



Ontario
Association of
Landscape
Architects

Application Package

For Full Membership
Option 2



(Adopted by Council December 12, 2011)

Application Procedures

1. Applicants should carefully read all material provided with this application.
2. Please complete the application and submit with required documentation and fees.
3. Submit your completed application form, required documentation, professional advisor's signed consent form and non-refundable application fee to:

**Ontario Association of Landscape Architects
3 Church Street, Suite 407
Toronto, ON M5E 1M2
Attention: Registrar**

4. The Examining Board will act on applications for membership at their first regular meeting following receipt of the complete application. Incomplete applications will not be considered. Candidates who are accepted for membership will be notified in writing by the Association upon approval of the Examining Board's recommendations by Council.



Ontario
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3 Church Street
Suite 407
Toronto, ON
Canada M5E 1M2

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A component
organization of the
Canadian Society of
Landscape Architects

Online Full Membership * Application for Candidates from an Equivalent Provincially Regulated Canadian Jurisdiction - Option 2

(approved by Council, December 12, 2011) pages 1-16

A) GENERAL

The Online Full Membership Application of the Ontario Association of Landscape Architects facilitates membership of full members who have been practicing landscape architecture from an equivalent provincially regulated Canadian jurisdiction.

Such full members may be employed in general practice on their own, with another landscape architecture practice, or in a multi-disciplinary firm, or they may be an educator, an administrator, or a researcher. Any and all facets of landscape architecture endeavor will be considered.

The Online Full Membership Application is the process for entrance of candidates applying under OALA's Membership Candidacy Option 2, who are "Candidates with equivalent membership in an equivalent provincially regulated Canadian jurisdiction."

The Online Full Membership Application will be administered on the OALA website, and reviewed by a Panel of Examiners appointed by the OALA governing Council.

If the candidate currently has possession of a membership seal through their home jurisdiction, the Panel of Examiners will recommend acceptance for full membership with custody and use of the Association seal.

Candidates will be asked to sign an affidavit agreeing that they will not practice outside their level of competence, and they will abide by the rules and regulations of the Ontario Association of Landscape Architects.

*** In British Columbia - Registered Landscape Architect.**

B) REQUIREMENTS

The requirements for eligibility for the Online Full Membership Application for Candidates from an Equivalent Provincially Regulated Canadian Jurisdiction - Option 2 are:

1. Submit a completed on-line application with the required documentation and fees as outlined on the application form.
2. Provide a letter of good standing from the home jurisdiction where they are a full member.
3. Complete the Independent Study Course on Ontario legislation and professional practice.
4. Complete the OALA Body of Knowledge profile, Appendix A;
5. Read and endorse the OALA Code of Ethics and OALA Bylaws; and
6. Sign an affidavit agreeing to not practice outside their level of competence; and

Full Membership Application for Full Members from An Equivalent Provincially Regulated Canadian Jurisdiction - Option 2

7. Sign an affidavit that they will abide by the rules and regulations of the Ontario Association of Landscape Architects.

C) CONCLUSION

Upon completion of the Online Application and delivery of all the documents required, the Panel of Examiners will make a recommendation to OALA Council. Where the Panel of Examiners is recommending the candidate be granted full membership, the Panel of Examiners will recommend to OALA Council, acceptance for full membership with custody and use of the Association seal. If the candidate currently has possession of a membership seal through their home jurisdiction. If they do not have a seal through their home jurisdiction, they will be given full membership without custody and use of the Association seal.

The applicant will be notified of the OALA Council's decision in writing.

D) FEES

The application and processing fee shall be \$1,500, and the Panel of Examiners shall determine if the application is complete and that credentials are recognized by the OALA.

Full Membership Application for Full Members from An Equivalent Provincially Regulated Canadian Jurisdiction - Option 2

Appendix A: OALA Body of Knowledge Profile

To be completed by Full Membership Applicant from another Regulated Canadian Jurisdiction.

