

Diversity Recognition Program submission

Submitted by: Nancy Jenner, Deputy Director, Boston Society of Architects
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The BSA's inclusive networks

Program description: Fundamental to the BSA's success is a commitment to an inclusive culture. All BSA programs are open to everyone and individuals who are not architects and not members are encouraged to participate. Participation by a diverse community broadens and deepens the BSA's resources and creates a more robust network that supports BSA programs and events resulting in increased business opportunities and financially strong organization.

It is the committees, taskforces and networks that are at the center of the BSA universe. Over 50 groups meet regularly to network and to learn from each other and from building industry experts. It is not unusual for the BSA to host three, four or even more meetings a day at our downtown Boston headquarters. In addition, BSA-sponsored groups meet regularly on Cape Cod and in the metrowest area. We have groups that focus on codes, healthcare design, IT, BIM, housing, small practices, urban design, design for aging, building technology, residential design, legislative affairs, access, indoor air quality, sustainability, placemaking, interior design, feng shui and more. We have networks for young professionals, alien architects, black architects, women in design, marketing and PR professionals, firm administrators and IT professionals. As mentioned above, all BSA groups are open to everyone -- not just members -- and individuals may sign up to participate in one or more groups on the BSA website.

The focus of this submission is the networks, specifically the Women in Design (WID) network and the Alien Architects Roundtable. These two groups operate quite differently and are good examples of the diversity among BSA committees/groups/networks. As is the case with all BSA groups, these groups emerged because a core group of individuals believed there was a need. The BSA has never limited the number of networks, committees, taskforces or roundtable groups that it supports. Any group that expresses interest is given an opportunity to begin meeting and to see what develops. The BSA provides meeting space, meeting announcements and refreshments. This flexible structure allows groups to form and meet based on common interests and, because they come together for a shared purpose, many thrive. The BSA has had women-focused/women-led committees and networks on and off for the last 25 years. The current Women in Design Network was formed in the mid-90s by then BSA secretary Rebecca Barnes FAIA. She hosted a meeting of Boston-area women designers and the result was overwhelming interest in establishing an ongoing group. The network is intentionally inclusive of all design professionals and has an open leadership structure. Each year, WID sponsors a day-long conference at Build Boston that includes an award of honor program and an exhibit. The exhibit is open to students and professionals and often travels to other venues after the conference. In addition, WID often sponsors evening 'conversations' and other programs. A sub-group of women principals recently started meeting to address issues of particular importance to women in leadership positions in their firms.

The women principals group meets regularly for roundtable discussions and has sponsored mentoring events that are open to all. There are currently 1165 individuals subscribed to the BSA's Women in Design Network.

The Alien Architects Roundtable was formed and the group named by individuals living in Boston who were trained in foreign countries. Many of these professionals were licensed to practice architecture in their native countries but were struggling to find jobs, support families and navigate within a new culture. From its beginning, the Alien Architects Roundtable has provided support and resources for foreign-trained designers navigating the U.S. licensing process. They worked closely with NAAB and others to help streamline the degree evaluation process and regularly invite NAAB staff to visit Boston to illuminate the licensing process. They have also worked closely with firm principals, encouraging them to hire foreign-trained professionals and to provide support and leadership for individuals they do hire. Fundamental to the Alien Architects Roundtable's success is the camaraderie established among the members based on their shared experiences as 'aliens'. Boston is fortunate to attract many foreign-trained professionals and the more we can do to support and include them in the profession and the professional organizations, the stronger and richer and more diverse are the firm culture and the professional community. There are currently 347 individuals subscribed to the BSA's Alien Architects Roundtable.

Lessons learned: Being inclusive and allowing everyone to participate in BSA programs, committees, networks and roundtables enriches all that we do. More participation begets more participation and more participation results in more members and stronger finances which provides resources for the BSA to develop even more programs, resources and services.

Inviting individuals from diverse backgrounds and professions at all stages of their education and professional careers to participate in professional organizations will help us reach our goal of a more diverse and more representative profession.

Thank you for considering this BSA initiative for the Diversity Recognition Program.

Women in design flourish at Build Boston

On **November 13**, the Women In Design (WID) Network hosts its eighth annual conference at Build Boston—an event that attracts a larger and larger group of attendees each year. The conference’s popularity reflects the WID Network’s growth as a critical resource and support system for Boston’s women design professionals.

WID member Audrey O’Hagan AIA, of Audrey O’Hagan Architects, appreciates the network for the camaraderie, mentoring, and knowledge-sharing opportunities.

