

Readopt with amendment Lsa 301.01 and Lsa 301.02, effective 3-10-24 (Document #13849), to read as follows:

Lsa 301.01 Application Process.

(a) Persons ~~Individuals~~ wishing to become licensed as a landscape architect in New Hampshire ~~and are Council of Landscape Architectural Registration Boards (CLARB) certified shall complete sections 1, 2, 3, 5, and 8 of the “Application for Initial New Hampshire Licensure as a Landscape Architect” form described in Lsa 301.02 provided by the board and submit the application to the board for review shall~~ ***submit the following to the OPLC:***

(1) The “Universal Application for Initial License”, dated April 2024, which the applicant shall complete by providing the information required by Plc 304.03 and Lsa 301.02(a), including the documentation required by Plc 304.04 and Lsa 302.01(b), and is signed and attested to specified in Plc 304.05; and

(2) The application fee specified in Plc 1002.22.

~~(b) Persons wishing to become licensed as a landscape architect in New Hampshire who are not CLARB certified and are applying by reciprocity shall complete the entire application described in Lsa 301.02 and submit the application to the board for review.~~

~~—(e) (b) An~~ ***The licensing bureau shall process the*** application, which is not signed by the applicant or is not accompanied by the application fee, shall not be accepted for processing, and shall be returned to the applicant ***in accordance with Plc 304.06 through 304.09.***

~~—(d) (c) If the application is denied, the applicant shall be provided an opportunity to~~ ***may*** request a ***rehearing for consideration pursuant to Lsa in accordance with Plc 206.31 on the deficiency issues identified by the board. Any such request shall be made in writing and received by the board within 30 days of the receipt of the notification of denial on the deficiency issues identified by the board.***

~~—(e) (d) Applications about which there has been no communication from the applicant to the board~~ ***licensing bureau for one year shall be destroyed 60 days shall be governed by Plc 304.06.***

Lsa 301.02 Application for Initial Licensure.

(a) ***In addition to the requirements of Lsa 301.01, Each*** applicants for initial licensure shall provide, or cause to be provided, the following ~~on the “Application for Initial New Hampshire Licensure as a Landscape Architect”, supplied by the board:~~

~~(1) How the applicant is applying for licensure by checking one of the following:~~

~~a. Directly to the board, not CLARB certified;~~

~~b. Through CLARB certification; or~~

~~c. By reciprocity;~~

~~(2) The applicant’s full legal name, including any names previously used;~~

~~(3) The applicant’s date of birth;~~

~~(4) The applicant’s social security number required pursuant to RSA 161-B:11, VI-a;~~

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- ~~(5) The applicant's home mailing and physical addresses, telephone or cell phone number, and e-mail address;~~
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- ~~(6) A yes or no answer to the question "Have you ever taken and passed the Landscape Architectural Registration Examination (LARE)?"~~;
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- ~~(7) If the answer to (6) above is yes provide the location the exam was taken and the date the exam was completed;~~
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- ~~(8) The state, in which the applicant was first registered, licensed, or certified as a landscape architect;~~
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- ~~(9) If the applicant was licensed in another state the following information shall be submitted with regards to that license:~~
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 - ~~a. Date of licensure;~~
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 - ~~b. License number;~~
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 - ~~c. A yes or no answer to "Was the license obtained by LARE examination?"~~;
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 - ~~d. If no to c. above how was the license obtained;~~
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 - ~~e. A yes or no answer to "Is the license currently valid"; and~~
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 - ~~f. If the answer to c. above is no indicate why it is not currently valid;~~
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- ~~(10) Answer yes or no to the question "Have you ever applied for a landscape architect's license in New Hampshire?"~~;
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- ~~(11) If the answer to (10) above is yes then provide the status of that application or license;~~
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- ~~(12) Answer yes or no to the question "Are you applying for facilitated license as a military spouse?"~~
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- ~~(13) A listing of every state in which the applicant holds or has ever held registration, certification, or licensure as a landscape architect with corresponding number, date of issuance, and date of expiration;~~
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- ~~(14) Answer yes or no to "Have you ever lost your certification or license for disciplinary reasons or been denied a registration, certification, or licensure as a landscape architect or disciplined by this board or another landscape architect licensing board in any other state or jurisdiction?"~~;
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- ~~(15) If the answer to (14) above is in the affirmative attach a detailed explanation of the yes answer;~~
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- ~~(16) Answer yes or no to "Have you ever been convicted of any felony, any misdemeanor, or a violation involving landscape architecture or the practice of landscape architecture, which has not been annulled?"~~;
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- ~~(17) If the answer to (16) above is in the affirmative attach a detailed explanation of the yes answer including name of the court, details of the offense, date of conviction, and the sentence imposed;~~

