Registered Interior Designer's Construction Documents.

30 (16) Contested Case--A proceeding, including a licensing proceeding, in which the legal rights, duties, or  
31 privileges of a party are to be determined by a state agency after an opportunity for adjudicative  
32 hearings.

33 (17) Continuing Education Program Hour (CEPH)--At least fifty (50) minutes of time spent in an activity  
34 meeting the Board's continuing education requirements.

~~(18) Council for Interior Design Accreditation (CIDA)—An agency that sets standards for postsecondary Interior Design education and evaluates college and university Interior Design programs.~~

~~(18) Council for Interior Design Qualification (CIDQ)—An organization comprised of regulatory boards from the United States and Canada which administers the NCIDQ examination.~~

(19) Delinquent--A registration status signifying that a Registered Interior Designer:

(A) has failed to remit the applicable renewal fee to the Board; and

(B) is no longer authorized to use the title "~~R~~egistered ~~I~~nterior ~~D~~esigner" in Texas.

~~(20) Direct Supervision--The amount of oversight by an individual overseeing the work of another whereby the supervisor and the individual being supervised work in close proximity to one another and the supervisor has both control over and detailed professional knowledge of the work prepared under his or her supervision.~~

(201) Emeritus Interior Designer (or Interior Designer Emeritus)--An honorary title that may be used by a Registered Interior Designer who has retired from the practice of Interior Design in Texas pursuant to §1053.156 of the Texas Occupations Code.

(212) Energy-Efficient Design--The design of a project and the specification of materials to minimize the consumption of energy in the use of the project. The term includes energy efficiency strategies by design as well as the incorporation of alternative energy systems.

(223) Feasibility Study--A report of a detailed investigation and analysis conducted to determine the advisability of a proposed Interior Design project from a technical Interior Design standpoint.

(234) Good Standing--

(A) a registration status signifying that a Registered Interior Designer is not delinquent in the payment of any fees owed to the Board; or

(B) an application status signifying that an Applicant or Candidate is not delinquent in the payment of any fees owed to the Board, is not the subject of a pending TBAE enforcement proceeding, and has not been the subject of formal disciplinary action by an Interior Design registration board that would provide a ground for the denial of the application for Interior Design registration in Texas.

(245) Governmental Jurisdiction--A governmental authority such as a state, territory, or country beyond the boundaries of Texas.

(256) Inactive--A registration status signifying that a Registered Interior Designer may not practice Interior Design in the State of Texas.

(267) Interior Design--The identification, research, or development of creative solutions to problems relating to the function or quality of the interior environment; the performance of services relating to interior spaces, including programming, design analysis, space planning of non-load-bearing interior construction, and application of aesthetic principles, by using specialized knowledge of interior construction, building codes, equipment, materials, or furnishings; or the preparation of Interior Design plans, specifications, or related documents about the design of non-load-bearing interior spaces.

- 1 (278) Interior Designers' Registration Law--Chapter 1053, Texas Occupations Code.
- 2 (289) Interior Design Intern--An individual participating in an internship to complete the experiential  
3 requirements for Interior Design registration by examination in Texas.
- 4 (2930) Licensed--Registered.
- 5 (301) Member Board--An Interior Design registration board that is part of NCIDQ.
- 6 ~~(32) National Council for Interior Design Qualification (NCIDQ) A nonprofit organization of state and~~  
7 ~~provincial interior design regulatory agencies and national organizations whose membership is made up~~  
8 ~~in total or in part of interior designers.~~
- 9 (313) NCIDQ--~~National~~The examination developed and administered by the Council for Interior Design  
10 Qualification, which is the adopted examination for registration as a Texas Registered Interior Designer.-
- 11 (324) Nonregistrant--An individual who is not a Registered Interior Designer.
- 12 (335) Principal--A Registered Interior Designer who is responsible, either alone or with other Registered  
13 Interior Designers, for an organization's practice of Interior Design.
- 14 (346) Registered Interior Designer--An individual who holds a valid Texas Interior Design registration  
15 granted by the Board.
- 16 (357) Registrant--Registered Interior Designer.
- 17 (368) Regulatory Approval--The approval of Construction Documents by a Governmental Entity after a  
18 review of the Interior Design content of the Construction Documents as a prerequisite to construction or  
19 occupation of a building of facility.
- 20 (3739) Reinstatement--The procedure through which a Surrendered or ~~R~~evoked Texas Interior Design  
21 registration certificate is restored.
- 22 (3840) Renewal--The procedure through which a Registered Interior Designer pays a periodic fee so  
23 that his or her registration certificate will continue to be effective.
- 24 (3941) Responsible Charge--That degree of control over and detailed knowledge of the content of  
25 technical submissions during their preparation as is ordinarily exercised by Registered Interior Designers  
26 applying the applicable Interior Design standard of care.
- 27 (402) Revocation or Revoked--The termination of a Texas Interior Design registration certificate by the  
28 Board.
- 29 (413) Rules and Regulations of the Board--22 Texas Administrative Code §§5.1 et seq.
- 30 (424) Rules of Procedure of SOAH--1 Texas Administrative Code §§155.1 et seq.
- 31 (435) Secretary-Treasurer--The member of the Board responsible for signing the official copy of the  
32 minutes from each Board meeting and maintaining the record of Board members' attendance at Board  
33 meetings.

1 (446) Signature--A personal signature of the individual whose name is signed or an authorized copy of  
2 such signature.

3 (457) SOAH--State Office of Administrative Hearings.

4 (468) Sole Practitioner--A Registered Interior Designer who is the only design professional to offer or  
5 render interior Design services on behalf of a business entity.

6 (4749) State Office of Administrative Hearings (SOAH)--A gGovernmental eEntity created to serve as an  
7 independent forum for the conduct of adjudicative hearings involving the executive branch of Texas  
8 government.

