



RAIC Syllabus
Serving the Architectural profession nationally since 1978

National Office
Suite 210 – 318 Homer Street Vancouver BC V6B 2V2 Canada
Tel: (604) 669-9830 Fax: 669-5513
info@raic-syllabus.ca www.raic-syllabus.ca

DIPLOMA PROGRAM WORK EXPERIENCE REQUIREMENTS

Excerpts from the RAIC Syllabus Calendar

“Extensive practical experience under the direction of a practising Architect in Canada is a mandatory component to listed academic subjects.”

“Application in the ‘real world’ of theory, learned through academic and design courses, in an integral part of the ‘apprenticeship route’ of becoming an Architect. Candidates of the Diploma Program of Studies are required to seek and obtain work experience in a variety of office situations to demonstrate and document the acquisition and application of knowledge obtained throughout their participation in the program as follows:

Part I

- *Although work experience is recommended, none is required.*

Part II

- *Student Associate of Provincial Architectural Association;*
- *Work experience under the direct supervision of a practising, Canadian Registered Architect for 2/3rds of Part II;*
- *Experience to be recorded in the Canadian Experience Record Book (CERB)*

Part III

- *Student Associate of Provincial Architectural Association;*
- *Work experience under the direct supervision of a practising, Canadian Registered Architect for 4/5ths of Part III;*
- *Experience to be recorded in the Canadian Experience Record Book (CERB)”*

Syllabus Learning Methodology

Simultaneous learning, the acquisition of theoretical knowledge and concurrent application of that knowledge, is a critical element of the Syllabus Diploma Program. In contrast to the *sequential* mode of University, where students acquire theoretical knowledge within the school setting and apply that knowledge following graduation during the Intern Architect Program (IAP), Syllabus students often exceed IAP work experience requirements in terms of time prior to completion of the program of studies. It should be noted, however, that most Provincial

Architectural Associations, through legislation, bylaws and regulations, require additional work experience following completion of the Syllabus. The amount of time required varies from Province to Province.

Regardless of individual Provincial Association requirements, the Syllabus requires the demonstrated application of knowledge within the workplace as an integral part of the learning process. This element has been pivotal since the inception of the program and builds upon the traditional “master architect-apprentice” indentureship model of learning.

As the program of the profession, the Syllabus involves members of the profession in the evolution and delivery of the academic, design and work experience components of the program. Current architects thus contribute to the quality of the profession in the present and future.

Breakdown, Monitoring & Enforcement of Work Experience Requirements

Candidates to the Diploma Program of Studies are advised of the work experience requirements, and that meeting these requirements is mandatory to remain a Diploma Program Student.

Breakdown

It is recognised in today’s work world that continual employment is no longer the norm. In many architectural firms there is a small core of full-time employees, but often a larger pool of contract workers called in to assist on projects as the need arises. With this in mind, the work experience requirement no longer insists on continual, indentured work experience, but allows for a calculated amount of time of work experience within Parts II and III of the curriculum.

The calculation is based upon the concept of the Diploma Program of Studies taking approximately 10 – 13 years, and the work requirement calculated within the time frame for each Part of the program as follows:

Part	Time to Complete	Work Experience Requirement
Part I	approx. 3 years	none required, though advisable
Part II	approx. 2 years	2/3rds or 67 weeks @ 20 hours p/wk (1340 hours)
Part III	approx. 5 years	4/5ths or 200 weeks @ 20 hours p/wk (4000 hours)

Total Logged Experience upon graduation = 5340 hours

Monitoring Work Experience

It is the responsibility of the student to adhere to the work experience requirements of the Syllabus. Copies of duly completed CERB reports are to be sent by the student to the Registrar at the end of each term (January and July 31st); originals will be submitted to the Provincial Association according to the Association’s protocol. Students forward either a hard-copy photocopy of completed CERB logs to the Syllabus National Office, or .pdf copies via e-mail (preferred) to info@raic-syllabus.ca.

The e-mail subject line should include the following information:

CERB_ YearMonth-YearMonth_LAST name, FIRST name_Student ID_Submission Date

Sample: CERB_2011Jul-2011Dec_SMITH, Jane_NY110011NYC_2011Dec21

Failure to submit required CERB reports would give cause for the Registrar to review the student's status and could prevent acceptance of registration for participation in design and/or academic (correspondence) courses. Based on the above calculations, the Registrar shall monitor student work experience through submitted CERB reports, and adjust student status & registration requests per the details below.

Enforcement of Work Experience Requirement

If a Diploma Program student is not registered as a Student Associate with their Provincial Association and/or is not working in Canada under the direct supervision of a practising, Canadian Registered Architect, nor logging experience in the Canadian Experience Record Book by the time they have completed Design studio course D5 (Studio) Architectural Design – Cultural & Recreational, the student will not be allowed to proceed with further Design studio courses until they secure appropriate employment.

In such a situation, students have two options:

1. retain their Diploma Program status for up to 6 terms (3 years) or until appropriate employment is secured (whichever comes first) and proceed with Academic (correspondence) courses (Theory, History, Technology & Management); or
2. change their status from Diploma Program to General Interest Studies and proceed with Academic (correspondence) courses (Theory, History, Technology & Management) only.

If the student has elected option (1) above, and at the end of 6 terms has not secured appropriate employment, a student status review will be conducted by the Registrar and recommendations made to the Director. Pending extra-ordinary circumstances, the student would normally be required to change their status from Diploma Program to General Interest Studies.

If the student has elected option (2) above, they would continue completion of academic courses per the Curriculum Sequence Chart and obtain a Certificate of Completion for each completed sequence (Theory, History, Technology & Management), but would not be permitted to proceed with further Design studio courses, nor be a candidate for the RAIC Professional Diploma in Architecture.

*Policy 2004-01
Reissued 2005-2011
Revised: 2012
RDG:jf.e&oe*