- (18) ***(1)*** Answer yes or no to the question “Have you ever held a ***Council of Landscape Architectural Registration Boards (CLARB)*** Council Record?”;
- (19) ***(2)*** Answer yes or no ~~and provide the date to~~ “I have requested CLARB to transmit my Council Record to the ~~board’s office on~~ ***licensing bureau***.”;
- (20) ~~List of post-secondary school, college, or university credits obtained including name of institution, years attended, whether or not the applicant has obtained a high school diploma or equivalency, major, and date degree was awarded;~~
- (21) ***(3)*** The names, complete addresses, phone number, occupation, and business relationship with the applicant of 5 references as specified in Lsa 302.03;
- (22) ***(4)*** ***Applicants who possess a non-accredited 4-year landscape architecture degree or a 4-year degree in a related field shall provide a list of the applicant’s employers demonstrating 5 years of professional experience, 3 of which shall be under the direct supervision of a licensed landscape architect. Applicants who possess an accredited 4-year landscape architecture degree or equivalent shall*** ~~list all employers the applicant has had within the immediately preceding 10 years~~ ***demonstrating a minimum of 3 years of professional experience. All professional experience listed shall be*** ~~and that is relevant to the license being pursued starting with the first employer and ending with the most current, including:~~
- a. Employer’s name and address;
 - b. Contact person including their phone number and position;
 - c. The date of employment;
 - d. The number of years employed; and
 - e. The title of the position and description of responsibilities; ***and***
- (23) ***(5)*** A supplementary experience record of the projects or assignments the applicant was involved in starting with the first project or assignment, and include:
- a. A brief description and identification of the project or assignment by job title; ***and*** location; ~~and total cost;~~
 - b. Identify which of the employers listed in (22) ***(4)*** above the project or assignment was undertaken for; ***and***
 - c. Identification as to what portion of the work the applicant was responsible for; ~~and.~~
- (24) ~~The applicant’s signature and date of signing below the following affidavit:~~
- ~~“I have read the contents hereof and understand that the correctness and truth of my statements as recorded in this application are material, not only to the issuance of the certificate of licensure, as applied for, but also to the retention of said certificate, if issued.”~~
- ~~(b) Applicants shall pay the application fee as specified in Ple 1002.22.~~
- ~~(e)~~ ***(b)*** Each applicant for licensure who is a graduate of a non United States or Canadian institution shall have their transcripts sent directly from CLARB ***or its successor to the licensing bureau.***

Readopt with amendment Lsa 302.02, effective 9-30-14 (Document #10679), to read as follows:

Lsa 302.02 Experience Requirements. Experience in the practice of landscape architecture shall be determined pursuant to RSA 310-A:146 as follows:

~~—(a) Experience shall be progressive on landscape architecture projects to indicate that it is of increasing quality and requiring greater responsibility;~~

~~—(b) (a) Only the work of landscape architectural nature shall be creditable;~~

~~—(e) (b) Experience shall not be obtained *or counted if it violates* in violation of RSA 310-A:155, II *relating to misconduct sufficient to support disciplinary proceedings shall not be counted*;~~

~~—(d) (c) Experience gained in the armed services, to be creditable, shall be of a character equivalent to that which would have been gained in the civilian sector doing similar work;~~

~~—(e) (d) Experience shall be gained under the supervision of a licensed landscape architect or if not, an explanation shall be made ~~showing~~ *explaining* why the experience should be considered acceptable;~~