“There’s positive energy, and people are always looking to improve professionally and to help others as well. I go back to the office with that energy, inspired and ready to use it somewhere,” says O’Hagan. “You also meet people of varying levels of experience and ages groups, so it’s a wonderful opportunity to find role models, share ideas, and examine career options and opportunities.”

Women have been a part of the BSA since the first woman joined in the 19th century. Still, even today, women represent just 23 percent of the BSA’s AIA and Associate AIA membership.

The first formal network of women known to have been established under the BSA umbrella was the Women in Architecture Committee initiated in the mid-1980s by Melissa Bennett AIA, who also went on to chair the national AIA Women in Architecture Committee. A second incarnation of this women’s network at the BSA was led by Leslie Moldow and Susan Wright until 1991, when Nancy Angney AIA became the committee chair for a few years. In 1995, Kathy Ledoux AIA picked up the reins and led the group through 1998.



November 13, 8:00 am to 9:00 pm
Early registration deadline: October 19
Seaport World Trade Center
buildboston.com/wid

In 1999, when Rebecca Barnes FAIA was secretary of the BSA and a member of the executive committee, board meetings were still a mostly male gathering. Barnes began to brainstorm with others about ways to gather allies to support and nurture women as future leaders. In June 1999, Barnes hosted a dinner attended by 40 colleagues working in many design disciplines. By that September, a series of “conversations” about professional-development, career-management, and other issues was drawing 60 to 80 women to the BSA each month, and in November 2000, the first WID conference was held at Build Boston.

The tradition continues today. The WID Network still sponsors “Conversations,” moderated panel discussions followed by a spirited dialogue among the participants. Each June, the WID Network celebrates with a reception open to all members and allies in all the design professions.

And, of course, the group hosts a full-day conference at Build Boston every November—which this year is led by conference co-chairs Kitty Li of LIK Group and Rosemary Porto of Luxury Kitchen, both in Westwood.

A continental breakfast and exciting discussion kick off this year’s WID conference events. For the first time, the members of Boston’s Mandarin Oriental “dream team” will share their inside stories about one of the most talked-about real-estate developments in the new century (event A01).

This year’s WID conference exhibit showcases projects that offer insights into how materials help drive the multilayered design process. The displays illustrate how different design professions can use mundane materials in innovative ways to enhance the quality and expression of their work.

In addition to an awards luncheon honoring three extraordinary women, the conference offers workshops on going back to school for a post-professional degree, means of being both creative and productive at work, secrets to satisfied clients, the synergies of historic preservation and sustainable design, and more.

To register or for more information about the WID conference, visit buildboston.com/wid. For more information on the WID Network, go to architects.org/wid or call/write Nancy Jenner at 617-951-1433 x227/njenner@architects.org.

Other BSA networking groups

*A group of architects from other nations, the **Alien Architects Roundtable** shares information, wisdom, tips, ideas, and other intelligence on everything from finding work to dealing with U.S. licensing issues.*

*The **Architects/Engineers Network** brings together architects and engineers interested in discussing how to develop interdisciplinary initiatives that serve both professions.*

*The **Black Architects Forum** provides an opportunity for professionals to share information on career development, job opportunities, professional-development options, and anything else of interest—and is also an opportunity for informal networking.*

*The **Cape and Islands Network** gathers regularly in Hyannis and occasionally elsewhere for evening workshops on a range of design, practice, marketing, and other issues of significance to those living and practicing on Cape Cod, Martha’s Vineyard and Nantucket.*

*The **MetroWest Network** offers informal information exchanges, workshops, social events, and other networking opportunities at various venues throughout MetroWest.*

*The **Women Principals in Architecture Network** discusses practice and related issues, including family leave, mentoring, and life/work balance strategies.*

*The **Young Professionals Network** holds informal quarterly meetings to socialize and learn from each other.*

For meeting times, locations, and other details, as well as information on other BSA networking opportunities and committees, visit architects.org/committees.

Build Boston

November 18–20, 2008
Seaport World Trade Center, Boston

The convention and tradeshow
for design, building
and management professionals.

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9th Annual Women In Design Conference

Tuesday, November 18

On Tuesday, November 18, the BSA's Women in Design Network sponsors its annual conference. "Women.Power" is a full day of workshops and events designed to open your mind, engage your imagination, and lead you to discover new ideas that will enhance your career and your life. The conference features an awards breakfast, workshops and an exhibit.

Please note that some of the sessions run concurrently and you will be asked to choose the session you would like to attend during a given time period.

