## LIA QUESTIONNAIRE FORM: MEMBERSHIP CLASSIFICATION AND EXPANSION (MCE)

This form shall be filled in for all membership applications (new and renewals). The Questionnaire must be completely filled in and submitted electronically to [liberianarchitects@gmail.com](mailto:liberianarchitects@gmail.com), and, [admin@liberiainstituteofarchitects.org](mailto:admin@liberiainstituteofarchitects.org) for review. Official review comments shall be made on the application and returned to the applicant with further instructions on how to proceed.

**APPLICATION STATUS**

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| 1 | Application Request | New | |  | Renewal | |  |
| 2 | Current status (yes, no, N.A.) | Licensed? | |  | Registered? | |  |
| 3 | Type of membership request (please check as applicable) | 1 | 2 | 3 | 4 | 5 | 6 |
|  | Type of membership request (please check as applicable) | 7 | 8 | 9 | 10 | 11 | 12 |

1 = Architect; 2 = Associate; 3 = International Associate; 4 = Emeritus; 5 = Fellow; 6 = Sponsor and Affiliate;

7 = Student (LIASA)

Note: refer to the fee schedule provided for payments due to the LIA on renewals and new memberships.

**PERSONAL INFORMATION**

|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| First name |  | | Middle name | |  | | Last name |  |
| Date of Birth | Day |  | Month |  | Year |  | Marital status |  |
| Address | Street |  | City | |  | | Country |  |
| Telephone  Nos. |  | | | | Email | |  | |
| Please provide detailed description of yourself and your achievements (personal interests, credits and awards, architecture and life visions, writings – published and unpublished, etc.) | | | | | | | | |
|  | | | | | | | | |

**EXPERIENCE BACKGROUND**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **1** | **EMPLOYER / ADDRESS (PHYSICAL, TELEPHONE & EMAIL)** | **EMPLOYMENT TITLE** | **PERIOD** | **PROJECTS WORKED ON, ROLE PLAYED & APPROX. VALUE** |
| 2 |  |  |  |  |
| 3 |  |  |  |  |
| 4 |  |  |  |  |
| 5 |  |  |  |  |
| 6 |  |  |  |  |

**EDUCATION, TRAINING & PROFESSIONAL AFFILIATION**

|  |  |  |  |
| --- | --- | --- | --- |
| **ACADEMIC (submit electronic copies of documents to substantiate all claims)** | | | |
| NO. | INSTITUTION ATTENDED  (NAME, ADDRESS, CONTACT DETAILS) | PERIOD | QUALIFICATION ATTAINED |
| 1 |  |  |  |
| 2 |  |  |  |
| 3 |  |  |  |
| **PROFESSIONAL (submit electronic copies of documents to substantiate all claims)** | | | |
| NO. | EXAMINING INSTITUTION | DATE QUALIFIED | CREDENTIAL OBTAINED  (Including License/Registration No.) |
| 1 |  |  |  |
| 2 |  |  |  |
| **PROFESSIONAL MEMBERSHIP (submit electronic copies of documents to substantiate all claims)** | | | |
| 1 |  |  |  |
| 2 |  |  |  |
| **ADDITIONAL/CONTINUING EDUCATION DEGREES/CERTFICATES RECEIVED (submit electronic copies of documents to substantiate all claims)** | | | |
|  | CREDENTIAL | DATE RECEIVED | DESCRIPTION |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
| **LIST OTHER ORGANIZATIONS YOU AFFILIATE WITH & COMMUNITY SERVICES YOU ARE ENGAGED** IN**(submit electronic copies of documents to substantiate all claims)** | | | |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |

**Signature of Applicant: Date:**

**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**LIA MATRIX STANDARDS, MEMBERSHIP CATEGORIES, FEES PAYABLE FOR MEMBERSHIP**

**1.0. LIA Matrix Standards – Professional Practice of Architecture in Liberia – Question Mode Checklist (QMC)**

1.0.1.What qualifies you to become an Architect

1.0.2 What qualifies you to be an architecture student

1.0.3.What qualifies you to be an intern

1.0.4. What qualifies you to be a graduate architect

1.0.5 What qualifies you to become licensed

2.0.6. What qualifies you to practice architecture

1.0.7. What qualifies you to use the title ‘Architect’

1.0.8. What qualifies you to seal drawings

1.0.9. What qualifies you to be in good standing

1.0.10. What qualifies you to serve on LIA committees

1.0.11. What qualifies you to be a university instructor

1.0.12. What qualifies you to be a LIA member

**2.0. Membership Categories**

The LIA MCE includes seven categories of membership, including a sponsorship and affiliate membership and a LIA student association category (LIASA), detailed below.

**2.0.1. Architect**

Currently licensed to practice architecture in the Republic of Liberia (RL); Proof of current license must be furnished to complete membership processing.

**2.0.2. Associate**

Not licensed to practice architecture, but meeting one of the following:

* Participate in career responsibilities recognized by licensing authorities as constituting credit toward licensure (i.e., interns)
* Are under the supervision of an architect in a professional or technical capacity.
* Are a faculty member in a university program in architecture.
* Hold a professional degree in architecture.

