

## CONTACTING THE BOARD

Offices for the Minnesota Board of Architecture, Engineering, Land Surveying, Landscape Architecture, Geoscience and Interior Design are located at 85 East Seventh Place, Suite 160, in downtown St. Paul.

The Board meets twelve times throughout the year. For information and directions, contact the office weekdays from 7:30 a.m. to 4:30 p.m. by phone (651) 296-2388, fax (651) 297-5310, or TDD (800) 627-3529. Visit us online at [aelslagid.state.mn.us](http://aelslagid.state.mn.us).

Members of the Board and its staff are available for public outreach and educational presentations to groups, agencies, professional organizations or companies interested in the Board's roles and responsibilities. We invite you to contact the Board's staff during regular business hours for further information.

This publication is intended for general information only. The language in Minnesota Statutes and Rules controls, and is subject to periodic change. Please refer to the current statutes and rules, which are available at the Board's Web site.

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## PROTECTING MINNESOTA USING EDUCATION AND ENFORCEMENT

The mission of the Minnesota Board of Architecture, Engineering, Land Surveying, Landscape Architecture, Geoscience and Interior Design is clear: To protect the public's health, safety and welfare by providing reasonable assurance that persons practicing architecture, professional engineering, land surveying, landscape architecture, geology, soil science or certified interior design are competent, ethical practitioners qualified through education exam and experience appropriate to their title and role.

An official state licensing agency, the Board is charged with the responsibility of implementing those Minnesota statutes and rules which specifically regulate the professions. Concurrently, the Board maintains an active interest in building relationships with all stakeholders~ regulated professionals, public officials, and members of the general public. Utilizing communication tools including a Web site, newsletter and a highly informed staff, the Board is working to increase overall awareness of two of its principal functions:

- Educating the Board's stakeholders as to the critical role of licensure and certification in protecting the public
- Enforcing Minnesota's laws governing professional licensing and certification

THE BOARD'S 21 MEMBERS ARE APPOINTED BY THE GOVERNOR FOR FOUR-YEAR TERMS. THE REGULATED PROFESSIONS ARE REPRESENTED BY 16 INDIVIDUALS, COMPLEMENTED BY 5 MEMBERS OF THE GENERAL PUBLIC.

EACH MEMBER SERVES ON ONE OF THREE COMMITTEES: COMPLAINT, ENFORCEMENT AND LAW, OR EXAM AND LICENSING. VISIT [AELSLAGID.STATE.MN.US](http://AELSLAGID.STATE.MN.US) FOR A COMPLETE CALENDAR OF MEETING DATES, LOCATIONS AND TIMES.

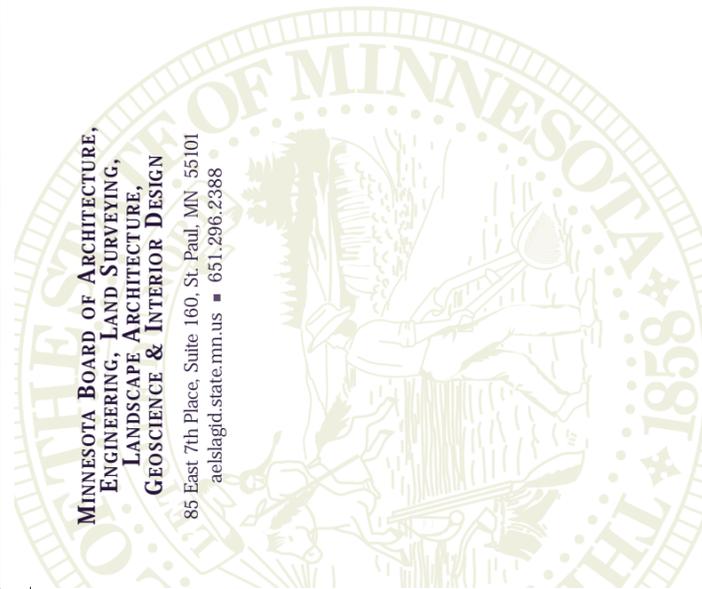
Use this brochure as a guide for understanding the Board's purview and key responsibilities. You'll also find a special section outlining the basic functions and activities of each profession ~ because it's not always simple to distinguish between the various practices.

As always, we invite you to contact our office with questions or suggestions. At your convenience, visit us on-line at [aelslagid.state.mn.us](http://aelslagid.state.mn.us).



THE MINNESOTA BOARD OF ARCHITECTURE,  
ENGINEERING, LAND SURVEYING, LANDSCAPE  
ARCHITECTURE, GEOSCIENCE & INTERIOR DESIGN

*Protecting the public's health,  
safety and welfare by providing  
reasonable assurance of competent  
and ethical practice in architecture,  
professional engineering, land surveying,  
landscape architecture, geoscience  
and certified interior design*



## EDUCATION AND ENFORCEMENT

### PROFESSIONAL LICENSING AND CERTIFICATION

All individuals offering to provide services in the fields of architecture, professional engineering, land surveying, landscape architecture or geoscience must be licensed by the Board. Individuals must obtain certification from the Board to use the title Certified Interior Designer.

