

Application for exemption from Continuing Professional Development

Use this application to apply for an exemption from Continuing Professional Development in accordance with Regulation 9(2) of the *Architects Regulations 2025*.

For further information on your requirements please see the [NT Architects Board](#) website.

Applicant details					
Registration number	AR				
Surname				Date of birth	
Given name/s					
Business address					
Suburb		State		Postcode	
Is your postal address the same as above? If no, complete below.					
Postal address					
Suburb		State		Postcode	
Contact details					
Phone number			Mobile number		
Email address					
Employer details (if applicable)					
Employer name					
Employer registration	AR				
Business address					
Suburb		State		Postcode	
Phone number			Mobile number		
Email address					
Date of proposed exemption period					
From			To		
Reason for exemption from Continuing Professional Development (select one)					
Retired				☐	
Practising Overseas				☐	
Maternity Leave				☐	
Unemployed or employed outside the architectural sector				☐	
Other Circumstances				☐	
If yes for any of the above, provide details below:					

Consent for document verification

We will verify your identity against existing government records using the ID Match Document Verification Service. This service encrypts your information during verification. You can find out more about the service on the ID Match website - <https://www.idmatch.gov.au>.

I confirm that I am authorised to provide the personal details presented and I consent to the document details I've provided as evidence of identity to be checked with the relevant government agency via the Document Verification Service.

Yes / No

Unattested declaration

I, (applicant full name)

Of (residential address)

Do solemnly and sincerely declare that:

- All statements and information contained in this application are true and correct to the best of my knowledge by virtue of the *Oaths, Affidavits and Declarations Act 2010*; and
- I have read and understood the information contained in this application and associated guidelines and accept that failure to supply information required on this form may delay processing of this application; and
- I give the Northern Territory Architects Board and Occupational and Industry Licensing consent to make any inquiries and to receive and disclose information which is relevant to my ongoing eligibility to be registered as an architect; and
- I acknowledge that information (name, business address and telephone number) will be placed on a public register; and
- I know that it is an offence to make a declaration which is false in any material particular.

This declaration is made at (location)

on (date)

Applicant signature

Note: Under the *Oaths, Affidavits and Declarations Act 2010* a person wilfully making a false statement or altering a statement, in a statutory declaration is guilty of a crime and is liable to a penalty or imprisonment, or both.

Supporting Documents Checklist

Application form completed and declaration signed

☐

Any documentation in support of the reasons for exemption (if applicable)

☐**Privacy Statement**

The Northern Territory Government and the Northern Territory Architects Board respects and is committed to safeguarding the confidentiality and privacy of the information that it collects and handles, in accordance with the *Information Act 2002* (NT).

You have been asked to provide personal information necessary for us to meet your application requirements. You do not have to provide your personal information but if you choose not to, this application will be incomplete, and we will be unable to process it.

The information you provide will be accessible to the Territory Business Centre and Occupational and Industry Licensing and will only be used to provide a department service or program. We will not disclose your personal information to third parties unless, authorised or required by law to do so, you have given us consent to share your personal information for a specific purpose.

You may request access to the personal information we hold about you. If you want more information about the Northern Territory's privacy laws, please refer to the *Information Act 2002* (NT), or the Office of the Information Commissioner NT.

Lodgement		
Complete applications can be lodged in person, email or via post at a Territory Business Centre below.		
Darwin	Darwin Corporate Park, Ground Floor, Building 3, 631 Stuart Highway Berrimah	
Katherine	Big Rivers Government Centre, 5 First Street	
Tennant Creek	Barkly Business Hub, 63 Haddock Street	
Alice Springs	Ground Floor, The Green Well Building, 50 Bath Street	
1800 193 111	territorybusinesscentre@nt.gov.au	GPO Box 9800 Darwin NT 0801