~~—(f) (e) Teaching experience to be creditable shall be of an advanced level in a college, ~~or~~ university, offering a landscape architecture curriculum of 4 years or more that is accredited by Landscape Architecture Accreditation Board (LAAB) accredited program *or equivalent institution as approved by the board*;~~

~~—(g) (f) Successful completion of graduate study leading to ~~the~~ *a* master's degree in landscape architecture which has followed a baccalaureate degree in landscape architecture may be used for credit for one year's experience. If the ~~Ph.D.~~ *doctorate* in landscape architecture is completed ~~under the same conditions~~, 2-year's total experience shall be credited. The 2 years credit shall include the one year for the master's degree; and~~

~~—(h) (g) Experience shall not be anticipated. The ~~e~~ Experience shall have been received at the time of the application, *and shall not be listed in anticipation of obtaining it*.~~

Readopt with amendment Lsa 302.03, effective 9-30-14 (Document #10679), to read as follows:

Lsa 302.03 References Required.

(a) Each applicant for licensure shall provide the ~~board~~-*licensing bureau* with the names and addresses of at least 5 individuals, who shall provide references, and are not related to the applicant. At least 3 of the references shall be individuals having personal or professional knowledge of the applicant's experience as a landscape architect. At least 3 of the references shall be licensed landscape architects as defined by RSA 310-A:141, I, having detailed knowledge of the applicant's landscape architecture experience.

(b) Pursuant to RSA 310-A:149, II, references relating to experience in the practice of landscape architecture performed prior to March 28, 2007 may be provided by either a licensed landscape architect or a person practicing the profession of landscape architecture.

~~—(c) The board shall use as references any individuals, whose names appear in any part of the completed application.~~

Readopt with amendment Lsa 303.02, effective 9-30-14 (Document #10679), to read as follows:

Lsa. 303.02 Re-Examinations. Candidates failing an examination shall be entitled to ***one*** re-examination ~~upon payment of an additional examination fee pursuant to Lsa 301.03 (e)~~ ***for the same application.***

Readopt with amendment Lsa 304.01, effective 3-10-24 (Document #13849), to read as follows:

Lsa 304.01 Reciprocity.

(a) Candidates for licensure who are licensed, certified, or registered in another ~~state~~ ***jurisdiction***, provided that the other ~~state's~~ ***jurisdiction's*** licensure, certification, or registration requirements are substantially equivalent to or higher than those of this state, ***as specified in Plc 313.32***, shall ***apply in accordance with Plc 313.03.*** ~~to the board for licensure on the "Application for Initial New Hampshire Licensure as a Landscape Architect" form provided by the board as specified in Lsa 301.02(a), the fee per Lsa 301.03 (a). The verification of licensure or examination shall be obtained by the candidate for licensure and submitted to the board with the application for licensure.~~

(b) Each applicant for licensure who holds a CLARB certificate shall have the CLARB certificate sent directly to the ~~board's office~~ ***licensing bureau*** by CLARB, ***or its successor organization***, for evaluation.

~~(c) Applicants who do not hold a CLARB certificate shall submit the verification required pursuant to Lsa 304.01 (a).~~

Repeal Lsa 305.02, effective 9-30-14 (Document #10679), and hold such section in reserve as follows:

Lsa 305.02 Pocket Cards. Biennially, the board shall issue a licensure card, numbered to correspond with the landscape architect's assigned number to each licensed landscape architect upon renewal of the license. The card shall certify that the landscape architect holds a license in good standing and is authorized to practice landscape architecture to the date of expiration as shown on the card. ***RESERVED***

APPENDIX I

RULE	STATE STATUTE IMPLEMENTED
Lsa 301.01	RSA 310:4, II(c); RSA 310:5, I
Lsa 301.02	RSA 310:4, II(c); RSA 310-A:146, I
Lsa 302.02	RSA 310-A:146, I; RSA 310-A:147
Lsa 302.03	RSA 310-A:149, II
Lsa 303.02	RSA 310-A:151; RSA 310:4, II (c)
Lsa 304.01	RSA 310:4, II(c); RSA 310:5, I; RSA 310:17
Lsa 305.02 (repeal)	RSA 310-A:145