

## Application checklist

Chartered Membership route of entry	Documentation required (All documentation is required in English. This includes certified translation of qualifications and curriculum vitae)	Have you included it?
RIBA recognised Parts 1, 2 and 3	Certified copy of RIBA recognised qualifications, Parts 1, 2 and 3 (if obtained outside the UK)	<input type="checkbox"/>
RIBA recognised Parts 1 and 2, and two years experience*	Certified copy of RIBA recognised qualification, Parts 1 and 2 (if obtained outside the UK) Detailed curriculum vitae	<input type="checkbox"/> <input type="checkbox"/>
EU Directive EC/2005/36 and five years experience	Certified copy of qualifications in architecture Certification that the course is recognised by the Directive Certification from competent authority that the course was a minimum of five years in duration Evidence that you are eligible to practise, or are lawfully established, as an architect in country of qualification Detailed curriculum vitae	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
Individual assessment*	Certificate of registration in country of residence Certified copy of qualification in architecture and evidence that the course was a minimum of five years in duration Detailed curriculum vitae outlining five years of post-qualification professional experience	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
Group eligibility*	Copy of membership certificate or evidence which states your membership number, member type (e.g. full/assoc.) and the professional institute you belong to	<input type="checkbox"/>
Associate Membership route of entry	Documentation required	
RIBA recognised Parts 1 and 2	Certified copy of RIBA recognised qualification, Parts 1 and 2 (if obtained outside the UK)	<input type="checkbox"/>
EU Directive EC/2005/36	Certified copy of qualification in architecture Certification that the course is recognised by the Directive Certification from competent authority that the course was of five years duration	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
RIBA Parts 1 and 2 via ARB Prescribed Examination	Copy of the ARB results letter	<input type="checkbox"/>

\* These routes are only applicable to those outside the UK

## Returning your application

Please return completed application to:

### From inside the UK

Royal Institute of British Architects  
Membership Services Team  
FREEPOST WD1405  
London W1E 3FL

### From outside the UK

Royal Institute of British Architects  
Membership Services Team  
66 Portland Place  
London W1B 1AD  
United Kingdom

## All members must complete and sign the Declaration

For further information about your membership and subscription contact the RIBA Membership and Services Team on +44 (0)20 7307 3800 or email [membership.administration@inst.riba.org](mailto:membership.administration@inst.riba.org)

### The Direct Debit Guarantee

This guarantee is offered by all Banks and Building Societies that take part in the Direct Debit Scheme. The efficiency and security of the Scheme is monitored and protected by your own Bank or Building Society.



If the amount to be paid or the payment dates change, RIBA will notify you 14 working days in advance of your account being debited or as otherwise agreed.

If an error is made by RIBA or your Bank or Building Society, you are guaranteed a full and immediate refund from your branch of the amount paid.

You can cancel a Direct Debit at any time by writing to your Bank or Building Society. Please also send a copy of your letter to us.