9 (4850) Supervision and Control--The amount of oversight by a Registered Interior Designer overseeing  
10 the work of another whereby:

11 (A) the Registered Interior Designer and the individual performing the work can document frequent  
12 and detailed communication with one another and the Registered Interior Designer has both control  
13 over and detailed professional knowledge of the work; or

14 (B) the Registered Interior Designer is in Responsible Charge of the work and the individual performing  
15 the work is employed by the Registered Interior Designer or by the Registered Interior Designer's  
16 employer.

17 (4951) Supplemental Document--A document that modifies or adds to the technical Interior Design  
18 content of an existing Construction Document.

19 (502) Surrender--The act of relinquishing a Texas Interior Design registration certificate along with all  
20 privileges associated with the certificate.

21 (513) Sustainable Design--An integrative approach to the process of design which seeks to avoid  
22 depletion of energy, water, and raw material resources; prevent environmental degradation caused by  
23 facility and infrastructure development during their implementation and over their life cycle; and create  
24 environments that are livable and promote health, safety and well-being. Sustainability is the concept of  
25 meeting present needs without compromising the ability of future generations to meet their own needs.

26 ~~(54) Table of Equivalents for Education and Experience in Interior Design--22 Texas Administrative Code~~  
27 ~~§§5.201 et. seq. ( §§5.201 ~ 5.203 of this chapter).~~

28 (525) TBAE--Texas Board of Architectural Examiners.

29 (536) TDLR--Texas Department of Licensing and Regulation.

30 (547) Texas Department of Licensing and Regulations (TDLR)--A Texas state agency responsible for the  
31 implementation and enforcement of the Texas Architectural Barriers Act.

32 (558) Texas Guaranteed Student Loan Corporation (TGSCLC)--A public, nonprofit corporation that  
33 administers the Federal Family Education Loan Program.

34 (5659) TGSCLC--Texas Guaranteed Student Loan Corporation.

1 ~~(5760)~~ Vice-Chair--The member of the Board who serves as the assistant presiding officer and, in the  
2 absence of the Chair, serves as the Board's presiding officer. If necessary, the Vice-Chair succeeds the  
3 Chair until a new Chair is appointed.

4  
5 **RULE §5.31 Registration by Examination**

6 (a) In order to obtain Interior Design registration by examination in Texas, an Applicant shall  
7 demonstrate that the Applicant has satisfied the educational and professional experience eligibility  
8 requirements adopted by the Council for Interior Design Qualification (CIDQ) to sit for the NCIDQ  
9 examination, -a combined total of at least six years of approved Interior Design education and  
10 experience-and shall successfully complete the ~~Interior Design registration~~NCIDQ examination or a  
11 predecessor or other examination deemed equivalent by ~~NCIDQ~~ as more fully described in Subchapter C  
12 of this chapter.

13 (b) Alternatively, prior to December 31, 2018, an Applicant may obtain Interior Design registration by  
14 examination by successfully completing the Architectural Registration Examination or another  
15 examination deemed equivalent by NCARB after fulfilling the prerequisites of §1.21 and §1.41 of this  
16 title relating to Board approval to take the Architectural Registration Examination for architectural  
17 registration by examination. This subsection is repealed effective January 1, 2019.

18 (c) An Applicant for Interior Design registration by examination who, as of January 1, 2018, has been  
19 approved to take the examination by the Board and has paid all application maintenance fees associated  
20 with the application, may qualify for registration by successfully completing the NCIDQ or other  
21 qualifying examination and satisfying:

22 (1) the educational and professional experience required by CIDQ to sit for its examination; or

23 (2) the educational and professional experience requirements adopted by the Board and in  
24 effect at the time the application was filed.

25 ~~(c) For purposes of this section, an Applicant has "approved Interior Design education" if:~~

26 ~~-(1) The Applicant graduated from:~~

27 ~~—(A) a program that has been granted professional status by the Council for Interior Design~~  
28 ~~Accreditation (CIDA) or the National Architectural Accreditation Board (NAAB);~~

29 ~~—(B) a program that was granted professional status by CIDA or NAAB not later than two years after the~~  
30 ~~Applicant's graduation;~~

31 ~~—(C) a program that was granted candidacy status by CIDA or NAAB and became accredited by CIDA or~~  
32 ~~NAAB not later than three years after the Applicant's graduation; or~~

33 ~~—(D) an Interior Design education program outside the United States where an evaluation by World~~  
34 ~~Education Services or another organization acceptable to the Board has concluded that the program is~~  
35 ~~substantially equivalent to a CIDA or NAAB accredited professional program;~~

36 ~~-(2) The Applicant has a doctorate, a master's degree, or a baccalaureate degree in Interior Design;~~

1 ~~(3) The Applicant has:~~

2 ~~—(A) A baccalaureate degree in a field other than Interior Design; and~~

3 ~~—(B) An associate's degree or a two- or three-year certificate from an Interior Design program at an~~  
4 ~~institution accredited by an agency recognized by the Texas Higher Education Coordinating Board;~~

5 ~~(4) The Applicant has:~~

6 ~~—(A) A baccalaureate degree in a field other than Interior Design; and~~

7 ~~—(B) An associate's degree or a two- or three-year certificate from a foreign Interior Design program~~  
8 ~~approved or accredited by an agency acceptable to the Board.~~

9 ~~(d) In addition to educational requirements, an applicant for Interior Design registration by examination~~  
10 ~~in Texas must also complete approved experience as more fully described in Subchapter J of this chapter~~  
11 ~~(relating to Table of Equivalents for Education and Experience in Interior Design).~~

12 ~~(e) The Board shall evaluate the education and experience required by subsection (a) of this section in~~  
13 ~~accordance with the Table of Equivalents for Education and Experience in Interior Design.~~

14 ~~(f) For purposes of this section, the term "approved Interior Design education" does not include~~  
15 ~~continuing education courses.~~

16 ~~(g) An Applicant for Interior Design registration by examination who enrolls in an Interior Design~~  
17 ~~educational program after September 1, 2006, must graduate from a program described in subsection~~  
18 ~~(c)(1) of this section.~~

19 ~~(h)~~ In accordance with federal law, the Board must verify proof of legal status in the United States.  
20 Each Applicant shall provide evidence of legal status by submitting a certified copy of a United States  
21 birth certificate or other documentation that satisfies the requirements of the Federal Personal  
22 Responsibility and Work Opportunity Reconciliation Act of 1996. A list of acceptable documents may be  
23 obtained by contacting the Board's office.

