



State of Rhode Island
DEPARTMENT OF BUSINESS REGULATION
DIVISION OF BUILDING, DESIGN AND FIRE PROFESSIONALS
STATE BUILDING OFFICE
560 Jefferson Blvd, Suite 100
Warwick, Rhode Island 02886

Board of Examination and Registration of Architects

Rules and Regulations

1.8 Continuing Education (“C.E.”)

A. Continuing education is post-licensure learning that enables a registered architect to increase or update knowledge of and competence in technical and professional subjects related to the practice of architecture to safeguard the public’s health, safety, and welfare.

B. In addition to all other requirements for registration renewal, an architect must complete a minimum of twelve (12) CEHs each calendar year or be exempt from these continuing education requirements as provided in § 1.8(G) of this Part. Failure to comply with these requirements may result in non-renewal of the architect’s registration.

C. In order to receive credit, all CEHs must be from received Structured Educational Activities intended to increase or update the architect's knowledge and competence in Health, Safety, and Welfare Subjects. The Board does not pre-approve any courses or course providers and will accept any course which is designated as Health, Safety and Welfare hours for continuing education credits.

1. Health, Safety, and Welfare Subjects are technical and professional subjects that the Board deems appropriate to safeguard the public and that are within the following enumerated areas necessary for the proper evaluation, design, construction, and utilization of buildings and the built environment, including but not limited to:

a. BUILDING SYSTEMS: Structural, Mechanical, Electrical, Plumbing, Communications, Security, Fire Protection

b. CONSTRUCTION CONTRACT ADMINISTRATION: Contracts, Bidding, Contract Negotiations

c. CONSTRUCTION DOCUMENTS: Drawings, Specifications, Delivery Methods

d. DESIGN: Urban Planning, Master Planning, Building Design, Site Design, Interiors, Safety and Security Measures

e. ENVIRONMENTAL: Energy Efficiency, Sustainability, Natural Resources, Natural Hazards, Hazardous Materials, Weatherproofing, Insulation

f. LEGAL: Laws, Codes, Zoning, Regulations, Standards, Life Safety, Accessibility, Ethics, Insurance to Protect Owners and Public

g. MATERIALS and METHODS: Construction Systems, Products, Finishes, Furnishings, Equipment

h. PRE-DESIGN: Land Use Analysis, Programming, Site Selection, Site and Soils Analysis, Surveying

i. PRESERVATION: Historic, Reuse, Adaptation

2. Structured Education Activities are educational activities in which at least seventy-five percent (75%) of an activity's content and instructional time must be devoted to Health, Safety, and Welfare Subjects related to the practice of architecture, including courses of study or other activities under the areas identified as Health, Safety, and Welfare Subjects and provided by qualified individuals or organizations, whether delivered by direct contact or distance learning methods.

3. If the provider of the Structured Educational Activities prescribes a customary time for completion of such an Activity, then such prescribed time shall, unless the Board finds the prescribed time to be unreasonable, be accepted as the architect's time for Continuing Education Hour purposes irrespective of actual time spent on the activity.

D. Self-Reported Continuing Education Hours

1. CEH in Health, Safety, and Welfare may be awarded for verified membership and service on a State Board of Registration/Licensure of Architects, or for membership and service on a Rhode Island zoning board, planning board, historic district commission, the Rhode Island Building Code Standards Committee, the Rhode Island Fire Safety Code Board of Appeal and Review, or the Rhode Island Rehabilitation Building and Fire Code for Existing Buildings and Structures board. Registrants may claim one (1) CEH per meeting attended up to a maximum of four (4) CEHs per year, with a maximum of eight (8) CEHs per biennium. For each CEH claimed, an architect must be able to prove attendance at one (1) board meeting that was in session for at least fifty (50) minutes.

Acceptable proof of attendance includes meeting minutes or recording of meeting demonstrating attendance and participation.

2. No other types of self-reported CEHs qualify for CEH credit in Rhode Island.

E. CEHs may be acquired at any location, through in-person or remotely delivered instruction. Remotely-delivered online courses may be presented either as a live/synchronous course or as an on-demand/pre-recorded/asynchronous course.

F. Excess CEHs may not be credited to a future calendar year.

G. Exemptions – An architect shall not be subject to these requirements if:

1. The architect has been granted emeritus/emerita status by the Board;
or

2. The architect otherwise meets all renewal requirements and is called to active military service, has a serious medical condition, or can demonstrate to the Board other like hardship, then upon the Board's so finding, the architect may be excused from some or all of these requirements.

H. For the Architect's first renewal period or fraction thereof, the continuing education requirements for renewal shall be required at the rate of one (1) CEH per month of registration.

I. If an architect has allowed registration to lapse in Rhode Island for more than two (2) years, the architect shall upon application provide evidence of compliance with Rhode Island's requirements for the lapsed period. Continued registration in an NCARB recognized jurisdiction that requires continuing education will be deemed to satisfy this requirement.

J. Reporting, Recordkeeping, and Audits

1. An architect shall complete and submit forms as required by the Board certifying that the architect has completed the required CEHs.

2. Forms may be audited by the Board for verification of compliance with these requirements. Documentation of reported CEHs in the form of completion certificates or an American Institute of Architects (AIA) transcript shall be maintained by the architect for six (6) years from the date of award. Proof of completion is determined by the Board's review of completion certificates or an AIA transcript for CEHs that are identified as Health, Safety and Welfare.

3. If the Board disallows any CEHs, the architect shall have sixty (60) days from notice of such disallowance either to provide further evidence of having completed the CEHs disallowed or to remedy the disallowance by completing the required number of CEHs (but such CEHs shall not again be used for the next calendar year).

4. If the Board finds, after proper notice and hearing, that the architect willfully disregarded these requirements or falsified documentation of required CEHs, the architect may be subject to disciplinary action in accordance with R.I. Gen. Laws Chapter 5-1 and this Part.