



## Nevada State Board of Architecture, Interior Design and Residential Design

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### Request for Continuing Education Exemption

**This form must be submitted by September 30, 2025 to be considered for an exemption from the continuing education requirements for licenses being renewed for the year 2026.**

**Name:** \_\_\_\_\_

**Profession:** ☐ Architect ☐ Registered Interior Designer ☐ Residential Designer

**Registration No:** \_\_\_\_\_ **License Expiration Date:** \_\_\_\_\_

#### **NAC 623.638 Exemptions**

- 1. A registrant holding an initial certificate of registration issued by the Board, not including a temporary certificate of registration, is exempt from the requirements for continuing education for the year in which the certificate of registration was issued and the next following year.*
- 2. A registrant who serves on active duty in the Armed Forces of the United States for a period of more than 120 consecutive days during a calendar year is exempt from the requirements for continuing education for that calendar year.*
- 3. The Board may exempt a registrant from the requirements for continuing education if the registrant cannot meet the requirements because of illness, physical disability or undue hardship, as determined by the Board based on documentation provided by the registrant before the date of expiration of the certificate of registration.*

#### **Reason for exemption request:**

☐ Military Service ☐ Serious Illness ☐ Physical Disability ☐ Personal Hardship

**A new licensee or certificate holder is exempt from the continuing education requirements for the individual's first annual renewal and need NOT submit this form.**

To aid the board in its decision, you must attach supporting documentation, including but not limited to: pertinent medical documents, a doctor's letter, military orders, and/or a letter detailing how your situation prevented you from complying with the continuing education requirements.

Please be advised that your request for an exemption from the continuing education requirements may be discussed at an open meeting of the full Board. Information discussed and documents presented at these meetings become a matter of public record. Pursuant to NRS 241.030, matters concerning a person's physical or mental health may be considered in closed session.

This exemption request is for the time period of January 1, 2024 through December 31, 2024 and covers continuing education needed to renew certificates of registration expiring on December 31, 2024. If circumstances persist, a new exemption request form will need to be submitted for subsequent license renewals.

**I do hereby verify that the preceding information is correct. I have read the contents thereof, and to the best of my knowledge and belief, the foregoing statements are true and correct in every respect.**

Print Name \_\_\_\_\_ Signature \_\_\_\_\_ Date \_\_\_\_\_