24

25 **RULE §5.32 Registration by Reciprocal Transfer**

26 (a) A person may apply for Interior Design registration by reciprocal transfer if the person holds an  
27 Interior Design registration that is active and in good standing in another jurisdiction and the other  
28 jurisdiction:

29 (1) has licensing or registration requirements substantially equivalent to Texas registration  
30 requirements; or

31 (2) has entered into a reciprocity agreement with the Board that has been approved by the Governor of  
32 Texas.

33 (b) In order to obtain Interior Design registration by reciprocal transfer, an Applicant must demonstrate  
34 that the Applicant has:

1 (1) successfully completed the NCIDQ examination or a predecessor or other examination deemed  
2 equivalent by the another Interior Design registration examination which the National Council for  
3 Interior Design Qualification (NCIDQ) has approved as conforming to NCIDQ's examination standards or  
4 as being acceptable in lieu of the NCIDQ examination; and

5 (2) acquired at least two years of acceptable Interior Design experience following registration in  
6 another jurisdiction.

7 (c) An Applicant for Interior Design registration by reciprocal transfer must remit the required  
8 registration fee to the Board within 60 days after the date of the tentative approval letter sent to the  
9 Applicant by the Board.

10

11 **RULE §5.33 Application Process**

12 (a) An Applicant for Interior Design registration by examination or by reciprocal transfer must apply for  
13 registration by submitting to the Board's office a completed registration application and all required  
14 supporting documentation.

15 (b) Prior to filing an application for registration by examination, an Applicant must:

16 (1) satisfy the educational and professional experience eligibility requirements adopted by the Council  
17 for Interior Design Qualification (CIDQ) to sit for the NCIDQ examination; and

18 (2) be approved by CIDQ to sit for the examination.

19 (c) An application for registration by examination must include:

20 (1) a verified statement of the Applicant's education, such as a transcript;

21 (2) a detailed summary of the Applicant's interior design work experience; and

22 (3) proof of acceptance by CIDQ to sit for the examination.

23 ~~(db)~~ Upon receipt of the completed application and all required supporting documentation and receipt  
24 of the required application fee, the Board shall evaluate the Applicant's application materials. The Board  
25 may require additional information or documentation from the Applicant.

26 ~~(ee)~~ The Board will notify each Applicant in writing regarding the approval or rejection of the Applicant's  
27 application.

28 ~~(fd)~~ Pursuant to the provisions of §231.302 of the Texas Family Code, each Applicant shall submit his/her  
29 social security number to the Board. The Applicant's social security number shall be considered  
30 confidential as stated in §231.302(e) of the Texas Family Code.

31 ~~(ge)~~ The Board may take action against an Applicant or Candidate pursuant to §5.160 of this title  
32 (relating to Effect of Enforcement Proceedings on Application).

33

34 **RULE §5.35 Pending Applications**



1 (a) A properly submitted application for registration by examination will be effective for three years  
2 from the date it is received by the Board. After three years, the Board may require the Applicant or  
3 Candidate to update the application or reapply.

4 (b) Each ~~Candidate approved for examination~~Applicant must pay an annual record maintenance fee as  
5 prescribed by the Board or the ~~Candidate's~~ application file will be closed. An ~~Candidate-Applicant~~ may  
6 reopen an application file that was closed pursuant to this section only after payment of a fee equal to  
7 the sum of the record maintenance fees for the current year and each year the file has been closed plus  
8 any costs directly related to the reopening of the application file. An application file that has been closed  
9 for five years or longer may not be reopened.

10

11 **RULE §5.36 Preliminary Evaluation of Criminal History**

12 (a) An Applicant, Candidate or a person enrolled or planning to enroll in a ~~an~~ qualifying accredited Interior  
13 Design educational program may make a written request to the Board's executive director for a  
14 preliminary criminal history evaluation letter which states the person's eligibility for registration under  
15 §5.158 of this chapter (relating to Criminal Convictions).

16 (b) A person who requests a criminal history evaluation shall provide the following information:

17 (1) a statement describing the offenses for which the requestor has a criminal history;

18 (2) any court documents including, but not limited to, indictments, orders of deferred adjudication,  
19 judgments, probation records, and evidence of completion of probation, if applicable;

20 (3) the names and contact information of the parole or probation department, if any, to which the  
21 requestor reports; and

22 (4) the required fee for determining eligibility.

23 (c) Within 90 days after receiving a request which complies with subsection (b) of this section, the  
24 executive director shall issue a criminal history evaluation letter which states:

25 (1) a determination that a ground for ineligibility based upon criminal conduct does not exist; or

26 (2) a determination that the requestor is ineligible due to criminal conduct and a specific explanation of  
27 the basis for that determination, including the relationship between the conduct in question and the  
28 practice of Interior Design.

29 (d) For purposes of determining eligibility for registration, a record of conviction is conclusive evidence  
30 of guilt. The Board may not consider a conviction in determining eligibility for registration upon receipt  
31 of proof that the conviction or an order of probation with or without adjudication of guilt has been  
32 reversed or set aside.

