

Montana Board of Architects & Landscape Architects

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Licensing Requirements and Application Checklist Landscape Architect by Examination

License Requirements for Landscape Architect by Examination

Below are the minimum requirements you must meet in order to be licensed in the state of Montana.

1. Submit a complete application and all fees – [ARM 24.114.1401](#)
2. Submit a complete CLARB record; **OR**
Provide evidence of meeting the following education and experience requirements:
 - an applicant with an accredited landscape architect degree must have at least two years of practical experience in landscape architecture;
 - an applicant with a nonaccredited landscape architect degree must have three years of practical experience in landscape architecture;
 - an applicant with a bachelor's degree other than in landscape architecture must have four years of practical experience in landscape architecture;
 - an applicant with an associate's degree must have six years of practical experience in landscape architecture; or
 - an applicant with no post-secondary education must have eight years of practical experience in landscape architecture. – [ARM 24.114.1401](#), [ARM 24.114.1402](#)
3. Verification of passing LARE – [ARM 24.114.1401](#)

Checklist of Required Documents to Submit for Application for Landscape Architect by Exam

The following documents and additional forms are required in addition to the basic application. Some documents may be submitted directly by the applicant as part of the application. Others, such as transcripts, may need to be sent to the board directly from the source.

- CLARB record submitted to the Board office; **OR**
 - Proof of completion of education submitted directly from the source; and
 - Experience detail sheets verified by the licensed supervisor; and
 - Verification of passing LARE
- Official license verification from states and jurisdictions in which the applicant holds or has ever held a professional license of any type
- If you answered yes to discipline questions, include a detailed explanation on the event(s) and documentation from the source (licensing board, federal agencies/programs, or civil/criminal court proceedings such as initiating/charging documents, final disposition/judgement documents, etc.).

Application Fee(s) for Landscape Architect by Exam

The following fee(s) must be submitted with your application. Online applicants can pay using a credit card or bank account. If you submit a paper application you must submit a check or money order. Do not mail cash.

- \$325.00 application fee



You can apply for a license online at <https://ebiz.mt.gov/POL/> or download a paper application from the website. Online application is recommended.

Please include a valid e-mail address with your application. E-mail is the department's primary form of communication.

If you have any questions about the application process or the licensing requirements please contact the Department of Labor and Industry Professional Licensing Bureau using the contact information at the top of this checklist.

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