

Path to Landscape Architecture License in Michigan

This document can be used as a guide and/or check list to becoming a licensed landscape architect in Michigan.

Take the LARE

1. Visit the CLARB website to learn more about the L.A.R.E. exam, administration dates, suggested reading materials, resources, etc.
 - Sec. 1 Project and Construction Management- \$370
 - Sec. 2 Inventory and Analysis- \$370
 - Sec. 3 Design- \$580
 - Sec. 4 Grading, Drainage and Construction Documentation- \$580
2. Create My Council Record (\$160 annually)- records exam scores, verifies education and employment, transmits all necessary information to license board when you apply for license. L.A.R.E. exams can take longer than 1 year to complete and therefore the Council Record will need to be maintained, note the \$160 fee renews annually.
3. Stay in touch with the Michigan Chapter of ASLA, we host a bi-annual L.A.R.E. panel to talk with recently licensed Landscape Architects about their experience taking the L.A.R.E.!

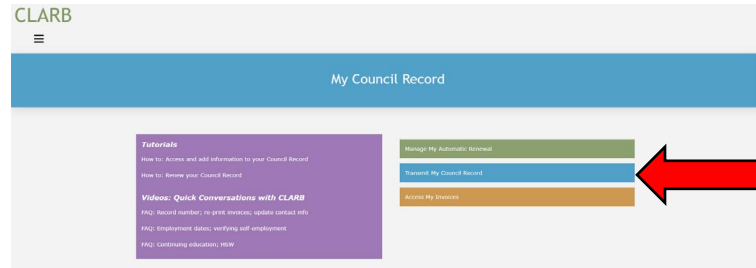
So you passed the LARE, now how do you get licensed?

1. **Ensure you are eligible to apply**
 - Eligibility requirements:
 - https://www.michigan.gov/documents/lara/Landscape_Architects_517630_7.pdf
 - Must submit 5 references, 3 of which must be licensed landscape architects. Reference forms are attached to the application at the link below
 - Have your employment verified through CLARB website
2. **Submit application to State of Michigan LARA (License and Regulatory Affairs)**
 - Complete application form and mail to the State LARA- Application fee: \$320
 - Application Form Link:
https://www.michigan.gov/documents/lara/lara_Landscape_Architects_LLA020_496519_7.pdf
 - Send to:
Bureau of Professional Licensing
PO Box 30670
Lansing, MI 48909
 - Transmit council record through CLARB- Transmittal fee: \$70
 1. Log into your council record through CLARB <https://my.clarb.org/Security/Sign-In?returnurl=/Manage-Your-Career/My-Council-Record>
 2. Ensure all required areas are completed:
 - Employment has been verified

Note all fees are up to date as of October 2021.



- Education has been verified
 - All exam sections show a passing result
3. Initiate record transmittal by clicking the blue bar labeled “Transmit My Council Record” at the top of the page and follow all instructions.



3. Receive license confirmation email from LARA, and receive physical license in the mail

- Once you receive your license confirmation from LARA, they will instruct you to produce a seal and return it to the state to have on record. To order a Michigan Landscape Architect seal:
 - Rubber or self-inking stamp, or embosser: <https://www.simplystamps.com/mi-landscape-architect>
 - Electronic seal (CAD, JPEG, PDF, etc.) and physical stamps: <https://www.pestamps.com/product/michigan-landscape-architect-stamp/>
- Complete and return licensing seal letter within 30 days of becoming licensed

CONGRATULATIONS, YOU'RE OFFICIALLY LICENSED!

4. License Renewal

- Licenses are renewed every 2 years (biennially) through the State of Michigan.
- Continuing Education Credits
 - In order to maintain licensure, Landscape Architects licensed in Michigan are required to attain 24 hours of continuing education credits in order to submit for biennial renewal. For more information on Michigan’s continuing education requirements, please follow this link: https://www.michigan.gov/documents/lara/Landscape_Architect_Continuing_Education_FAQs_724344_7.pdf
 - CEUs can be attained in several ways including at conferences, webinars, demonstrations, etc. Most do require a fee, however ASLA offers 1 free CEU webinar monthly for members
 1. Check with your employer, as many have budgets set aside for training that can cover CEU courses.

Note all fees are up to date as of October 2021.



Initial Licensing Costs (as of October 2021):

LARE Exams: \$1900 total (Sec 1&2: \$370 ea., Sec 3&4: \$580 ea.)

CLARB Council Record: \$160

State of Michigan License Application: \$320

CLARB Transmittal fee: \$70

Professional Seal: \$10 + (depending on options chosen)

Total Cost: \$2,460.00+

Recurring fees (as of October 2021):

Biennial license renewal: \$120

Continuing Education hours: Varies

CLARB Council Record annual renewal: \$160

Total Cost: \$280+

Check with your employer to see if they will support some or all the costs of getting licensed!

Note all fees are up to date as of October 2021.

