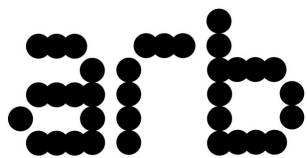


**Prescription of qualifications**

# ARB Criteria at Part 3

Approved: January 2010  
Effective From: 2011/2012



Architects  
Registration  
Board

# Introduction

**Under the Architects Act 1997, the Architects Registration Board (ARB) has the responsibility for prescribing the qualifications and practical experience required for entry onto the UK Register of Architects.**

The General Criteria below describe the subject material that must be covered by students gaining qualifications that are prescribed by ARB at Part 1 and Part 2 levels. The same General Criteria are applied to those seeking to establish the equivalence of non-prescribed qualifications through ARB's Prescribed Examinations. The Professional Criteria at Part 3 set out the additional knowledge and skills that an individual is expected to have in order to register and practise in the UK.

ARB is the UK's competent authority for architects under the Mutual Recognition of Professional Qualifications Directive [2005/36/EC]. The Directive facilitates the recognition of qualifications across the European Union. These General Criteria are consistent with the requirements for qualifications for architects arising from the Directive.

Educational institutions should ensure that they are familiar with the relevant requirements of the Directive and the European Commission's related guidance when designing or changing any qualification in relation to which prescription may be sought. The Commission's guidance includes by way of example a requirement that qualifications must be 'principally' in architecture and guidance as to how to deal with the inclusion of specialisms within qualifications.

Further details can be obtained from ARB's Qualifications Department – [QualificationsDepartment@arb.org.uk](mailto:QualificationsDepartment@arb.org.uk)

The General Criteria at Part 1 and Part 2 levels are now explicitly linked to the 11 points that form a part of Article 46 of the Directive. Parts 1 and 2 are differentiated by Graduate Attributes, which reflect the level of learning which must be exhibited by students who achieve prescribed qualifications at Part 1 and Part 2. Using the Graduate Attributes, ARB will determine the general level of attainment of students and the methods of assessment and testing of students. The assessment and testing will be in the context of the course content and delivery, through which the General Criteria should be met.

The requirements for Part 3 are specific UK requirements for registration, and the five Professional Criteria at Part 3 are not fully derived from the Directive. However, elements of these criteria are included within the General Criteria with the effect that professional aspects leading to Part 3 should be contained within courses meeting the General Criteria.

This document should be read in conjunction with ARB's Procedures for the Prescription of Qualifications and, where appropriate, with ARB's Examination Procedures.

The General Criteria and Graduate Attributes at Part 1 and Part 2 levels are included within the QAA's Subject Benchmark Statement and are based upon their level indicators. The General Criteria and Graduate Attributes at Part 1 and Part 2 and the Professional Criteria at Part 3 are also used by the Royal Institute of British Architects and the Royal Incorporation of Architects in Scotland for the purposes of admission to membership.

# Interpretation of Requirements at Part 3

For Part 3 courses and assessments, the Graduate Attributes of the successful candidate are reflected within the introductory paragraphs. The Professional Criteria at Part 3 exist within the paragraphs titled and numbered 1-5. The numbered subsections are for explanation and guidance only and do not form part of the Professional Criteria at Part 3.

The terms 'knowledge', 'understanding', 'ability' and 'skills' are used in the Professional Criteria to indicate the nature of the achievement required.

# The Professional Criteria at Part 3

Candidates wishing to sit the Professional Practice Examination in Architecture (Part 3) are normally required to have successfully completed a recognised qualification at Part 1 and Part 2 level, or their equivalent recognised examinations. In addition, candidates are required to have completed the relevant professional practice experience before undertaking the Examination.

Each candidate's experience of learning and development in professional practice will differ, depending upon the type of project, type and location of practice and management processes undertaken, and the preparation for the Examination must therefore be approached in a structured way.

The candidate should manage the relationship between professional experience and academic study to provide coverage of the Professional Criteria, presenting a critically reflective body of work that complies with the requirements of the professional studies adviser or course provider.

To meet the Professional Criteria, the candidate's experience should include evidence of commercial awareness, self-management, professional competence and integrity. A successful candidate should also be able to demonstrate authorship, knowledge, effective communications skills, and reasoning and understanding in relation to all issues within the Professional Criteria outlined below.

## PC1 Professionalism

A successful candidate will demonstrate overall competence and the ability to behave with integrity, in the ethical and professional manner appropriate to the role of architect. The candidate will have the skills necessary to undertake effective communication and presentation, organisation, self-management and autonomous working.

The candidate will have a clear understanding of the architect's obligation to society and the profession, and a sufficient awareness of the limits of their competence and professional experience to ensure they are unlikely to bring the profession into disrepute.

