

## Chapter A-E 9

## LANDSCAPE ARCHITECT REGISTRATION

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**A-E 9.01 Authority and purpose.** The rules in this chapter are adopted under authority in ss. 15.08 (5) (b), 227.11, 443.035, 443.09 and 443.10, Stats. The purpose of the rules in this chapter is to interpret basic education, experience and examination requirements for registration as a landscape architect as specified in ss. 443.035, 443.09 and 443.10, Stats.

**History:** Cr. Register, June, 1995, No. 474, eff. 7-1-95.

**A-E 9.015 Definitions.** In this chapter:

(1) “Allied profession” means engineering or architecture.

(2) “Allied professional” means a licensed professional engineer or architect.

**History:** CR 19-152: cr. Register May 2021 No. 785, eff. 6-1-21; correction in numbering made under s. 13.92 (4) (b) 1., Stats., Register May 2021 No. 785.

**A-E 9.02 Requirements for registration as a landscape architect.** (1) Except as provided in s. A-E 2.06 (2), an applicant for registration as a landscape architect shall submit documentary evidence of having met the requirements under s. 443.035, Stats.

(2) An applicant who does not comply with a request for information related to an application within one year from the date of the request shall file a new application and fee.

**Note:** Applications are available on the website at [dps.wi.gov](http://dps.wi.gov) or by calling (608) 266 - 2112.

**History:** Cr. Register, June, 1995, No. 474, eff. 7-1-95; am. Register, January, 1999, No. 517, eff. 2-1-99; CR 15-040: r. and recr. Register May 2016 No. 725, eff. 6-1-16; CR 19-152: am. (2) Register May 2021 No. 785, eff. 6-1-21; CR 21-020: am. (1) Register November 2022 No. 803, eff. 12-1-22.

**A-E 9.03 Experience as a landscape architect.** (1)

(a) To qualify as satisfactory experience in landscape architecture for the purposes of s. 443.035, Stats., an applicant’s experience shall include the application of accepted principles in the practice of landscape architecture and shall demonstrate an applicant’s progressive development of competence to practice landscape architecture. The experience shall be acquired in the areas of the practice of landscape architecture listed in sub. (2) (a) to (g), or in other areas of the practice of landscape architecture which in the opinion of the landscape architect section provide the applicant with a knowledge of principles and data related to the practice of landscape architecture at least equivalent to that which would be acquired by experience in the areas of practice listed. Experience in every listed area is not required.

(b) To qualify as satisfactory experience in landscape architecture for the purposes of s. 443.035 (1) (a), Stats., an applicant’s experience shall be obtained subsequent to completion of the education requirements.

(2) Areas of experience in the practice of landscape architecture include:

(a) Project development, management and training, including developing project goals, determining political and legal restraints, scheduling, budgeting and contract compliance.

(b) Professional practice, including preparing contracts, ful-

filling insurance requirements, determining appropriate scope of practice, and ensuring compliance with all legal requirements.

(c) Site analysis, including gathering and reviewing site analysis data; studying and documenting environmental factors and impacts; producing site analyses of existing physical, psycho-social, human factor, economic and regulatory conditions; analyzing results of site data to determine project feasibility; and making recommendations based on site analyses.

(d) Preliminary design, including developing and reviewing potential programs to ensure optimum results; developing design programs to best ensure a client’s goals and objectives; developing spatial study plans showing design components; developing potential design alternatives; presenting draft designs and preliminary plans to clients; coordinating with allied professionals; developing preliminary cost estimates; determining regulatory approval requirements; and rendering detailed exhibits of preliminary plans for client approval.

(e) Design development, including establishing planting lists, establishing irrigation requirements, establishing construction elements, establishing grading plans, establishing lighting plans, refining cost estimates, and reviewing for compliance with federal, state and local codes, with the requirements of the Americans with disabilities act of 1990 (42 USC 12131) and with required public approvals.

(f) Preparation of construction documents, including inventorying required construction documents; preparing demolition plans; preparing tree removal and preservation plans; preparing grading and drainage plans; preparing detailed layout staking or construction plans; performing calculations required by local regulatory bodies; obtaining soil tests; preparing planting plans; preparing lighting plans; preparing construction details for all site elements for construction implementation; and coordinating each of these elements with other project design professionals.

(g) Construction administration, including preparing cost estimates for all elements of a project; obtaining client and regulatory approvals; compiling bid documents; assisting clients in contractor selection; ensuring quality control as projects progress; conducting and documenting regular site meetings; responding to field questions and issues; verifying contractor billings; issuing necessary change orders; creating punch lists for review of design implementation; conducting final walk-throughs to verify design compliance; and conducting post-construction evaluation visits.

(3) Not more than one year of satisfactory experience credit may be granted for any calendar year.

**History:** Cr. Register, June, 1995, No. 474, eff. 7-1-95; CR 12-039: renum. (1) to (1) (a), cr. (1) (b) Register June 2014 No. 702, eff. 7-1-14; CR 19-152: am. (1) (a), (b) Register May 2021 No. 785, eff. 6-1-21.