EDUCATION, EXAMINATION AND EXPERIENCE ARE THE 3 E'S GUIDING THE BOARD'S MISSION TO PROTECT THE PUBLIC'S WELFARE BY ENSURING THAT ARCHITECTS, PROFESSIONAL ENGINEERS, LAND SURVEYORS, LANDSCAPE ARCHITECTS, GEOLOGISTS, SOIL SCIENTISTS AND CERTIFIED INTERIOR DESIGNERS MEET MINNESOTA'S REQUIREMENTS FOR LICENSURE OR CERTIFICATION.

It is in the public's best interest that these regulated professions comply with all state laws pertaining to licensure and certification. The Board is authorized to issue qualified applicants the required license or certificate. The Board sustains active membership in national professional councils and is equipped to administer national licensing examinations. Individuals seeking licensure or certification can download applications on the Web at [aelslagid.state.mn.us](http://aelslagid.state.mn.us).

### COMMITMENT TO CONTINUING EDUCATION

On-going professional training fosters the development of new skills, ideas and abilities. The Board requires all its licensed or certified individuals to obtain a minimum of 24 professional development hours during the two-year period prior to biennial license or certificate renewal.

### LICENSE REQUIREMENTS AND EXEMPTIONS

To safeguard life, health and property, and promote public welfare, the Board upholds Minnesota's statutes and rules requiring any architecture, professional engineering, land surveying, landscape architecture, geology or soil science to be performed by or under the direct supervision of an individual licensed by the Board.

Some exemptions do apply.

Exemptions to licensure requirements are defined under Minnesota Statutes and Rules (see sidebar). Exemptions generally include single- or two-family dwellings and associated outbuildings. In addition, certain remodeling projects which do not alter mechanical, electrical or structural loads may be exempt.

The Board's staff is available to provide information regarding a project's licensing requirements, project exemptions, and confirmation of an individual's licensure or certification status.

FOR DETAILED INFORMATION REGARDING EXEMPTIONS FOR CERTAIN BUILDING TYPES, REFER TO MINNESOTA STATUTES 326.02 SUBD.5 AND 326.03 SUBD.2. ALSO SEE MINNESOTA RULES, CHAPTERS 1800.5200 AND 1800.5800. THIS INFORMATION IS AVAILABLE ONLINE AT [AELSLAGID.STATE.MN.US](http://AELSLAGID.STATE.MN.US)

### COMPLAINT RESOLUTION PROCESS

Anyone suspecting a violation of a Minnesota statute or rule enforced by the Board may file a written complaint. The Board's Complaint Committee is responsible for the investigation of submitted complaints.

Current disciplinary actions are available on the Web site and summaries are published in *The Communicator*. For more information on filing a complaint, call the Board's office and ask to speak to an Investigator.

## PROFESSIONS REGULATED BY THE BOARD

Each of the following professions provides services important to the people of Minnesota and are regulated by the Board: Architecture, Professional Engineering, Land Surveying, Landscape Architecture, Geoscience (Geologists and Soil Scientists) and Certified Interior Design.

Below is a brief overview of some of the activities that fall within each profession. For a more detailed statement regarding the scope of each profession, please refer to Minnesota Statute 326.02, Subd. 2-4.

### ARCHITECTURE

Architects apply the art and science of construction based on the principles of mathematics, aesthetics and the physical sciences to plan and design private or public buildings, structures and spaces. Architects manage and coordinate the design process and assist with the construction phase.

### PROFESSIONAL ENGINEERING

Engineers apply the principles of mathematics, physical sciences and engineering sciences to situations needing solutions. This broad category encompasses numerous practice areas including, among others:

- Aeronautical
- Agricultural
- Chemical
- Civil
- Electrical
- Industrial
- Mechanical
- Structural

### LAND SURVEYING

Land Surveyors establish or re-establish property boundaries according to boundary laws and the current land record systems based on legal and physical evidence of previous surveys. They plan, design and monument new land subdivisions in accordance with the policies and standards of local authorities. Land Surveyors also create a variety of boundary, topographic, and location maps.

### LANDSCAPE ARCHITECTURE

Landscape Architects consider and determine solutions to problems of land use, erosion, and other physical and biological processes. Responsibilities include, among others:

- Preservation, enhancement and determination of proper land uses
- Natural land features
- Ground cover and planting
- Naturalistic and aesthetic values
- Settings, approaches or environment for structures

### GEOSCIENCE

**GEOLOGISTS:** Geologists investigate, study and interpret the materials forming planet Earth. They also analyze the processes that act on these materials and products formed. These activities typically involve the evaluation, measurement and analysis of Earth's constituent rocks, minerals, soils, fossils, fluids including surface or ground water, gases, natural and induced fields of force and other earth material components.

**SOIL SCIENTISTS:** Soil Scientists are concerned with soil resource management and the environment. Some duties include:

- Soil classification, chemistry, fertility and physics
- Nutrient and chemical management
- Soil and water conservation
- Soil and water quality
- Wetland soil related to building construction
- Soil and environmental quality

### CERTIFIED INTERIOR DESIGN

Certified Interior Designers must be certified to use the title Certified Interior Designer. Interior Design may include:

- Design interior public spaces
- Preparation of documents concerning non-load-bearing interior construction
- Space planning
- Specification of finish materials and furnishings