



Ontario Association of Architects

POLICY OF THE COUNCIL OF THE  
ONTARIO ASSOCIATION OF ARCHITECTS (OAA)  
WITH RESPECT TO APPLICATIONS FOR LICENCE  
AND CERTIFICATES OF PRACTICE  
BY HOLDERS OF A CERTIFICATE OF QUALIFICATION  
TO MAKE APPLICATION AS A LICENSED TECHNOLOGIST ISSUED BY  
THE ONTARIO ASSOCIATION FOR  
APPLIED ARCHITECTURAL SCIENCES (OAAAS)

**POLICY STATEMENT**

Section 13(1) of the *Architects Act* sets out the requirements for the issuance of a licence.

Every applicant must comply with the academic and experience requirements specified in the regulations and have passed such examinations and completed such courses of study as the Council may set or approve unless the Council has exempted the applicant from these requirements. Every applicant must agree to waive the right to a hearing by the Registration Committee under Section 25 of the *Architects Act*.

The academic and experience requirements for the issuance of a licence are stipulated in Section 31 of the regulations.

Where an applicant for a licence is the holder of a certificate of qualification to make application as a Licensed Technologist issued by OAAAS, the applicant shall be exempted from the academic and experience requirements set out in the regulations subject to the terms, conditions and limitations hereinafter set out, which shall be incorporated and form part of the licence issued by the Registrar.

Every holder of a certificate of qualification as Licenced Technologist issued by OAAAS is on the issuance of a licence by the Registrar, a member of the Association, subject however to the terms, conditions and limitations as incorporated and part of the licence.

**TERMS, CONDITIONS and LIMITATIONS OF LICENCE**

1. The Licensed Technologist OAA may prepare and provide a design for, or perform general review of or evaluate, advise or report on the construction, enlargement or alteration of a building that:

- (1) as constructed enlarged or altered, is not more than three storeys in height and not more than 600 square metres in gross area and is used or intended for one or more of the following occupancies:
    - i Residential;
    - ii Business;
    - iii Personal services;
    - iv Mercantile;
    - v Industrial;
    - vi a restaurant designed to accommodate not more than 100 persons consuming food or drink;
  - (2) is used or intended for residential occupancy, and contains one dwelling unit or two attached dwelling units, and, as constructed, enlarged or altered, is not more than four storeys in height;
  - (3) is used or intended for residential occupancy, that contains three or more attached dwelling units and, as constructed, enlarged or altered, is not more than four storeys in height and not more than 600 square metres in building area.
2. The Licensed Technologist OAA shall use the designation "Licensed Technologist OAA" in every aspect of the practice of architecture but may not use the title "architect" as an occupational designation or use an addition to or abbreviation of the title "architect", an occupational designation or a term, title, addition or description that will lead to the belief that the Licensed Technologist may provide architectural services other than as set out in paragraph 1 hereof. The Licensed Technologist OAA is permitted to use the abbreviated title of "Lic.Tech.OAA".
  3. A Licensed Technologist OAA shall not provide architectural services other than as permitted by paragraph 1 of this policy. A Licensed Technologist OAA may act as the prime consultant for the construction, enlargement or alteration of any building but where the Licensed Technologist OAA has been engaged or employed or has agreed to provide architectural services to a member of the public other than as permitted by paragraph 1 of this policy, the Licensed Technologist OAA must engage or employ a holder of a certificate of practice who is not subject to the terms, conditions and limitations that the holder of the certificate of practice may only provide architectural services as set out in paragraph 1 of this policy. Nothing herein prevents the Licensed Technologist OAA from then assisting in the provision of the architectural services provided that such assistance is under the personal supervision and direction of that holder and that this is clearly communicated to the client.
  4. The Licensed Technologist OAA is qualified to vote at an election of members of the Council for the Licensed Technologist OAA representative for the Province of Ontario. In addition a Licensed Technologist OAA may vote at the annual or other general meetings of the members of the Association, as established in the By-Laws. The Licensed Technologist OAA is not permitted to act as a Mentor under the Intern Architect Program. A Licensed Technologist OAA shall sit on OAA Statutory Committees

convened for the purpose of assessing or making decisions on a matter where the member in question is a Licensed Technologist OAA.

5. The Licensed Technologist OAA may provide architectural services to the public only:
  - 1) as a sole proprietor;
  - 2) in partnership with one or more Licensed Technologists who are holders of licences issued in accordance with this policy; or
  - 3) through a corporation;

provided that the Licensed Technologist OAA, partnership or corporation holds a certificate of practice which is subject to the terms, conditions and limitations that the holder of the certificate of practice may only provide architectural services as set out in paragraph 1 of this policy and that the holder provides services that are within the practice of architecture under the personal supervision and direction of a Licensed Technologist OAA to whom a licence has been issued.

6. The Licensed Technologist OAA shall not legally or beneficially own, directly or indirectly, exercise control or direction or legally or beneficially own directly or indirectly shares, or any class of shares of a corporation as hereinafter outlined and, together with another shareholder or other shareholders associated with the person exercise control or direction over, more than 49 percent of the total number of issued and outstanding shares of any class of shares of a corporation to whom a certificate of practice has been issued under Section 14 of the *Architects Act*.
7. The Licensed Technologist OAA shall not supervise and direct the practice of architecture of a holder of a certificate of practice issued under Section 14, 15, 17 or 18 of the *Architects Act* that provides architectural services to the public other than architectural services as set out in paragraph 1 of this policy.

## **TERMS, CONDITIONS AND LIMITATIONS OF CERTIFICATE OF PRACTICE**

The certificate of practice shall be subject to the same terms, conditions and limitations as the licence.

*Rev. January 2017*