A09 Women in Design Awards breakfast
8:00 – 10:00 am

When you participate in WID, you build strong networks, have access to empowering opportunities, and are inspired to achieve your professional goals and dreams. This breakfast session is another chance for you to connect with your peers, clients, or someone new. In addition, we celebrate the extraordinary women who will receive this year's Women in Design Awards of Honor. (Please note that AIA/CES learning units are not offered for event A09.)

A29 The work, concerns, and leadership of Women In Design
10:30 - noon

We explore three women in design themes: the work – fresh developments, the process, and the design outcomes of women design leaders; the realities of women in design professions – the statistics, salaries, and future projections; and the leadership – what it looks like, how it feels, and what the future challenges are. We wrap up with a summary of goals and a call to action for the design professions.

A30 Power and influence: presentations that move decision-makers to action!
10:30 - noon

Impressing decision-makers helps win work, change legislation, shape the community where projects are located, affect board votes, and facilitate permitting and approvals. When you present information that may influence a decision that helps you move forward, you need more than just good presentation skills – you need strategies that help you get the results you seek. This session assumes you are already an excellent presenter. We explain how to integrate the techniques that make a difference and how to impress decision-makers by adopting a new standard of sophisticated, forward-looking presentation approaches that really work.

A46 Leadership development action items
1:00 – 2:30 pm

Career wayfinding, development, and advancement are predicated on effective leadership. We describe how to maximize your leadership strengths, understand and work through the obstacles to becoming a strong leader,



Identify and create leadership opportunities, and develop tools for promoting yourself as an effective leader. We suggest tactics and strategies you can put to immediate use.

A51 Successful placemaking: the integrated design team approach

1:30 – 3:00 pm

This workshop focuses on integrated design team process. Professionals in the fields of planning, landscape design, and public art establish a cross-disciplinary dialogue and present noteworthy case studies, such as the Brooklyn Queens Expressway Reconstruction Project, the Concord River Greenway in Lowell, Massachusetts, Percent for Art projects of the City of Cambridge, and several public parks in Boston. The integrated design process includes the engagement of the community in the design and planning process. Our panel of experienced team leaders recounts experiences related to integrated design and community process and offer insight into its benefits, its challenges, and effective strategies for success.

A55 I don't know how she does it... ?!

1:30 – 3:00 pm

It's a constant challenge for women in the male-dominated A/E/C industry to sustain our careers while being involved mothers. A few successful career moms in the industry describe how to have a successful career while being an active mother. We describe strategies for approaching your boss and your firm about non-traditional work hours. We also discuss how working part-time can be a short-term solution and why a healthy work/life balance is essential. Women who do it all share their stories.

A66 Power networking

3:30 – 5:00 pm

Connections with the right people can put you on the path to success, and resources in your network determine how effectively and efficiently you can get things done. Learn how to build a powerful network with the right methods and tactics. A networking expert shows you the tactics, a building industry professional explains how to grow your network by helping others and how to be an effective and well-respected networker, and a business owner shares her experience in leveraging her network's power to build and grow her business.

A73 Integrated green – retail case study

4:00 – 5:30 pm

In spring of 2008, W/S Development broke ground on a 600,000-sf life-style center in Dedham, Massachusetts. Among the dozens of tenants are Whole Foods Market and LL Bean, known leaders in fitting-out sustainable stores. The project was marked by the collaborative process of a unique team of developer, tenants, architects, contractor, and consultants who worked together to achieve the common goal of building a sustainable and profitable place to shop. Learn what each party's goals are in creating a sustainable retail project and how to implement a process that brings all members of the team together to begin working as a group.

A85 The Women in Design exhibit workshop

6:00 – 7:30 pm

This year's exhibit workshop focuses on the power of design in creating resolutions and making a difference in the world in which we live. Every project holds a challenge and every designer aspires to offer a resolution. From inception to completion, each project presents opportunities to develop creative solutions along the way. From the minute level of details to the macro scale of planning, good design brings positive change. Problem-solving with optimism can result in functionality, increased efficiency, and enhanced beauty. The goal of this workshop is to explore how design professionals take on challenges and how their solutions make a difference at multiple scales. Panelists in this workshop talk briefly about how their own design work has led to resolutions and made a difference, and they also analyze the work submitted for the related exhibit.

A91 The human connection: bring your leadership skills to life!
6:30 – 8:00 pm

How do you create the climate of trust that surrounds effective leaders? It starts by transforming the way you see yourself and your colleagues. You learn how to recognize your unique leadership styles, engender trust in others, effectively guide those they lead, and inspire others to action. In this highly interactive workshop, you learn how to connect and make an impact as a leader at work, with clients, and in your community.

