



Ohio Architects Board

77 South High Street, 16th Floor
Columbus, Ohio
43215-6108

Phone (614) 466-2316
Fax (614) 644-9048
www.arc.ohio.gov

Continuing Education Self-Report Form (ARC 016)

Use a separate form for each learning activity. Indicate the number of hours sought for the activity. Attach documentation to support claim. Retain in your files indefinitely. **Do not send to Board office unless requested by notice of audit.**

Complete all information:

Name	Ohio Registration #
Street Address	City, State and Zip Code
Daytime phone	Email:
Check type of activity and attach appropriate documentation:	
<p>____ Teaching at an accredited institution of higher learning. Twelve hours of continuing education credit for each one hour of academic credit provided by the course except that after the first year, the maximum credit for the same course may not exceed a total of six hours of continuing education credit. Course must be related to the profession of architecture.</p>	<p>Name of Institution _____ Title of Course _____ Hours of academic credit _____ Dates Taught _____ to _____</p>
<p>____ Publishing a book or an article in a professional journal, for one time credit for each book or article and must be related to the profession of architecture. Credit: One hour of continuing education credit for each hour of preparation, not to exceed eight hours total of the continuing education requirements of the renewal period.</p>	<p>Title of book or article _____ Name of publisher or journal _____ Date of Publication _____ Hours (8 max.) _____</p>
<p>____ Teaching a course or seminar, delivering a lecture, presenting a paper, or a program, workshop or monograph at an educational event meeting the Board's requirements. Credit: One hour of continuing education credit for each hour of presentation plus one hour of continuing education credit for each hour of preparation. Credit allowed only once for the same program and may not exceed fifty per cent of the total required continuing education credits for the renewal period.</p>	<p>Name of Event _____ Title of Course or program _____ _____ Hours of academic credit _____ Dates Taught _____ to _____</p>
<p>____ Professional service to the public which draws upon the architect's professional expertise, on public boards and commissions such as: planning boards, design review boards and other similar activities. Credit: One hour of continuing education credit for each hour of work, not to exceed eight hours total of the continuing education requirements of the renewal period.</p>	<p>Name of Board or Commission _____ _____ Hours (8 max.) _____ Dates of Service _____ to _____</p>

By submitting this form, the registrant affirms that the described activities were completed. Falsification can result in disciplinary action.

Signature _____ **Date** _____