**2.0.3. International Associate**

Holder of an architecture license or equivalent from a non-RL licensing authority, but without license in RL.

**2.0.4. Fellow**

LIA Fellows are recognized with the LIA’s highest membership honor for their exceptional work and contributions to architecture and society. The judging is rigorous, confidential and independent. All decisions are final. Architects who have made significant contributions to the profession and society and who exemplify architectural excellence can become a LIA Fellow. LIA architect members who have been in good standing for at least 10 cumulative years prior to the nomination deadline may be nominated.

**2.0.5. Emeritus**

A LIA member for 15 successive years and 70 years of age, or 60 years of age and fully retired, or incapacitated, and unable to work within the profession.

**2.0.6. Sponsor and Affiliate**

2.0.6A. PROFESSIONAL AFFILIATE MEMBERSHIP - $250.00

Professional Affiliate Memberships are for individuals who would like to promote their products and services to design professionals. A Professional Affiliate Member of the LIA enjoys many of the rights and privileges of a LIA member.

Professional Affiliate Membership is for a period of one year and begins upon receipt and acceptance of payment. As a Professional Affiliate, you can:

* Access a range of expertise through a peer network of extensively qualified colleagues locally
* Participate in all activities of the local chapter – meetings and special events – at member prices
* Enjoy networking opportunities with LIA local chapter members
* Gather insights and solutions through our monthly continuing education programs
* Serve on any committee of the LIA local chapter
* Promote yourself using the title “Professional Affiliate of the LIA local chapter”

2.0.6B. BRONZE AFFILIATE MEMBERSHIP - $350.00

Professional Affiliate Membership for the period of one year in addition to:

* Company name included on promotional materials for one (1) event
* Company logo and listing in the sponsor section of LIA local chapter webpage with a link to your company website for one (1) month commencing at date of sponsorship

2.0.6C. SILVER AFFILIATE MEMBERSHIP - $600.00

Professional Affiliate Membership for the period of one year in addition to:

* A two-minute introduction prior to the beginning of one (1) event, in addition to a table available for display and handout material
* Company name included on promotional materials for one (1) event
* Company logo and listing in the sponsor section of LIA local chapter webpage with a link to your company website for one (1) month commencing at date of sponsorship

2.0.6D. GOLD AFFILIATE MEMBERSHIP - $1,200.00

Professional Affiliate Membership for the period of one year in addition to:

* 50% discount on LIA Contract Documents
* A two-minute introduction prior to the beginning of one (1) event, in addition to a table available for display and handout material
* Company name included on promotional materials for one (1) event
* Company logo and listing in the sponsor section of LIA local chapter webpage with a link to your company website for one (1) month commencing at date of sponsorship

2.0.6E. PLATINUM AFFILIATE MEMBERSHIP - $1,800.00

Professional Affiliate Membership for the period of one year in addition to:

* Invitation to present a one (1) hour continuing education presentation prior to a Chapter event
* An ad on LIA local chapter web page for one (1) year
* 50% discount on LIA Contract Documents
* A two-minute introduction prior to the beginning of one (1) event, in addition to a table available for display and handout material
* Company name included on promotional materials for one (1) event
* Company logo and listing in the sponsor section of the LIA webpage with a link to your company website for one (1) year commencing at date of sponsorship.

**2.0.7. LIASA (Liberian Institute of Architects Student Association)**

The LIASA shall be formed as a LIA established student organization dedicated to advancing leadership, design, and service among architecture student

**3.0. Fees Payable for Membership**

|  |  |  |  |
| --- | --- | --- | --- |
| **Classification** | **First Time Annual** | **Annual Renewal** | **Annual Subscription** |
| Architect | $290 USD | $250 USD | $300 USD |
| Associate | N/A | N/A | $150 USD |
| International Associate | N/A | N/A | $200 USD |
| Fellow | N/A | N/A | $350 USD |
| Emeritus | N/A | N/A | $150 USD |
| Sponsor and Affiliate | N/A | N/A | $250 USD |
| * Bronze | N/A | N/A | $350 USD |
| * Silver | N/A | N/A | $600 USD |
| * Gold | N/A | N/A | $1,200 USD |
| * Platinum | N/A | N/A | $1,800 USD |
| Student (LISA) | N/A | N/A | $150 USD |
| Licensed Architect Seal | $250 USD | $250 USD | N/A |
|  |  |  |  |

Notes:

1. Architect membership, as currently defined by the LIA, includes licensure, a licensed architect seal, and membership privileges under the full payment of fees due for this member classification.
2. The LIA is in the process of forming an Ad-hoc Architect Registration Board (AARB) with the authority to administer an Architects Registration Examination (ARE) as a requirement for licensure and registration to practice architecture in Liberia, by execution of a legislative Architects Act (AA).
3. Fees for taking the ARE shall be assessed and levied by the AARB and shall be in addition to the fees required by the LIA as payment of dues for architect membership and licensed architect seal.
4. The LIA Matrix Standards for practice of architecture in Liberia will be upheld by the AARB and AA.