To learn more about the Women in Design network, visit www.architects.org/wid.

The package cost for the symposium is \$325 if you register before October 24 and \$365 if you register after that date (this is a significant savings over the individual workshop costs). However, you may choose to register for one or more individual sessions by selecting the individual workshops in the a la carte section of the online registration site or under section 3 on the paper registration form.



The Women In Design Network

Who we are

The Women In Design (WID) Network, sponsored by the Boston Society of Architects, is a community of women in the design professions, at all levels, in all roles, who come together for discussion, fellowship and exchange of design and professional practice ideas. [Click here to read a brief history](#) of the network.

Mission statement

The Women In Design Network's mission is to:

- Build a network of connections among women professionals involved in the built environment through architecture, landscape architecture, interior design, engineering, urban design, public art, graphic design, planning and construction;
- Use those connections to foster training, mentoring and professional development;
- Provide a forum for discussion of current issues in design, construction, practice and management; and
- Promote a professional environment centered on teamwork, enjoyment, and collegiality.

The means the network employs to achieve these ends are its "Conversations" series, conferences, awards, exhibits, and other events.

'Conversations'

The Women In Design Network sponsors occasional meetings called "Conversations." These events feature topics relevant to all professions that shape the built environment and are attended by architects, contractors, landscape architects, interior designers, artists and others. The structure of these "Conversations" is typically a moderated panel discussion followed by a spirited dialog among the participants. Topics range from design work to professional development, public art to life/work balance, and mentoring to building relationships on the construction site.



Women in design: a brief history

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Women have been a part of the Boston Society of Architects since the first woman joined in the 19th century. Although there have always been significantly fewer women than men since the BSA's founding in 1867, the strong voices of the women architects who participated over the years have contributed significantly to the organization and the profession. For the past 20 years, the BSA has welcomed other designers, building industry professionals, and the public to participate in programs and to become members. This inclusive approach has brought thousands more women into the BSA network.

The first formal network of women known to have been established under the BSA umbrella was the Women in Architecture Committee initiated in the mid-1980s by Melissa Bennett AIA, who also went on to chair the national AIA Women in Architecture Committee. A second incarnation of this women's network at the BSA was led by Leslie Moldow and Susan Wright until 1991, when Nancy Angney AIA became the committee chair for a few years. In 1995, Kathy Ledoux AIA picked up the reins and led the group through 1998.

In 1999, when Rebecca Barnes FAIA was secretary of the BSA, board of directors meetings were still a mostly male gathering. In her characteristically charismatic way, Rebecca began to brainstorm with others about ways to gather allies to support and nurture women as future leaders. In June 1999, Rebecca hosted a dinner attended by 40 colleagues working in many design disciplines. By September, a series of "conversations" about professional-development, career-management, and other issues was drawing 60 to 80 women to the BSA each month, and by November 2000, the first Women In Design conference was held at Build Boston. The tradition continues each June, when the Women In Design Network--always open to all members and allies in all the design professions--celebrates with a reception, and each November, when a larger and

Are you on the WID email list?

If not, [subscribe now](#).

WID Award of Excellence 2008

Nominations must be received by 5:00 pm Friday, August 15, 2008

[Call for Nominations](#)

WID Exhibit 2008

The WID Exhibit focuses on powerful ideas and design.

[Call for Entries & Downloadable Logo](#)

Past Award of Excellence recipients:

2007
Jill Medvedow
Elise Woodward AIA

2006
Doris Cole FAIA
Coco Raynes
Adèle Naudé Santos FAIA

2005
Valerie Fletcher
Jennifer Jones ASLA
Maryann Thompson AIA

2004
Ann M. Beha FAIA
Marion Pressley FASLA
Martha Schwartz ASLA

2003
Sarah Harkness FAIA
Andrea P. Leers FAIA
Victoria V. Sirlanni IIDA

2002
Barbara Boyian AIA
Joan Goody FAIA
Sharon Matthews AIA
Honorary, Posthumous award: Lynda Lloy Hack IIDA

2001
Elizabeth Padjen FAIA
Carol R. Johnson FASLA
Clara Wainwright

2000
Rebecca Barnes FAIA
Judith Nitsch PE
Jane Weinzapfel FAIA

larger group of women (and men) gather for the network's annual one-day conference at Build Boston.

Women In Design is a volunteer-led network with hundreds of women participating as organizers, panelists, conference volunteers, and participants. We invite you to join us.

For more information on the Women In Design Network, contact Nancy Jenner at the Boston Society of Architects, at njenner@architects.org or 617-951-1433 x227.