33 (e) In the absence of evidence that was not disclosed by the requestor or reasonably available when a  
34 request for a criminal history evaluation was under consideration, the executive director's criminal  
35 history evaluation letter is a final determination regarding the requestor's eligibility for registration. If  
36 found to be ineligible for registration, a requestor may not apply for registration until one year after the  
37 date the letter is issued. A requestor who is determined to be ineligible may:

1 (1) submit a request for reconsideration of the determination of ineligibility based upon evidence that  
2 was not disclosed or reasonably available to the agency at the time the determination was made;

3 (2) submit a new request for an evaluation no sooner than one year after the date upon which the  
4 criminal history evaluation letter was issued; or

5 (3) request a hearing on the determination made in the executive director's criminal history evaluation  
6 letter. A hearing conducted pursuant to this section is subject to the Administrative Procedure Act,  
7 Chapter 2001, Government Code.

8 (f) The Board shall issue a final order on the determination made in the criminal history evaluation after  
9 consideration of a proposal for decision issued by an administrative law judge at the State Office of  
10 Administrative Hearings. The Board's final order must specify findings of fact and conclusions of law,  
11 stated separately, regarding the person's eligibility for registration in light of his or her criminal history  
12 record.

13 (g) A person who is found to be ineligible by a final order of the Board may not file another request for a  
14 criminal history evaluation or apply for registration until three years after the date of the Board's final  
15 order. However, a person may request reconsideration of the final order based upon evidence that was  
16 not disclosed or reasonably available to the Board at the time the final order was issued.

17

18 **RULE §5.37 Provisional Licensure**

19 (a) The Board shall grant a Certificate of Registration or a provisional Certificate of Registration to an  
20 otherwise qualified ~~Candidate-Applicant~~ who has been convicted of an offense that:

21 (1) is not directly related to the Practice of Interior Design as determined by the executive director  
22 under §5.158 of this chapter (relating to Criminal Convictions);

23 (2) was committed earlier than five (5) years before the date the ~~Candidate-Applicant~~ filed an  
24 application for registration;

25 (3) is not an offense listed in §3g, Article 42.12, Code of Criminal Procedure; and

26 (4) is not a sexually violent offense, as defined by Article 62.001, Code of Criminal Procedure.

27 (b) A provisional Certificate of Registration expires six (6) months after the date it is issued.

28 (c) A provisional Certificate of Registration may be Revoked for the following reasons:

29 (1) the provisional Registrant commits another offense during the 6-month provisional Registration  
30 period;

31 (2) the provisional Registrant's community supervision, mandatory supervision, or parole is Revoked; or

32 (3) the provisional Registrant violates a statute or rule enforced by the Board.

33 (d) A provisional Registrant who is subject to community supervision, mandatory supervision, or parole  
34 shall provide the Board name and contact information of the probation or parole department to which  
35 the provisional Registrant reports. The Board shall provide notice to the department upon the issuance

1 of the provisional Certificate of Registration, as well as any terms, conditions or limitations upon the  
2 provisional Registrant's practice.

3 (e) Upon successful completion of the provisional Registration period, the Board shall issue a Certificate  
4 of Registration to the provisional Registrant. If a provisional Registrant's provisional Certificate is  
5 Revoked, the provisional Registrant is disqualified from receiving a Certificate of Registration and may  
6 not apply for a Certificate of Registration for a period of three (3) years from the date of Revocation.

7

8 **RULE §5.38 Child Support Arrearage**

9 Pursuant to Texas Family Code §232.0135, the Board shall not approve an application for registration  
10 from an Applicant who has failed to pay court ordered child support. The Board shall refuse to approve  
11 such an application upon receipt of notice of the child support arrearage from the child support agency  
12 until receipt of notice from the agency that the arrearage has been paid or other conditions specified in  
13 Texas Family Code §232.0135 have been met.

14

15 **RULE §5.39 Registration of a Military Service Member, Military Veteran, or Military Spouse**

16 (a) Definitions.

17 (1) "Active duty" means current full-time military service in the armed forces of the United States or  
18 active duty military service as a member of the Texas military forces, as defined by Section 437.001,  
19 Government Code, or similar military service of another state.

20 (2) "Armed forces of the United States" means the army, navy, air force, coast guard, or marine corps  
21 of the United States or a reserve unit of one of those branches of the armed forces.

22 (3) "Military service member" means a person who is on active duty.

23 (4) "Military spouse" means a person who is married to a military service member.

24 (5) "Military veteran" means a person who has served on active duty and who was discharged or  
25 released from active duty.

26 (b) Interior design registration eligibility requirements for military service members, military veterans,  
27 and military spouses.

28 (1) Verified military service, training, or education will be credited toward the registration  
29 requirements, other than an examination requirement, of an Applicant who is a military service member  
30 or a military veteran.

31 (2) An Applicant who is a military service member, military veteran, or military spouse may be eligible  
32 for registration if the Applicant:

33 (A) Holds an active interior design registration issued by another jurisdiction that has licensing or  
34 registration requirements that are substantially equivalent to the requirements for the license in this  
35 state; or

1 (B) Held an active interior design registration in this state within the five years preceding the  
2 application.

3 (3) As soon as practicable after a military service member, military veteran, or military spouse files an  
4 application for registration, the Board shall process the application, and if the applicant qualifies for  
5 registration under this subsection, issue the registration.

6 (4) This subsection does not apply if the Applicant holds a restricted registration issued by another  
7 jurisdiction or has an unacceptable criminal history.

