



BCSLA Change of Status Request Form – RLA and LA Reinstatement

Requests for changes of membership are due by November 15 for the following year. Please review the BCSLA Bylaw excerpts on the second page before filling out this form. Upon approval of your request for reinstatement, the BCSLA Office will issue you an invoice for your dues and administrative fee.

Name: _____ **Registration Number:** _____

Please provide updated contact information:

Street Address: _____ **City:** _____

Prov/State: _____ **Country:** _____ **Postal/Zip Code:** _____

Email: _____ **Phone:** _____

Signature: _____ **Date:** _____

BCSLA Bylaws

The Bylaws state:

Inactive Landscape Architect Members

When the Inactive Member applies for reinstatement as a full Member the following fees will be due:

- a) *The current year's pro-rated dues (quarterly)*
- b) *A \$25 administration fee*

Reinstatement

A Registered Landscape Architect who has been granted a change in status may be reinstated to their previous status on application to the Registrar, if

- a. *within three (3) years of the date of the application the Member pays his or her current dues and administration fees; or*
- b. *after three (3) years of the date of the application the Member pays his or her current dues and administration fees and provides a declaration of character and work history, and fulfils such other requirements as may be determined by the Board of Examiners.*

Requalification

A Landscape Architect, Retired Landscape Architect, or former Registered Landscape Architect may apply to the Registrar for re-qualification to practicing Landscape Architect status, under the following circumstances:

- a. *If less than five (5) years has elapsed since the applicant has not engaged in the practice of landscape architecture or equivalent practice, or passed the Admission Program, the Registrar must not approve the application for requalification unless the applicant passes a re-qualification examination; or*
- b. *If less than seven (7) years but more than five (5) years has elapsed since the applicant has not engaged in the practice of landscape architecture or equivalent practice, or passed the Admission Program, the Registrar must refer the application to the Credentials Committee*

A complete copy of our Bylaws is available at <https://www.bcsla.org/profession/bylaws-standards>. The Bylaws of the day will apply.