

Board use only			
date received		fees paid	receipt number

**Stage 2 - Final Assessment  
Built Work Program of Assessment**

**Form 11B**

Architects Act 2003  
s16(1)(c)

Personal details

surname

forename

Date of birth

Nominated project

Description

Contact details

name of business (if applicable)

address

phone number

mobile

email

location

period of involvement

name of contact

contact number

Submit this form together with the payment  
authorization and documents listed in the  
Checklist

## Checklist

- Have you answered all questions in this form? *Failure to do so may result in delayed application.*
- Have you selected a payment method and attached the \$3300 (inclusive of GST) application fee?  
(Credit card payments incur a merchant charge of .44%)
- Original and three copies of a printed report (A4, vertical format) for the nominated built architectural project clearly stating your responses to each Performance Criteria of the NSCA. The Performance Criteria must be answered in sequence - written and/or graphic form, and should be cross-referenced to the accompanying drawings and documents where appropriate.
- Table of contents indicating where in the report, and in other parts of the submission, the Performance Criteria is being addressed in relation to the project. This is not only essential in the assessment process but also allows you to plan and structure your responses. Your responses should be unambiguous and clear.
- Four (4) sets of the drawings of the project reduced to A3 including preliminary sketches on conceptual/schematic design
- Photographs (if you need to submit in addition to those submitted in Stage 1)
- Relevant letters from clients, authorities, builders and consultants are to be numbered and included in an appendix to the report where the applicable Performance Criteria is being addressed.

Mail/deliver your submissions to  
NSW Architects Registration Board  
Level 2, 156 Gloucester Street  
SYDNEY NSW 2000.