8

9 **RULE §5.51 Requirements**

10 (a) An Applicant for Interior Design registration by examination in Texas must meet the eligibility and  
11 application requirements contained in §5.33(b) and (c) of this chapter, and successfully complete all  
12 sections of the National Council for Interior Design Qualification (NCIDQ) NCIDQ examination or a  
13 predecessor or other examination deemed equivalent by the Council for Interior Design Qualification  
14 (CIDQ)NCIDQ deems equivalent to the NCIDQ examination. Alternatively, prior to December 31, 2018,  
15 an applicant may obtain Interior Design registration by examination by successfully completing all  
16 sections of the Architectural Registration Examination (ARE), or another examination NCARB deems  
17 equivalent to the ARE, after fulfilling the requirements of §1.21 and §1.41 of this title relating to Board  
18 approval to take the ARE for architectural registration by examination.

19 ~~(b) The Board may approve an Applicant to take the NCIDQ examination only after the Applicant has~~  
20 ~~completed the educational requirements for Interior Design registration by examination in Texas, has~~  
21 ~~completed at least six (6) months of full time experience working under the Direct Supervision of a~~  
22 ~~Registered Interior Designer, and has submitted the required application materials. In jurisdictions~~  
23 ~~where interior designers are not licensed, the supervision may be under a licensed architect or a~~  
24 ~~Registered Interior Designer who has passed the NCIDQ examination.~~

25 ~~(c) An Applicant may take the NCIDQ examination at any official NCIDQ testing center but must satisfy~~  
26 ~~all Texas registration requirements in order to obtain Interior Design registration by examination in~~  
27 ~~Texas.~~

28 ~~(d)~~ Each Candidate Applicant must achieve a passing score in each division of the NCIDQ examination.  
29 Scores from individual divisions may not be averaged to achieve a passing score.

30 ~~(e)~~ An examination fee may be refunded as follows:

31 (1) The application fee paid to the Board is not refundable or transferable.

32 (2) The Board, on behalf of an examinee Candidate, may request a refund of a portion of the  
33 examination fee paid to ~~the national examination provider~~CIDQ for scheduling all or a portion of the  
34 registration examination. A charge for refund processing may be withheld by ~~the national examination~~  
35 ~~provider~~CIDQ. Refunds of examination fees are subject to the following conditions:

36 (A) An Candidate examinee, because of extreme hardship, must have been precluded from scheduling  
37 or taking the examination or a portion of the examination. For purposes of this subsection, extreme  
38 hardship is defined as a serious illness or accident of the Candidate-examinee or a member of the

1 ~~Candidate's examinee's~~ immediate family or the death of an immediate family member. Immediate  
2 family members include the spouse, child(ren), parent(s), and sibling(s) of the ~~Candidate examinee~~. Any  
3 other extreme hardship may be considered on a case-by-case basis.

4 (B) A written request for a refund based on extreme hardship must be submitted not later than thirty  
5 (30) days after the date the examination or portion of the examination was scheduled or intended to be  
6 scheduled. Documentation of the extreme hardship that precluded the ~~applicant-examinee~~ from  
7 scheduling or taking the examination must be submitted by the ~~Candidate-examinee~~ as follows:

8 (i) Illness: verification from a physician who treated the illness.

9 (ii) Accident: a copy of an official accident report.

10 (iii) Death: a copy of a death certificate or newspaper obituary.

11 (C) Approval of the request and refund of the fee or portion of the fee by ~~the national examination~~  
12 ~~provider CIDQ~~.

13 (3) An examination fee may not be transferred to a subsequent examination.

#### 15 **RULE §5.52 Examination Administration and Scoring**

16 (a) An Applicant must apply for Interior Design registration by examination as described in §5.33 of this  
17 title (relating to Application Process).

18 (b) ~~Unless otherwise noted in this chapter, the administration and scoring of the NCIDQ examination~~  
19 ~~shall be governed by the procedures adopted by the Council for Interior Design Qualification (CIDQ). The~~  
20 ~~NCIDQ examination shall be administered once during the spring and once during the fall of every year.~~

21 ~~(c) In order for an Applicant to take the NCIDQ examination in the spring, the Applicant's application and~~  
22 ~~supporting documentation must be postmarked or received by the Board no later than December 1st of~~  
23 ~~the preceding year. In order for an Applicant to take the NCIDQ examination in the fall, the Applicant's~~  
24 ~~application and supporting documentation must be postmarked or received by the Board no later than~~  
25 ~~June 1st. If the deadline falls on a date when the Board's office is closed, the application and supporting~~  
26 ~~documentation must be postmarked or received by the Board no later than the next date when the~~  
27 ~~Board's office is open.~~

28 ~~(d) A Candidate who is approved to take the NCIDQ examination must appear personally for~~  
29 ~~examination as directed in the notification letter sent to the Applicant. In order to be admitted for~~  
30 ~~examination, the Candidate must present the candidate's identification card that was mailed to the~~  
31 ~~Candidate prior to the examination date and must present a separate official form of identification~~  
32 ~~bearing a recent photograph of the Candidate.~~

33 ~~(e) Each Candidate shall be responsible for taking to the examination all tools necessary to complete the~~  
34 ~~examination.~~

35 ~~(f) An explanation of the scoring procedures for the NCIDQ examination shall be provided to each~~  
36 ~~Candidate before the examination is administered to the Candidate.~~

1 ~~(g) A Candidate's NCIDQ examination scores shall be determined by the entity that administers the~~  
2 ~~examination.~~ The Board shall not review any NCIDQ examination score to determine its validity.

