

STATE OF NEVADA

REGISTERED INTERIOR DESIGNER APPLICATION

Dear Applicant:

In response to your request, enclosed is the application form for registered interior designer registration in the state of Nevada. Please complete the form and return the original to our office with the \$100 examination fee, if applicable. You may wish to keep a copy for your files. Applications will not be processed unless the application is fully completed and any applicable statutory fees are remitted.

This application packet consists of a five-page application, one copy of Chapter 623 of the Nevada Revised Statutes and Nevada Administrative Code, one copy of the Blue Book and a copy of the Nevada Lien Law. If your application package is not complete, please contact the board office.

QUALIFICATIONS:

In accordance with NRS and NAC 623, applicants must:

1. Be of good moral character;
2. Have obtained a degree from a CIDA-accredited program, or one determined to be substantially equivalent by the board. (An applicant with a bachelor's degree in interior design that is not from a CIDA-accredited program must complete an additional application. Please contact the board office for more information.);
3. Have at least two years of interior design experience; and
4. Successfully passed, or are qualified to sit for, the NCIDQ examination.

Applicants who passed all sections of the NCIDQ exam in October 2000 or later do not have to take the Nevada Supplemental Examination for Registered Interior Designers. Please contact our office for further information.

APPLICATION PREPARATION:

1. The application must be typed.
2. If you fail to indicate a preferred mailing address, all correspondence from this office will be sent to the business address.
3. The required photograph should be 2 ½ x 2 ½ (approximately) and similar to a passport photo, taken not more than 12 months prior to the application. Black and white photocopies are not acceptable. Affix the photograph firmly to the application on page one. Sign the photograph so as not to obscure the facial features.
4. The application requires two signatures, one of which is on your photograph.
5. Academic transcripts: The applicant shall request an official transcript from the registrar of each institution attended, which is to be sent directly to our office. Transcripts received through the applicant are not acceptable.
6. If registering for the Nevada Supplemental Examination for Registered Interior Designers, a \$100 examination fee, must accompany this application. Credit for examinations paid for but not taken will not be given unless the scheduled exam is cancelled at least 48 hours in advance.
7. Proof of NCIDQ certification, or ability to sit for the NCIDQ exam, must accompany the application.



NEVADA STATE BOARD OF ARCHITECTURE, INTERIOR DESIGN & RESIDENTIAL DESIGN

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APPLICATION FOR REGISTERED INTERIOR DESIGNER

I hereby apply for registration to practice as a registered interior designer in the state of Nevada by examination.
PLEASE TYPE APPLICATION
APPLICATION DOWNLOADED FROM WEB SITE MAY BE COMPLETED ON COMPUTER

Name in Full: _____ Date: _____

Social Security No.: _____ Driver's License No.: _____

Preferred Address for Correspondence: Residence Business

Street: _____

Residence Address City: _____ State: _____ Zip Code: _____

Telephone No.: _____ Fax No.: _____

Firm Name: _____

Street: _____

Business Address City: _____ State: _____ Zip Code: _____

Telephone No.: _____ Fax No.: _____

Email Address: _____

Present Position with Firm: _____

Date of Birth: _____

Place of Birth: _____
City/State or Country

Citizenship:

- U.S. By Birth
 Naturalized Other (Explain):



FOR BOARD USE ONLY

Entered in database (date/initials) _____ Fee received (date/amount) _____

Name in Full: _____ Date: _____

A. EDUCATION

Indicate, in chronological order, the name and address of each college, university or technical school attended and the information requested below:

Name/Address of Institution				Years (From-To)
Course of Study	Credits Earned	Year Graduated	Name of Degree	
Name/Address of Institution				Years (From-To)
Course of Study	Credits Earned	Year Graduated	Name of Degree	
Name/Address of Institution				Years (From-To)
Course of Study	Credits Earned	Year Graduated	Name of Degree	

B. PROFESSIONAL AND FRATERNAL ORGANIZATION MEMBERSHIP

Name/Address of Organization	Grade of Membership	Date (From-To)
Name/Address of Organization	Grade of Membership	Date (From-To)
Name/Address of Organization	Grade of Membership	Date (From-To)
Name/Address of Organization	Grade of Membership	Date (From-To)
Name/Address of Organization	Grade of Membership	Date (From-To)
Name/Address of Organization	Grade of Membership	Date (From-To)