Demonstration of an understanding of the following will contribute to this criterion being met:

- 1.1 Professional ethics
- 1.2 The architect's obligation to society and the protection of the environment
- 1.3 Professional regulation, conduct and discipline
- 1.4 Institutional membership, benefits, obligations and codes of conduct
- 1.5 Attributes of integrity, impartiality, reliability and courtesy
- 1.6 Time management, recording, planning and review
- 1.7 Effective communication, presentation, confirmation and recording
- 1.8 Flexibility, adaptability and the principles of negotiation
- 1.9 Autonomous working and taking responsibility within a practice context
- 1.10 Continuing professional development

# The Professional Criteria at Part 3

## PC2 Clients, users and delivery of services

A successful candidate will be able to demonstrate understanding of the range of services offered by architects and delivering those services in a manner prioritising the interests of the client and other stakeholders. The candidate will have the skills necessary to provide a competent service, both singly and as part of a team, including understanding of client needs, appropriate communication, programming, coordination and competent delivery. This will be supported by knowledge of the briefing process, forms and terms of appointment, the means of professional remuneration, relevant legislation, and the execution of appropriate programmed and coordinated project tasks.

Demonstration of an understanding of the following will contribute to this criterion being met:

- 2.1 Types of clients, their priorities and the management of the relationship
- 2.2 Briefing, organising and the programming of services appropriate to appointment
- 2.3 Architects' contracts, terms of engagement, scope of services and relevant legislation
- 2.4 Obligations to stakeholders, warranties and third party rights
- 2.5 Communication, progress reporting and the provision of appropriate and timely advice
- 2.6 Budget and financial awareness and cost monitoring or control
- 2.7 Responsibility for coordination and integration of design team input
- 2.8 Invoicing, payment of fees and financial management
- 2.9 Intellectual property rights and copyright law
- 2.10 Duty of care, professional liability, negligence and professional indemnity including insurance

## PC3 Legal framework and processes

A successful candidate will be able to demonstrate understanding of the legal context within which an architect must operate, and the processes undertaken to ensure compliance with legal requirements or standards. The candidate will have the skills necessary to positively interact with statutory and private bodies or individuals, and competently deliver projects within diverse legislative frameworks. This will be supported by knowledge of the relevant law, legislation, guidance and controls relevant to architectural design and construction.

Demonstration of an understanding of the following will contribute to this criterion being met:

- 3.1 The relevant UK legal systems, civil liabilities and the laws of contract and tort (delict)\*
- 3.2 Planning and Conservation Acts, guidance and processes
- 3.3 Building regulations, approved documents and standards, guidance and processes
- 3.4 Land law, property law and rights of other proprietors
- 3.5 Terms within construction contracts implied by statute
- 3.6 Health and safety legislation and regulations
- 3.7 Statutory undertakers and authorities, their requirements and processes
- 3.8 Environmental and sustainability legislation
- 3.9 Historic buildings legislation
- 3.10 Accessibility and inclusion legislation

\* Scotland

# The Professional Criteria at Part 3

## PC4 Practice and management

A successful candidate will be able to demonstrate understanding of the business priorities, required management processes and risks of running an architectural practice, and the relationship between the practice of architecture and the UK construction industry. The candidate will have the skills necessary to engage in business administration and ability to resource, plan, implement and record project tasks to achieve stated goals, either individually or within a team. This will be supported by knowledge of the nature of legal business entities, office systems, administration procedures and the relevant legislation.

Demonstration of an understanding of the following will contribute to this criterion being met:

- 4.1 The roles of architectural practice in the construction industry
- 4.2 External factors affecting construction and practice at national and international levels
- 4.3 Practice structures, legal status and business styles
- 4.4 Personnel management and employment-related legislation
- 4.5 Practice finance, business planning, funding and taxation
- 4.6 Marketing, fee calculation, bidding and negotiation
- 4.7 Resource management and job costing
- 4.8 Administration, quality management, QA systems, recording and review
- 4.9 Staff development, motivation, supervision and planning
- 4.10 Team working and leadership