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Helping international architects work in the U.S.

ARRIVING IN BOSTON FROM ELSEWHERE IN THE WORLD can be challenging. The BSA Alien Architects Roundtable is a

great way for foreign architects to network and learn from each other's experiences while living in the United States; our primary mission is to help foreign architects understand the process of becoming a licensed architect in the United States. Most recently, the roundtable has been discussing the new online Evaluation Services for Architects (EESA) application, at eesa-naab.org, from the National Architectural Accrediting Board (NAAB). This online application process is less cumbersome than the old paper evaluation, which usually took six months to complete, and also is significantly different in other aspects. Applicants can check their evaluation status online at any time and receive their completed evaluations electronically.

From March to September of this year, 248 applicants had opened application files online. Among them, 148 applicants had

submitted their complete applications and already received their evaluation reports. NAAB now has two full-time staff members working on the EESA project and has started building an online EESA database and reference library.

The Alien Architects Roundtable is working closely with NAAB to update the roundtable's website, which is accessible through architects.org/committees. In the meantime, visit eesa-naab.org for more information regarding EESA evaluations.

Interested in joining the group? Email aliens@architects.org. ■ CE

*Rafael Acosta LEED AP and Leonardi Aray Assoc. AIA Co-chairs
BSA Alien Architects Roundtable*

BSA hosts reception for international architects

December 13, 6:00 pm
RSVP by December 10
The Architects Building

THE BSA HOSTS ITS THIRD ANNUAL holiday reception for architects, interns, and other design and construction industry professionals from other nations on **December 13** at 6:00 pm.

Sponsored by the BSA's Alien Architects Roundtable and hosted by BSA President Hubert Murray AIA, RIBA, this reception is for all members and nonmembers interested in joining us for food, drink, and an evening of informal networking and socializing. We urge readers to pass the word on to others who may be interested in this event.

There is no charge, but reservations are required so we can order enough wine and shrimp. RSVP to bsa@architects.org or 617-951-1433 x221 by December 10.



Shape the new state building code

December 19, 8:30 am
The Architects Building

MASSACHUSETTS WILL HAVE a new building code in 2008. The seventh edition of the code will be based on the 2003 International Building Code—with numerous Massachusetts amendments—and the opportunity for public comment ends December 6

The BSA Codes Committee hosts a discussion of the draft seventh edition and submitted

comments at its regularly scheduled meeting on **December 19** from 8:30 to 10:00 am. Join the group as it looks ahead to the future of building codes in the commonwealth of Massachusetts.

A draft version of the proposed code can be viewed at the Massachusetts Department of Public Safety website, accessible through mass.gov. ■ CE/HSW

*Vernon Woodworth AIA
Chair, BSA Codes Committee*

BSA connects homeowners with designers

Deadline: December 28
architects.org/project_handbook

THROUGH ITS HOMEOWNER'S PROJECT HANDBOOK, the BSA annually provides a free, up-to-date resource for homeowners and small-business owners considering renovations, additions, or new construction projects. Listings in the Homeowner's Project Handbook are open to

designers who are current AIA or Associate AIA members of the BSA and the Central and Western Massachusetts AIA chapters. The deadline for inclusion is **December 28**.

Sign up now by downloading a listing form at architects.org/project_handbook. Or contact Andrew Baldwin at 617-951-1433 x242 or abaldwin@architects.org.

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Committees

The BSA offers a rich variety of committees, task forces and networks addressing issues of significance to the profession and the community.



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Alien Architects Committee

Arriving in Boston from elsewhere in the world can often be challenging. The Alien Architects Committee is a group of architects from other nations who gather monthly at the BSA to share information, wisdom, tips, ideas and other intelligence on everything from finding work to dealing with U.S. licensing issues. Everyone is welcome. The group meets the 1st Thursday of every month at 6:00 pm at The Architects Building, 52 Broad Street, Boston. For more information, call/write Rafael Acosta LEED® AP (617-478-0300)/aliens@architects.org or Leonard Aray, Associate AIA (617-267-6408/leonardiaray@rocketmail.com).

Committee members have gathered the following information to help fellow foreign-born architects obtain a license to practice architecture in the US.

- » [getting licensed in the US](#)
- » [IDP & NCARB](#)
- » [education evaluation](#)
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How do I become licensed in the US?

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There are three very large steps to become licensed as an architect in the USA. The system is referred to under the following acronyms.