3 ~~(h) If, for any reason, a Candidate takes a section or sections of the NCIDQ examination but does not~~  
4 ~~receive a score for the section or sections, the Board shall have no liability beyond authorizing the~~  
5 ~~Candidate to retake the section or sections with the corresponding fee waived.~~

6  
7 **RULE §5.53     ~~Reexamination~~Scheduling of Examinations**

8 (a) ~~In order to qualify for registration by examination, an Applicant must schedule and pass all sections~~  
9 ~~of the NCIDQ within the time period required by the Council for Interior Design Qualification (CIDQ).~~

10 (b) ~~Notwithstanding subsection (a) of this section, an Applicant described by §5.31(c) of this chapter may~~  
11 ~~schedule and pass all sections of the NCIDQ examination within the time period:~~

12         ~~(1) required by CIDQ; or~~

13         ~~(2) adopted by the Board and in effect at the time the application was filed.~~ ~~A Candidate's~~  
14 ~~passing grade for any section of the examination is valid for five (5) years. Each Candidate must pass all~~  
15 ~~sections of the examination within five (5) years after the date the Candidate passes a section of the~~  
16 ~~examination. A Candidate who does not pass all sections of the examination within five (5) years after~~  
17 ~~passing a section of the examination will forfeit credit for the section of the examination passed and~~  
18 ~~must pass that section of the examination again.~~

19 ~~(c) A qualifying examinee may request an extension if the examinee is~~ ~~The Board may grant extensions~~  
20 ~~to the 5-year period for completion of the examination if the Candidate is unable to pass all sections of~~  
21 ~~the examination within that the required time period for the following reasons:~~

22         (1) The ~~Candidate-examinee~~ gave birth to, or adopted a child ~~within that 5-year period;~~

23         (2) The ~~Candidate-examinee~~ developed a serious medical condition ~~within that 5-year period;~~ or

24         (3) The ~~Candidate-examinee~~ commenced active duty service as a member of the United States military  
25 ~~within that 5-year period.~~

26 ~~(d) An Candidate-examinee~~ may receive an extension of up to 6 months for the birth or adoption of a  
27 child by filing a written application with the Board together with any corroborating evidence  
28 immediately after the ~~Candidate-examinee~~ learns of the impending adoption or birth. A ~~Candidate~~  
29 ~~examinee~~ may receive an extension for the period of the serious medical condition or for the period of  
30 active duty military service by filing a written application with the Board together with corroborating  
31 evidence immediately after the ~~Candidate-examinee~~ learns of the medical condition or the  
32 commencement of active duty military service. An ~~Candidate-examinee~~ shall immediately notify the  
33 Board in writing when the medical condition is resolved or active duty military service ends. Any request  
34 for an extension under this section must be approved by the Board and CIDQ.

35  
36 **RULE §5.54     Transfer of Passing Scores**

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~~(a) A Candidate's examination score may be transferred from one NCIDQ member board to another. The acceptance of the Candidate's score by the board receiving the score shall terminate the Candidate's application with the board transferring the score so that the Candidate has an application pending in only one (1) jurisdiction at all times. In order to be approved for Interior Design registration in Texas, a Candidate whose examination score is transferred to Texas must satisfy all requirements for Interior Design registration in Texas in effect at the time the examination score is transferred.~~

~~(b) If a Candidate's examination score is transferred from another member board and accepted by the Board, the Candidate must pass all sections of the examination no later than five (5) years from the date the first examination section was passed. If the Candidate does not pass all sections of the examination within five (5) years after passing a section of the examination, the Candidate will forfeit credit for the section of the examination passed and must pass that section of the examination again.~~

**RULE §5.55 Special Accommodations**

(a) In accordance with the Americans with Disabilities Act (ADA), every registration examination must be conducted in an accessible place and manner, or alternative accessible arrangements must be afforded so that no qualified individual with a disability is unreasonably denied the opportunity to complete the licensure process because of his/her disability.

(b) Special accommodations can be provided for examinees with physical or mental impairments that substantially limit major life activities. Available accommodations include the modification of examination procedures and the provision of auxiliary aids and services designed to furnish an individual with a disability an equal opportunity to demonstrate his/her knowledge, skills, and ability.

(c) The Board is not required to approve every request for accommodation or auxiliary aid or provide every accommodation or service as requested. The Board is not required to grant a request for accommodation if doing so would fundamentally alter the measurement of knowledge or the measurement of a skill intended to be tested by the examination or would create an undue financial or administrative burden.

(d) Procedure for requesting accommodation:

(1) To protect the integrity of the testing process, an Applicant-examinee requesting an accommodation must submit documentation regarding the existence of a disability and the reason the requested accommodation is necessary to provide the Applicant-examinee with an equal opportunity to exhibit his/her knowledge, skills, and ability through the examination. The Board shall evaluate each request on a case-by-case basis.

(2) An Applicant-examinee requesting an accommodation must have a licensed health care professional or other qualified evaluator provide certification regarding the disability as described in Subsection (e) of this section.

(3) An Applicant-examinee seeking an accommodation must make a request for accommodation on the prescribed form and provide documentation of the need for accommodation well in advance of the

1 examination date. If the form is submitted less than sixty (60) days prior to the examination date, the  
2 Board will attempt to process the request but might not be able to provide the necessary  
3 accommodation for the next examination.

4 (e) The following information is required to support a request for an accommodation or an auxiliary aid:

5 (1) Identification of the type of disability (physical, mental, learning);

6 (2) Credential requirements of the evaluator:

7 (A) For physical or mental disabilities (not including learning), the evaluator shall be a licensed health  
8 care professional qualified to assess the type of disability claimed. If a person who does not fit these  
9 criteria completes the evaluation, the Board may reject the evaluation and require another evaluation,  
10 and the request for accommodation may be delayed.