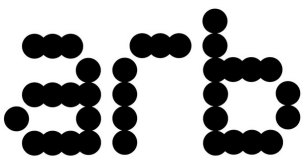
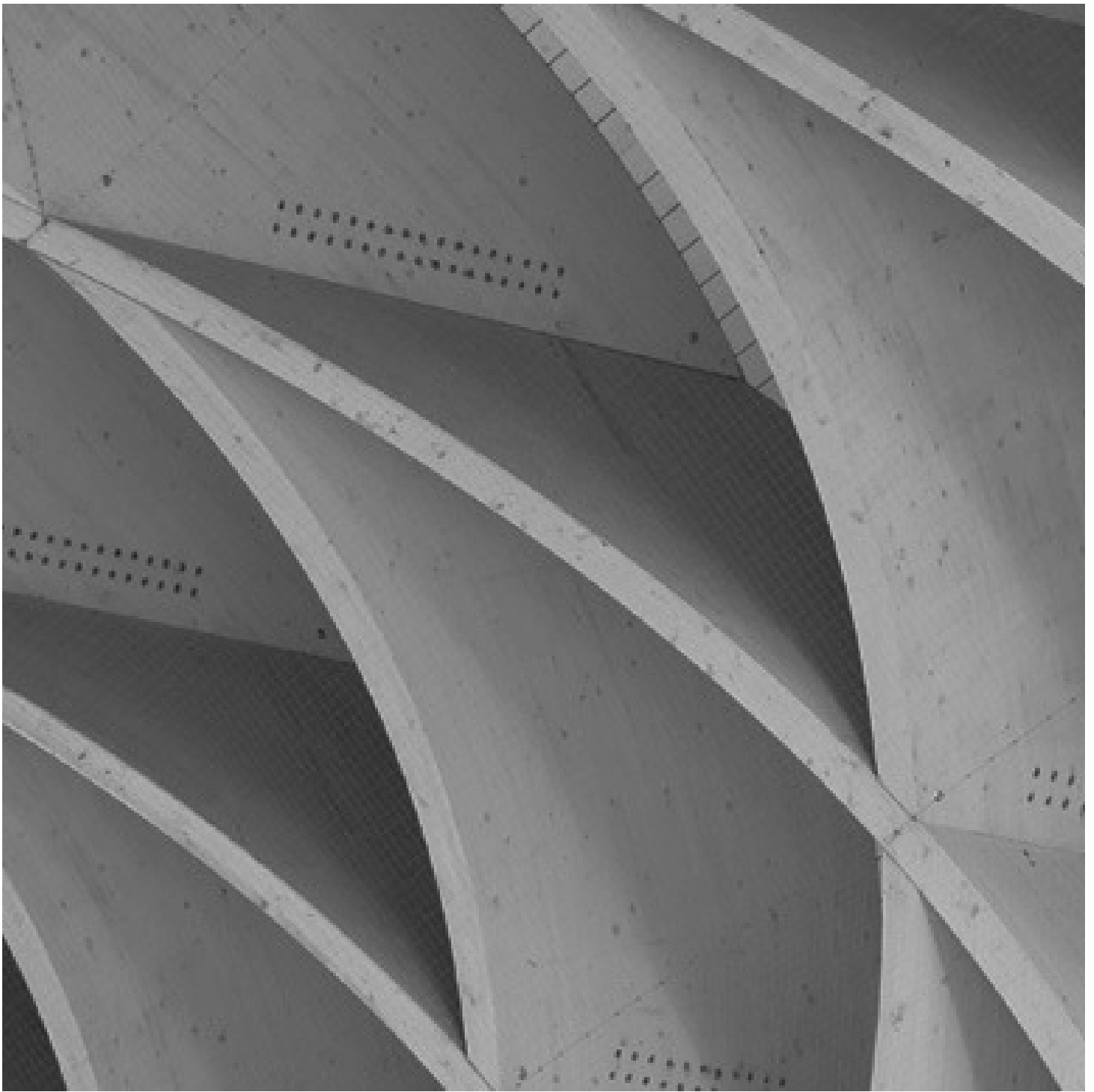
# The Professional Criteria at Part 3

## PC5 Building procurement

A successful candidate will be able to demonstrate understanding of UK construction and contract law, construction procurement processes and the roles of built environment professionals. The candidate will have the skills necessary to plan project-related tasks, coordinate and engage in design team interaction, execute effective contract communication and resolve construction-related challenges and disputes. This will be supported by an understanding of contractual relationships, the obligations upon an architect acting as contract administrator, job-related administrative systems and the management of projects in the context of the candidate's professional experience.

Demonstration of an understanding of the following will contribute to this criterion being met:

- 5.1 Procurement methods, including for public and larger projects and relevant legislation
- 5.2 The effect of different procurement processes on programme, cost, risk and quality
- 5.3 Collaboration in construction and provisions for team working
- 5.4 Tendering methods, codes, procedures and project planning
- 5.5 Forms of contract and sub-contract, design responsibility and third party rights
- 5.6 Application and use of contract documentation
- 5.7 Roles of design/construction team members and their interaction
- 5.8 Duties and powers of a lead consultant and contract administrator
- 5.9 Site processes, quality monitoring, progress recording, payment and completion
- 5.10 Claims, litigation and alternative dispute resolution methods



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