EESA = Education Evaluation Services for Architects
 NAAB = National Architecture Accrediting Board
 NCARB = National Council of Architectural Registration Boards
 IPD = Intern Development Program
 ARE = Architect Registration Examination

1. You have to have your education evaluated by ESSA at NAAB to compare it to the NCARB Education Standard. [Click here](#) to learn more about education evaluation.
2. You have to complete IDP which is a 3 year intern program, and only one year of working abroad will count towards that program regardless of how much experience you have. Some states allow you to be exempt IDP if you have been a principal in a foreign firm for five or more years.
3. Once you have completed the first two steps you will be allowed to take the ARE.

Warning:

Every state has different rules, so you must visit the NCARB site and check what the requirements are in your state.
<http://www.ncarb.org/stateboards/index.html>

How do I start IDP?

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The NCARB site explains this well on the following pages:
<http://www.ncarb.org/reciprocity/foreign.html> and
<http://www.ncarb.org/reciprocity/intfaq.html>. Also see the BSA's IDP Committee

page at www.architects.org/idp for more information.

First register with NCARB at http://www.ncarb.org/Forms/req_idp.html.

In order to be eligible to sit for the ARE, candidates must achieve both the NCARB Educational Standard and IDP training requirements. Most states now require candidates to have completed the Intern Development Program (IDP), which is administered by NCARB. However, each state has its own unique requirements; visit the NCARB website (<http://www.ncarb.org/idp/index.html>) and contact your State Board to verify their specific requirements.

To begin the IDP process, you must first establish your Council Record with NCARB. NCARB Council Records monitor candidate's education and training. After licensure is achieved, Council Records must be kept active (with annual fees) in order to maintain your license. For a Council Record application form, and fees, visit the NCARB website (<http://www.ncarb.org/idp/councilrecord.htm>). To order an information packet which includes the "Intern Development Guidelines" booklet, see http://www.ncarb.org/forms/req_idp.html or call 1-202-783-6500. The application form is brief, and it is worthwhile to apply as soon as possible—especially since many states will not accept retroactive training beyond four months of your NCARB application date. Fees are detailed in the "Intern Development Guidelines" and website.

You do not need to have achieved the NCARB Educational Standard in order to begin your Council Record. However, before you may begin IDP, you must have completed a minimum education requirement. See <http://www.ncarb.org/idp/idpentry.html>.

Once you have begun the Intern Development Program, you must undertake 3 steps (which are explained in the IDP information, printed and online):

1. Identify a Supervisor
2. Select a Mentor
3. Establish a Record of IDP Activity: Every 4 months, you must report your activities to NCARB on a logsheet. In total, IDP training requires 700 units in various activity areas (1 unit = 8 hours). See <http://www.ncarb.org/idp/idptraining.htm>

Upon completion of IDP, NCARB reviews your training record and notifies you of any deficiencies. Simultaneously, NCARB will request evidence that you have met the Educational Standard. Once both educational and training standards are met and all NCARB fees have been paid, NCARB will forward your Council Record to your State Board. Your State Board will then determine your eligibility to sit for the Architect's Registration Exam.

Download a copy of NCARB National Education Standard at <http://www.ncarb.org/Publications/freepubs.html>. (Scroll down and click on Education Standards.)

Educational Evaluation

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Download a copy of the ESSA

<http://www.naab.org/information2657/information.htm>

The NAAB (National Architectural Accrediting Board) administers the EESA (Education Evaluation Services for Architects). In lieu of completing an NAAB-accredited degree, foreign educated applicants may undertake an EESA in order to meet the NCARB Educational Standard.

Visit the NAAB website, from which you can access information about the EESA (<http://www.naab.org/information2657/information.html>.) NAAB provides detailed instructions and application form on their website. The EESA evaluation is based on the NCARB Educational Standards. NCARB establishes the required credits which must be achieved in General Education, History, Human Behavior and Environment, Design, Technical Systems, and Professional Practice. The Application Fee (in 2003) is \$800.

The purpose of the ESSA evaluation is to compare your education to those architects trained in the USA in NAAB accredited schools. It is up to you to Americanize your education to fit in their categories.

Translate your education course to read in such a way that it looks as much like the American requirement as possible. You may have to work with your university so that they understand that subjects taught under one title in your country may be called something different here. In addition in some country 'structures' are often taught in studio time, not in a lecture theater so you have to pull the hours you had in structures in the studio into a separate hours.

You basically get one shot at filling in the form, so make sure it's right.

Your education will be found 'deficient' in certain subjects. Most applicants, even English speaking applicants are found deficient in English. It is unfortunate that NAAB have chosen to use the word deficient which is offensive as most foreign trained architects have spent longer studying architecture than US architects. The correct wording should be different.