C. PUBLIC AND COMMUNITY SERVICE

Describe below those public and community activities in which you have been involved:

Name in Full: _____

Date: _____

D. PRACTICAL EXPERIENCE.

Read all of the following instructions before completing this section. **Begin with first employer.**

Full Name and Complete Current Address of Employer		Date of Employment		
		From _____ To _____		
Total Time	<input type="checkbox"/> Full Time	<input type="checkbox"/> Sub-Professional	Other (Explain)	
	<input type="checkbox"/> Part Time	<input type="checkbox"/> Professional		

Full Name and Complete Current Address of Employer		Date of Employment		
		From _____ To _____		
Total Time	<input type="checkbox"/> Full Time	<input type="checkbox"/> Sub-Professional	Other (Explain)	
	<input type="checkbox"/> Part Time	<input type="checkbox"/> Professional		

Full Name and Complete Current Address of Employer		Date of Employment		
		From _____ To _____		
Total Time	<input type="checkbox"/> Full Time	<input type="checkbox"/> Sub-Professional	Other (Explain)	
	<input type="checkbox"/> Part Time	<input type="checkbox"/> Professional		

Full Name and Complete Current Address of Employer		Date of Employment		
		From _____ To _____		
Total Time	<input type="checkbox"/> Full Time	<input type="checkbox"/> Sub-Professional	Other (Explain)	
	<input type="checkbox"/> Part Time	<input type="checkbox"/> Professional		

Full Name and Complete Current Address of Employer		Date of Employment		
		From _____ To _____		
Total Time	<input type="checkbox"/> Full Time	<input type="checkbox"/> Sub-Professional	Other (Explain)	
	<input type="checkbox"/> Part Time	<input type="checkbox"/> Professional		

Name in Full: _____ Date: _____

E. ARREST RECORD

Have you ever been arrested for any offense (misdemeanor or felony) for anything other than a traffic violation?

Yes No

If your answer is yes, explain by attachment in full detail, giving dates, offense, places, names, the outcome and penalties, if any.

F. CHILD SUPPORT

Pursuant to NRS 623.225, payment of child support, an applicant for the issuance or renewal of a certificate of registration to practice architecture is required to answer the following questions. A certificate of registration may not be issued or renewed by the board if the applicant fails to do so.

1. Are you currently subject to a court order or a plan approved by the district attorney or other public agency enforcing the amounts owed under a court order for the support of a child?

Yes No

2. If so, are you currently in compliance with the court order and/or plan?

Yes No

G. SPOUSE/DOMESTIC PARTNER OF ACTIVE MILITARY

Are you the spouse/domestic partner of an active military member of the Armed Forces of the United States?

Yes No

If your answer is YES, you must provide supporting documentation to verify that this information is true. Per Nevada Executive Order 2012-11, expedited application processing will be granted to the applicant upon receiving verifying documentation.

Name in Full: _____

Date: _____

AFFIDAVIT

I do not have any architectural or interior design commissions that require registration under Chapter 623, nor have I solicited any work or prepared any sketches for any client or associate for any project located in Nevada prior to or at the time of this application. Nor do I propose same prior to my registration. I do realize that practicing architecture or registered interior design for any project located in Nevada without a Nevada registration is a violation of Chapter 623 of the Nevada Revised Statutes.

AUTHORIZATION AND RELEASE

I hereby authorize any individual, company or institution with whom I have been associated, to furnish the Nevada State Board of Architecture, Interior Design and Residential Design with any information concerning my qualifications for registration in Nevada which they have on record or otherwise, and do hereby release the individual, company or institution and all individuals connected therewith, from all liability for any damage whatsoever incurred by me as a result of their furnishing such information.

I, _____, being the applicant named in this application, do hereby attest under penalty of perjury that on _____, 2020, I have personally:

- 1) Read the contents thereof and to the best of my knowledge and belief the foregoing statements are true and correct.
- 2) Do realize that a fraudulent statement in this application is probable cause to have my application denied or revoked, should I be issued one.
- 3) Read and do understand Chapter 623 of the Nevada Revised Statutes.

Signed and attested to this ____ day of _____, 20____

Signature of Applicant