11 (B) In the case of learning disabilities, a qualified evaluator shall have sufficient experience to be  
12 considered qualified to evaluate the existence of learning disabilities and proposed accommodations  
13 needed for specific learning disabilities. The evaluator shall be one of the following:

14 (i) a licensed physician or psychologist with a minimum of three years' experience working with  
15 adults with learning disabilities; or

16 (ii) another professional who possesses a master's or doctorate degree in special education or  
17 educational psychology and who has at least three years of equivalent training and experience in all of  
18 the areas described below:

19 (I) assessing intellectual ability and interpreting tests of such ability;

20 (II) screening for cultural, emotional, and motivational factors;

21 (III) assessing achievement level; and

22 (IV) administering tests to measure attention and concentration, memory, language reception and  
23 expression, cognition, reading, spelling, writing, and mathematics.

24 (3) Professional verification of the disability, which shall include a description of:

25 (A) the nature and extent of the disability, including a description of its effect on major life activities  
26 and the anticipated duration of the impairment;

27 (B) the effect of the disability on the ~~applicant's~~ examinee's ability to:

28 (i) evaluate written material;

29 (ii) complete graphic sections of the examination by drawing, drafting, and lettering; and

30 (iii) complete computerized sections of the examination that require data entry via keyboard and the  
31 manipulation of a mouse.

32 (C) whether the disability limits the amount of time the ~~Applicant-examinee~~ can spend on specific  
33 examination tasks;

34 (D) the recommended accommodation and how it relates to the ~~applicant's~~ examinee's disability;



- 1 (E) the professional's name, title, telephone number, and his/her original signature;
- 2 (F) any other information necessary, in the professional's opinion, to enable the exam provider to
- 3 understand the examinee's disability and the accommodation necessary to enable the examinee to
- 4 demonstrate his/her knowledge, skills, and ability.
- 5 (f) Documentation supporting an accommodation shall be valid for five (5) years from the date
- 6 submitted to the Board except that no further documentation shall be required where the original
- 7 documentation clearly states that the disability will not change in the future.
- 8 (g) The Board has the responsibility to evaluate each request for accommodation and to approve, deny,
- 9 or suggest alternative reasonable accommodations. The Board may consider an Applicant's examinee's
- 10 history of accommodation in determining its reasonableness in relation to the currently identified
- 11 impact of the disability.
- 12 (h) Information related to a request for accommodation shall be kept confidential to the extent provided
- 13 by law.

14 SUBCHAPTER J - TABLE OF EQUIVALENTS FOR EDUCATION AND EXPERIENCE IN INTERIOR DESIGN -  
 15 REPEALED

16 RULE §5.201—Description of Approved Education for Registration by Examination

17 (a) Pursuant to §5.31 of this title (relating to Registration by Examination), an Applicant must  
 18 successfully demonstrate that he/she has approved Interior Design education and experience in  
 19 accordance with the following table. An Applicant for Interior Design registration by examination who  
 20 enrolls in an Interior Design educational program after September 1, 2006, must graduate from a  
 21 program described in ID-1:

22 Attached Graphic

Figure: 22 TAC §5.201(a)

<u>Approved Education</u>		<u>Minimum Experience Required</u>
<u>ID-1 (Per §5.31(a)(1))</u>	<u>Graduation from a program granted professional status by the Council for Interior Design Accreditation (CIDA) or the National Architectural Accreditation Board (NAAB) or from an interior design education program outside the U.S. that is substantially equivalent to a CIDA-accredited or NAAB-accredited professional program</u>	<u>2 years</u>
<u>ID-2 (Per §5.31(a)(2))</u>	<u>A doctorate, master's degree, or baccalaureate degree in Interior Design from a degree program that</u>	<u>3 years</u>

	does not satisfy the requirements of category ID-1	
ID-3 (Per §5.31(a)(3))	A baccalaureate degree in a field other than Interior Design plus an associate's degree or a two-year or three-year certificate from an Interior Design program at an institution accredited by an agency recognized by the Texas Higher Education Coordinating Board (THECB)	3 years
ID-4 (Per §5.31(a)(4))	A baccalaureate degree in a field other than Interior Design plus an associate's degree or a two-year or three-year certificate from a foreign interior design program approved or accredited by an agency acceptable to the Board	3 1/2 years

1

2 (b) An Applicant may not earn credit in more than one of categories ID-1 through ID-4.

3

4 **RULE §5.202** — Description of Approved Experience for Registration by Examination

5 Every Applicant for registration by examination must successfully demonstrate that he/she has gained a  
 6 minimum of two years of experience credit in accordance with the following table subject to the  
 7 following terms and conditions:

8

9 Attached Graphic

Figure: 22 TAC §5.202

Description of Experience		Credit Allowed	Maximum Credit
ID-7	Diversified experience directly related to Interior Design as an employee working under the Direct Supervision of a Registered Interior Designer or architect	Full credit	No limit
ID-8	Diversified experience directly related to Interior Design when the experience is not under the Direct Supervision of a Registered Interior Designer or architect	Half credit	1 year

ID-9	Teaching on a full-time basis in a CIDA-accredited program in Interior Design	Full credit	1 year
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~~—(1) An Applicant must earn at least one year of experience credit under the conditions described in category ID-7.~~

~~—(2) In order to earn credit in category ID-7 or ID-8, an Applicant must:~~

~~—(A) work at least thirty-five (35) hours per week for a minimum of ten (10) consecutive weeks; or~~

~~—(B) for half credit, work between twenty (20) and thirty-four (34) hours per week for a minimum of six (6) consecutive months.~~

~~—(3) In order to earn credit in category ID-9, an Applicant must teach subjects that are directly related to the practice of interior design. An Applicant may earn one year of credit by teaching for twenty (20) semester credit hours or thirty (30) quarter credit hours.~~

~~—(4) An Applicant may not earn credit for experience gained prior to the date the Applicant completed the educational requirements for Interior Design registration by examination in Texas.~~