Once you fill in the form correctly you send it to NAAB with all the information and documentation they ask for plus the check.

DO NOT SEND IT PIECEMEAL THEY WANT ALL THE INFORMATION TOGETHER IN ONE PACKAGE.

Tips on completing the EESA form.

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Tips listed below are based on a successful, but they are not comprehensive. The exact evaluation process still remains a mystery. It is unknown how the evaluators perceive various non-US education systems. Pay attention to the fine print in the NAAB instructions. Follow the provided instructions EXACTLY. Some tips are:

1. Start to prepare early. It takes time to gather all the required information, especially in requesting information from foreign universities. All information must be presented in English, so allow time for translations, if necessary.
2. Review NCARB's Educational Standards, and tally your course credits (based on the Educational Standards headings). If your EESA evaluation falls short of meeting the required course credits, you will need to either a) appeal or b) take the required course hours and re-submit your application to NAAB. In case of the latter, you will need to verify with NAAB that the proposed additional course(s) will meet the Educational Standard. (There is no fee for submitting additional course credits after the initial evaluation. Reportedly, NAAB has a relatively quick turn-around for evaluating additional course credits.)
3. Generally, save the information which EESA requires (i.e. your old course handbooks, course syllabi/descriptions, diplomas, and course transcripts.) Alternatively, contact your universities to collect this information.
4. Always refer back to the EESA application requirements. However, helpful information to include MAY BE the following:
 - a. Course syllabi and/or course descriptions (may be part of course handbook). Include an explanation for why anything is missing.
 - b. Overview information about the structure of your course, say, from a course handbook, if available.
 - c. Course transcripts
 - d. Transcript conversions: Often, other countries have different ways of listing course credits and grades. Either in a letter from your university, in the course transcript, or course handbook, indicate: a) what a unit equals and b) what the marking system means. This is not required but may be helpful.
 - e. Course degrees
 - f. Portfolio pages: These pages are not required, but EESA evaluators may ask you for them later. It may be beneficial to include them in your initial application to prevent delays later on. Content is the key to best represent substantial studio projects at the required levels described in the design requirement section of the educational standard.
5. Organize, edit, and present. Include only the critical pieces of paper (and not your entire course handbook). File the required information in an easy-to-understand format.
6. Application form: this is straight-forward, but some tips are:
 - a. If helpful, retype it yourself, using similar format.
 - b. Using the NCARB Education Standards, determine which course category each of your courses falls into. Read the fine print, and follow the logical subject examples that they list. It is possible that a course covers more than one category; if so, use the % column.
 - c. The form asks you to distinguish between Required ("Req") and Elective ("Elec") course. The particular course designation depends on each school (most likely, this is defined in your course handbook).
 - d. Indicate whether the course was a lecture ("Lect") or studio ("Stud") course.
 - e. The number of weeks = the number of weeks the course ran (i.e. for 1 term that was 10 weeks long).
7. Evaluation response from NAAB: the NAAB-EESA application form states that the evaluation process takes a minimum of 3 months. This is not accurate. It takes longer, especially if you are missing any information or additional translations are required.

FAQ about ESSA

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Where can I find help with filling out the form?

The Alien Architect Roundtable run workshops on How to fill in the ESSA form and prepare your documentation correctly in June at the BSA and at Build Boston in November.

Where do I go to get a document notarized?

Your local town hall should have a notary public on the staff.

Would doing a Masters help my application?

Most American University will not accept you into a Graduate course if you are already a qualified architect. It is unethical to take money from you to teach you what you already know.

Can I include any post graduate degrees and or diplomas in my application?

ESSA assess you initial architectural education that you completed to become an architect in your country, and will not consider additional post-graduate courses. In addition they will not consider alternatives, so even if you have written a book in English this will not count towards your English credits. The report assesses your education, not your skills as a professional.

I know my education will be found deficient in some subjects. Can I save time by doing the course now?

No. Wait until your assessment record is returned. The course may not count if you do it now.

How long does it take?

Currently it appears that the process takes a minimum of six months, once you have sent off your information. There is only one person who reads and assesses every applicant's education. Applications are reviewed in the order they are submitted in. The assessor does not work in the NAAB office in DC so nagging the staff at NAAB will not speed up your application.

Extra Courses, Where do I take them in Boston?

Once you have received your EESA assessment, you may find that you are required to take additional courses. Some courses such as English composition can be satisfied with an exam, while others will need to be taken at a NAAB accredited school. All courses should be pre-approved by NAAB prior to enrollment.

English Composition

The College-Level Examination Program provides exams to determine college-level proficiency. If you feel your English composition skills are adequate, consider taking this exam. Information can be found at <http://www.collegeboard.com/student/testing/clep/about.html>

Courses

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Other design courses can be taken at NAAB-accredited schools. Note that architecture programs are not typically designed so that each course directly satisfies a NAAB requirement. Programs are usually evaluated as a whole to ensure that each requirement is met with a combination of courses. This means that schools may not have one course that satisfies your requirement.

• **Boston Architectural Center (BAC)**
320 Newbury St, Boston, MA 02115
Admissions: 617-585-0123

The BAC will provide courses on an individual basis through the Continuing Education department or for guest students. To determine which courses are offered, call the admissions office to make an appointment. Please bring your EESA assessment. There is a \$400 fee to take advanced-level courses as a guest.

• **Harvard Graduate School of Design**
48 Quincy St, Cambridge, MA 02138
Admissions: 617-495-5453

The GSD does not provide individual courses; however, they do

provide a post-professional master's degree.

• Massachusetts Institute of Technology
77 Massachusetts Ave, Cambridge, MA 02139
Admissions: 617-253-3613
MIT does not provide individual courses; however, they do provide a post-professional master's degree.

• Northeastern University
151 Ryder Hall, Boston, MA 02115
Architecture Department: 617-373-4637
Northeastern does not provide any courses individually, and students may not enter the master's degree program without an undergraduate degree from Northeastern.

• Wentworth Institute of Technology
550 Huntington Avenue
Boston, MA 02115-5998
Division of Professional and Continuing Studies 617-989-4300
Architecture Department 617-989-4450
Wentworth offers courses through its DPCS program. The range of courses available varies. The architecture department may offer other courses; however, expect to be transferred from person to person before finding one who knows the answers.

Visa Information

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The US Bureau of Citizenship and Immigration Services and US Department of State regularly amend regulations and alter processing and filing procedures. For legal advice seek the assistance of immigration attorney.

The links below may help answer your questions. We do not endorse any of the links.

» American Immigrant Lawyer Association.
<http://www.aila.org/contentViewer.aspx?bc=16>

» Foreign Born:
<http://www.foreignborn.com>

» Irish Immigration Center:
<http://www.icenter.org/faqs.html>

» Irish Emigrant Online: Advice from the Irish Immigration Service in Boston:
<http://www.emigrant.ie/article.asp?iCategoryID=282&iArticleID=26704>
<http://www.emigrant.ie/article.asp?iCategoryID=282&iArticleID=26868>

» U.S. Department of State, Bureau of Consular Affairs, Visa Services http://travel.state.gov/visa_services.html

» University of Massachusetts Changing Visa's advice
http://www.umass.edu/jpo/fso_crstd.html

» Massachusetts Institute of technology's website
<http://web.mit.edu/scholars/allscholars.html>

» US Journal of Academics:
<http://www.usjournal.com/en/students/info/visa.html>

» California-based law firm, Bernard P. Wolfsdorf site listing immigrant visa options:
<http://www.wolfsdorf.com/immigrant.htm>

» Roy Watson, immigration attorney:
www.watson-law.com

Consulates in Boston

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Brazil
www.consulatebrazil.org

Canada

www.can-am.gc.ca/boston/

Columbia
<http://www.consuladocolombiaboston.com/>

Denmark
www.ambassade.dk/dkusabosc.php3

Finland
www.formin.finland.fi/netcomm/org/orgdata.asp?elem_id=775&LAN=EN

France
www.consulfrance-boston.org

Germany
www.germanconsulate.org/boston

Greek
www.greekembassy.org/Embassy/content/en/Root.aspx?office=5

Hungary
www.net.hu/boston-consul/

Israel
www.israeemb.org/boston

Italy
www.italianconsulateboston.org

Japan
www.boston.us.emb-japan.go.jp

Mexico
www.capitalvenue.com/MexicoConsulateBoston.htm

Romania
www.roboston.com

Spain
www.spainconsul-ny.org/boston.html

Switzerland
www.geneva.ch/boston2000.htm

Thailand
www.thai-la.net/boston.htm

UK
www.britainusa.com/boston/

Other sites for Alien Architects

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http://www.architectureweek.com/2003/1203/design_1-1.html

http://www.open2.net/modernity/3_2.htm

<http://www.orreman7.com/AncientAliens2.html>

<http://www.hughpearman.com/articles/cwa40.htm>

<http://www.hughpearman.com/articles/foa4.html>

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