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LICENSING AND REGULATORY AFFAIRS

CUSTOMER DRIVEN. BUSINESS MINDED.

Dear Architect Licensee:

Re: Continuing Education

As a reminder, new administrative rules took effect October 10, 2013 requiring architects to complete continuing education as a condition for license renewal.

Licensees holding a license for more than 12 months, but less than 24 months from the date of initial licensure, must obtain 12 hours of continuing education for their renewal period. A licensee who holds a license for 24 months or more from the date of initial licensure must obtain 24 hours of continuing education for the renewal period.

Licensees will not be required to send in proof of continuing education activities to the Department when renewing a license. However, a licensee must certify at the time of renewal that the continuing education requirements have been completed. The licensee must also maintain records of continuing education hours earned for four consecutive years for audit purposes.

Continuing education activities and providers do not require preapproval by the Department; however, licensees are responsible for ensuring activities meet the requirements of part 5 of the administrative rules. Licensees may view the continuing education requirements by clicking on the link for the [Architects Continuing Education Rules](#). If you are unable to open this link, please visit our website at www.michigan.gov/architects and then select "Architects New Continuing Education Requirements" under Spotlight.

Please take a moment to complete our [Customer Satisfaction Survey](#).
Your responses are appreciated and will help us to continually improve our customer service.

Thank you.

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