LICENSURE PROGRESS
WORKSHEET

Name: _____   Date: _____

CANDIDATE GOALS
Use this section of the worksheet to identify top priorities, short- and long-term goals, and issues or expectations that should be addressed. Discuss your responses with your supervisor, and document an action plan and next steps.

SHORT-TERM (NEXT SIX MONTHS):
Example: schedule two exam divisions, attend a site visit

LONG-TERM (BEYOND SIX MONTHS):
Example: form an ARE study group, coordinate a lunch and learn

CAREER PATH:
Example: earn a license, work in sustainable design

CANDIDATE STRENGTHS
Take time to write down and share what areas—such as skills, interests, or specific tasks—you feel confident in.

AREAS FOR DEVELOPMENT
Are there any areas or topics you'd like to learn more about or improve on? Are there any current or potential barriers preventing you from such professional development? If so, take time to write them down below and discuss with your supervisor.

NEXT STEPS
Now that you've analyzed and discussed what areas you're excelling at, as well as those you may want to improve, take time to strategize ways you can achieve your personal goals and plan for future development.

PROGRAM PROGRESS

Use this side of the worksheet to document your experience and examination progress, and additional requirements in your jurisdiction.

EXPERIENCE

Document and review your completed Architectural Experience Program® (AXP®) tasks and reported hours in each of the six experience areas. Make sure to note any pending reports that may still need to be reviewed.

Experience Area	Competently Performed Tasks	Completed Hours
Practice Management (PcM)	/16	/160
Project Management (PjM)	/32	/360
Programming & Analysis (PA)	/18	/260
Project Planning & Design (PPD)	/17	/1,080
Project Development & Documentation (PDD)	/7	/1,520
Construction & Evaluation (CE)	/6	/360
Total	**/96**	**/3,740**

Notes:

EXAMINATION

Circle all passed Architect Registration Examination® (ARE®) divisions, and be sure to note any upcoming exam appointments or rolling clock expiration dates.

PcM   PjM   PA   PPD   PDD   CE

Notes:

ADDITIONAL REQUIREMENTS

Fill out this section if your jurisdiction has additional requirements. To check your jurisdiction's requirements, please visit www.ncarb.org/licensing-requirements-tool.

Jurisdiction:

Additional Requirements:

Notes: