



FEDERAL PROFESSIONAL QUALIFICATIONS  
DOCUMENTATION FOR ARCHITECTURE

Date: \_\_\_\_\_

Name: \_\_\_\_\_

Organization: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Website: \_\_\_\_\_ Email: \_\_\_\_\_

Telephone: \_\_\_\_\_

\_\_\_\_\_ I would like to be included on the Ohio Historic Preservation Office list of qualified consultants.

\_\_\_\_\_ I would like my qualifications to be reviewed, and status determined, but I do not wish to be included on the consultants list.

The following information is requested to document professional qualifications meeting or exceeding the requirements of the federal government, as stated in "Archaeology and Historic Preservation: Secretary of the Interior's Standards and Guidelines," *Federal Register*, Vol. 48, No. 190-September 29, 1983, Pt. IV.

The minimum professional qualifications in architecture are a professional degree in architecture plus at least two years of full-time experience in architecture; or a state license to practice architecture.

A. List professional degrees in architecture. Include degree, year, institution and area of specialization.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

B. List your experience in architecture, including employer, dates employed, title, nature of work, and length of experience converted to full-time months.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

C. State License to practice architecture? \_\_\_\_ Yes \_\_\_\_ No State \_\_\_\_\_  
Effective date of license \_\_\_\_\_  
Do you have LEED certification? \_\_\_\_ Yes \_\_\_\_ No  
LEED Credential Type: Specialty \_\_\_\_\_ Area \_\_\_\_\_

ALL APPLICANTS

- A. Attach a statement with any other information or explanations which you would like to have considered.
- B. Attach a current resume to this **completed** form.
- C. The information submitted on this form and associated attachments are accurate to the best of your knowledge.
- D. By submitting this form you agree that for work in all program areas of the State Historic Preservation Office to follow State Historic Preservation Office guidance and processes regarding research, scholarship, presentation of prepared documents, and accepted methods for citing and quoting another's work, published sources, and copyrighted material. You pledge to carry out work in an ethical and professional manner. You understand that failure to abide by this pledge may result in removal of your name from the Consultants' List.

Name: \_\_\_\_\_ Date: \_\_\_\_\_

Signature: \_\_\_\_\_

Submission Process:

1. Submit your documentation to the State Historic Preservation Office by email: shpo@ohiohistory.org
2. The State Historic Preservation Office will review your documentation and provide you with our opinion as to whether your qualifications meet the standards established by the National Park Service.
3. If you are requesting to be included on the State Historic Preservation Office online list of qualified consultants, you will receive a notification email for payment after review. The annual subscription fee is \$60. Subscription to the Consultants List is on a state fiscal year (July 1<sup>st</sup> – June 30<sup>th</sup>). You will receive a renewal notification email each year in June for the upcoming state fiscal year.
4. If your qualifications meet the standards, the fee will be processed. If we find that you do not meet the standards, your fee will be returned with an explanation as to why your qualifications do not meet the standards.

Contact the State Historic Preservation Office with questions at the address above, by calling (614) 298-2000, or by email: shpo@ohiohistory.org.