Body of Knowledge Profile Checklist:

	High	Medium	Low
Legal and administrative Issues			
Basic construction law			
Construction contracts			
Professional liability issues			
Ethical standards			
Analysis			
Behavioral factors relating to design			
Psychological and sensory implications of landscape design			
Natural site conditions and ecosystems			
Resource preservation			
Flood plain management principles			
Topography			
Hydrology			
Soils			
Design Issues			
Basic design principles			
Aesthetic principles of landscape design			
Regional, urban and community planning principles			
Influences of internal and external views on land use and development			
Functional relationships among program elements			
Elements of vehicular and pedestrian circulation systems			
Code requirements and design principles for universal accessibility			
How previous, existing, or potential uses surrounding a site affect land use and development			
Micro and macro climate conditions and systems			
Principles of sustainability			
Characteristics of plant materials (size, shape, texture, colour, etc.)			
Plant materials, including hardiness, moisture requirements, soil requirements etc			

Full Membership Application for Full Members from An Equivalent Provincially Regulated Canadian Jurisdiction - Option 2

Appendix A, page 2 Body of Knowledge Profile Checklist:			
Construction Methods and Processes			
Construction methods and techniques			
Methods of installation of construction materials			
Principles of grading and drainage			
Factors influencing selection of plant materials			
Documentation and Administration			
Presentation techniques			
Common graphic symbols			
Components of specifications for a project			
Specification types			
Details			
Typical constructions details (e.g. materials fasteners, finishes, assemblies)			
Site construction materials, including availability, costs, basic characteristics and applications			
Playground equipment and their design requirements			
Decks, walls and overhead structures			
Structural considerations below grade (e.g. soil bearing, footing foundations systems)			
Structural considerations above grade (e.g. walls, handrails, spans, decking)			
Pavement design and materials			
Structural considerations for small structures			

I certify that the above information is correct.

Applicant's Signature

Full Membership Application for Candidates from another Regulated Canadian Jurisdiction - Option 2

A. APPLICANT INFORMATION

Name: _____

Residence Address: _____

City: _____ Province/State: _____ Postal Code: _____

Residence Telephone: _____

Name of Employer /Business: _____

Address: _____

City: _____ Province/State: _____ Postal Code: _____

Business Telephone: _____ Fax: _____ E-mail: _____

Website: _____

Name of the professional organizations you currently belong to:

1. _____	3. _____
2. _____	4. _____

B. EXAMINATION or OTHER PROFESSIONAL QUALIFICATIONS

List any professional registration, certification, previously or currently, or examinations successfully passed

1. _____	_____	_____
2. _____	_____	_____

C. FEES

Application fee attached: \$1,500 _____ (yes)

**INDEPENDENT COURSE OF STUDY ON ONTARIO LEGISLATION AND PROFESSIONAL PRACTICE:
READING LIST
April 15, 2010**

PRIMARY REFERENCE LIST - "A"

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10. Royal Architectural Institute of Canada. **Canadian Standard Form of Agreement Between Architect and Consultant.** 2007

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INDEPENDENT COURSE OF STUDY ON ONTARIO LEGISLATION AND PROFESSIONAL PRACTICE: READING LIST

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AFFIDAVIT BY CANDIDATE

I hereby certify that I have read and endorse the OALA Code of Ethics and OALA Bylaws; I agree that I will not practice outside my level of competence; I will abide by the rules and regulations of the Ontario Association of Landscape Architects; and I have completed the requirements for the Independent Course of Study on Ontario Legislation & Profession Practice.

Applicant's signature

Date



**OALA MEMBERSHIP CERTIFICATE AND
PROFESSIONAL SEAL**

I hereby apply for enrollment as a full member of the Ontario Association of Landscape Architects and for a certificate of membership and professional stamp describing me as follows:

(Please print your name as you wish it to appear on the certificate)

(Please print your name as you wish it to appear on the seal)

Home address is (please print): _____

Business address and employer are: _____

Telephone: _____
Fax: _____
E-mail: _____
Website: _____

I wish correspondence to be addressed to: My home address
 My business address

I undertake to forthwith provide you with any change in either my home or business address.

I acknowledge that the certificate of membership and professional stamp, will remain the Association's property and I agree to return them forthwith upon demand and without demand should my membership be terminated or suspended.

I undertake to employ the certificate and stamp only in accordance with the rules and regulations of the Association and for no improper purpose.

SIGNATURE OF APPLICANT: _____ DATE: _____