~~RULE §5.203 — Other Education and Experience~~

~~An Applicant may earn credit for education or experience other than under the conditions described in Sections 5.201 and 5.202 of this subchapter if the Board considers such education or experience to be substantially equivalent to the education and experience described therein. For purposes of this subsection, education may be considered as experience.~~

# Exam & Eligibility

## CIDA Degree

(ROUTE 1)

<b>Education</b> Bachelor's or Master's degree from a CIDA-accredited interior design program.  BY END OF YEAR 3 96 sem/144 qtr credits completed			Up to 1,760 hours of work experience can be earned before education is completed.  BY END OF YEAR 4 Education completed		<b>APPLY FOR IDFX</b>	<b>Work Experience</b> 3,520 hours qualified interior design experience. <sup>2</sup>  Final 1,760 hours must be earned after all education is completed.		<b>APPLY FOR IDPX/ PRAC TO COMPLETE THE EXAM</b>
YEAR 1	YEAR 2	YEAR 3	YEAR 4	YEAR 5		YEAR 6		

## Interior Design Degree — Non-CIDA

(ROUTE 2)

<b>Education</b> Bachelor's degree (minimum) in an interior design program not accredited by CIDA. <sup>1</sup>  Including: No less than 120 semester or 180 quarter credits, of which no less than 60 semester or 90 quarter credits are interior design coursework.  BY END OF YEAR 3 96 sem/144 qtr credits completed			Up to 1,760 hours of qualified work experience can be earned before education is completed.  BY END OF YEAR 4 Education completed		<b>APPLY FOR IDFX</b>	<b>Work Experience</b> 3,520 hours qualified interior design experience. <sup>2</sup>  Final 1,760 hours must be earned after all education is completed.		<b>APPLY FOR IDPX/ PRAC TO COMPLETE THE EXAM</b>
YEAR 1	YEAR 2	YEAR 3	YEAR 4	YEAR 5		YEAR 6		

## Other Degree + Interior Design Degree

(ROUTE 3)

<b>Education</b> Bachelor's degree (minimum) in any other major and no less than 60 semester or 90 quarter credits of interior design coursework that culminates in a certificate, degree or diploma.  BY END OF YEAR 3 30 sem/45 qtr interior design credits completed			Up to 1,760 hours of qualified work experience can be earned before education is completed.  BY END OF YEAR 4 Education completed		<b>APPLY FOR IDFX</b>	<b>Work Experience</b> 3,520 hours qualified interior design experience. <sup>2</sup>  Final 1,760 hours must be earned after all education is completed.		<b>APPLY FOR IDPX/ PRAC TO COMPLETE THE EXAM</b>
YEAR 1	YEAR 2	YEAR 3	YEAR 4	YEAR 5		YEAR 6		

## Associates Degree (60 Hrs) in Interior Design

(ROUTE 4)

<b>Education</b> No less than 60 semester or 90 quarter credits of interior design coursework that culminates in a certificate, degree or diploma.  BY END OF YEAR 3 Education completed			<b>APPLY FOR IDFX</b>	<b>Work Experience</b> 5,280 hours qualified interior design experience. <sup>2</sup>  Education must be complete before work experience can be earned.		<b>APPLY FOR IDPX/ PRAC TO COMPLETE THE EXAM</b>
YEAR 1	YEAR 2	YEAR 3		YEAR 4	YEAR 5	

Go to [www.cidq.org](http://www.cidq.org) to learn more and apply online!

## Associates Degree (40 Hrs) in Interior Design Route 5 ENDS December 31, 2018 (ROUTE 5)

<b>Education</b> No less than 40 semester or 60 quarter credits of interior design coursework that culminates in a certificate, degree or diploma.  BY END OF YEAR 2 Education completed		<b>Work Experience</b> 7,040 hours qualified interior design experience. <sup>2</sup>  Education must be complete before work experience can be earned.				APPLY FOR EXAM
YEAR 1	YEAR 2	YEAR 3	YEAR 4	YEAR 5	YEAR 6	

## NAAB or CACB Degree

(ROUTE 6)

<b>Education</b> Bachelor's or Master's degree from an NAAB or CACB accredited architecture program. <sup>3</sup>  BY END OF YEAR 5 - 6 Education completed			APPLY FOR IDFX	<b>Work Experience</b> 5,280 hours qualified interior design experience. <sup>2</sup>  Education must be complete before work experience can be earned.			APPLY FOR IDPX/ PRAC TO COMPLETE THE EXAM
5 - 6 YEARS				3 YEARS			

## Architecture Degree – Non-NAAB or CACB

(ROUTE 7)

<b>Education</b> Bachelor of Science or Bachelor of Arts in Architecture  BY END OF YEAR 4 Education completed				<b>Work Experience</b> 7,040 hours qualified interior design experience. <sup>2</sup>  Education must be complete before work experience can be earned.				APPLY FOR EXAM
YEAR 1	YEAR 2	YEAR 3	YEAR 4	YEAR 5	YEAR 6	YEAR 7	YEAR 8	

Do not see a route that matches your background?  
 Please give our offices a call to discuss your options at 202.721.0220

Go to [www.cidq.org](http://www.cidq.org) to learn more and apply online!

- 1 CIDA – the Council for Interior Design Accreditation – was formerly known as FIDER. To qualify, the degree program must have been CIDA-accredited at graduation or must have become CIDA-accredited within two years following graduation.
- 2 If you began accruing interior design work experience after January 1, 2008, you must earn qualified work experience in order to be eligible to take the NCIDQ Examination.
- 3 NAAB – the National Architectural Accrediting Board  
 CACB – the Canadian Architectural Accrediting Board  
 To qualify, the degree program must have been accredited at graduation or within two years of graduation.

The NCIDQ Certificate: Professionalism. Prestige.

