



## Montana Board of Architects & Landscape Architects

PO Box 200513  
301 S Park, 4<sup>th</sup> Floor  
Helena, MT 59620-0513  
Phone: 406-444-5711

Email: [UnitB@mt.gov](mailto:UnitB@mt.gov) Website: [www.architect.mt.gov](http://www.architect.mt.gov)

### Licensing Requirements and Application Checklist Landscape Architect by Examination

#### **License Requirements for Landscape Architect by Endorsement**

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 24.114.1404](#)
2. Submit a complete CLARB record or verification from CLARB of passing all parts of the LARE – [ARM 24.114.1404](#)
3. The Board will evaluate the current licensing requirements of your current jurisdiction to determine substantial equivalency to Montana qualifications for licensure – [ARM 24.114.1404](#)

#### **Checklist of Required Documents to Submit for Application for Landscape Architect by Endorsement**

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 or CLARB verification of passing the LARE submitted to the Board office
- 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 Endorsement**

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.**