**A-E 9.04 Education.** (1) In satisfaction of the education requirement under s. 443.035 (1) (a), Stats., the landscape architect section accepts bachelor’s or master’s degrees in landscape architecture granted by a college or university accredited by the

Landscape Architecture Accreditation Board of the American Society of Landscape Architects or a degree determined by the landscape architect section to be equivalent. If the degree is from an international educational institution, the applicant shall provide an official evaluation by a transcript evaluation service acceptable to the landscape architect section which shows that the degree is equivalent to a bachelor's degree in landscape architecture or a master's degree in landscape architecture granted by a college or university accredited by the Landscape Architecture Accreditation Board of the American Society of Landscape Architects.

(2) In satisfaction of the education requirement under s. 443.035 (1) (b), Stats., the landscape architect section accepts coursework in landscape architecture completed at a college or university accredited by the Landscape Architecture Accreditation Board of the American Society of Landscape Architects, or other equivalent college level coursework in landscape architecture or in an area related to landscape architecture, completed at a college or university accredited by a regional accrediting agency approved by the state board of education in the state in which the college or university is located.

**History:** Cr. Register, June, 1995, No. 474, eff. 7-1-95; corrections made under s. 13.93 (2m) (b) 7., Stats., Register, September, 1999, No. 525; CR 19-152: am. Register May 2021 No. 785, eff. 6-1-21.

**A-E 9.05 Examination requirement.** (1) LANDSCAPE ARCHITECT REGISTRATION EXAMINATION. An applicant for initial registration as a landscape architect shall pass, in accordance with sub. (2), the Landscape Architect Registration Examination, LARE, prepared by the Council of Landscape Architectural Registration Boards, or an equivalent examination as determined by the landscape architect section.

(2) MINIMUM COMPETENCY. The passing scores for an examination under sub. (1) for each section or in combination as appropriate shall be set by the landscape architect section to represent the minimum competency required to protect public health and safety.

(7) REEXAMINATION. In accordance with s. 443.09 (5), Stats., an applicant failing any part of an examination may be re-examined on the part or parts failed, except that after failure of 3 reexaminations, the landscape architect section shall require a one-year waiting period before further reexamination on the part or parts failed.

**History:** Cr. Register, June, 1995, No. 474, eff. 7-1-95; am. (6) (b), Register, March, 1996, No. 483, eff. 4-1-96; am. (6) (a), Register, October, 1996, No. 490, eff. 11-1-96; cr. (1) (c) and (8), am. (3), Register, January, 1999, No. 517, eff. 2-1-99; correction in (4) made under s. 13.92 (4) (b) 7., Stats., Register November 2011 No.

671; CR 12-039: am. (1) (a), r. (1) (b), (6) Register June 2014 No. 702, eff. 7-1-14; CR 15-040: r. (2), (3), (5) Register May 2016 No. 725, eff. 6-1-16; CR 19-152: r. and recr. (title), renum. (1) (a), (c) to (1), (2) and am., r. (4), am. (7), r. (8) Register May 2021 No. 785, eff. 6-1-21.

**A-E 9.06 Application contents.** An application for registration as a landscape architect shall include:

(1) Official transcripts of graduate and undergraduate training, properly attested to by the degree granting institution and submitted by the institution directly to the landscape architect section.

(2) A chronological history of the applicant's employment or other qualifying experience.

(3) References from at least 5 individuals, 3 of whom have personal knowledge of the applicant's experience in landscape architecture and are engaged in the practice of landscape architecture. If 3 references from individuals who are engaged in the practice of landscape architecture are not available, the section may accept references from individuals actively engaged in the practice of an allied profession. One of the 3 references having personal knowledge of the applicant's experience in landscape architecture shall be licensed or registered as a landscape architect by the licensing authority of some licensing jurisdiction in the United States or Canada.

(4) The fee required under s. 440.05 (1), Stats.

(5) For an applicant previously licensed in another state, territory, or possession of the United States or in another country, verification of the applicant's licensure in the licensing jurisdiction of original licensure or, if the applicant has permitted the registration in the jurisdiction of original licensure to lapse, verification of licensure in the licensing jurisdiction where the applicant is currently licensed and where the applicant was last engaged in the practice of landscape architecture.

(6) For an applicant who has a pending criminal charge or has been convicted of a crime, all related information necessary for the landscape architect section to determine whether the circumstances of the pending criminal charge or criminal conviction are substantially related to the circumstances of the practice of landscape architecture, subject to ss. 111.321, 111.322, and 111.335, Stats.

(7) Any additional data, exhibits or references showing the extent and quality of the applicant's experience that may be required by the landscape architect section.

**History:** Cr. Register, June, 1995, No. 474, eff. 7-1-95; CR 12-039: am. (3) Register June 2014 No. 702, eff. 7-1-14; CR 19-152: am. (1), (5), (6) Register May 2021 No. 785, eff. 6-1-21.