

# LICENSE REINSTATEMENT APPLICATION

## IOWA LANDSCAPE ARCHITECTURAL EXAMINING BOARD

200 E Grand, Suite, 350, Des Moines, IA 50309

Telephone 515/725-9021

[www.state.ia.us/lisarch](http://www.state.ia.us/lisarch)

Name:	Business Name:
Home Address:	Address:
<input type="checkbox"/> Preferred mailing	<input type="checkbox"/> Preferred mailing
Reinstating as: <input type="checkbox"/> Active or <input type="checkbox"/> Inactive	Phone:
License Number:	E-mail:

### Since your last registration/renewal have you:

Yes  No Been convicted of a felony.

Yes  No Been declared by the court of competent jurisdiction to have committed a fraud?

Yes  No Been subject to disciplinary action by any state board or similar licensing body, a government agency before which you practiced, or any professional organization of which you were a member?

**If you answered "Yes" to any of these questions please attach a complete explanation.**

## ***CERTIFICATION***

I attest to the following: This application is true and correct. I understand for reinstatement of my lapsed license to return to an active status, I must provide proof of attendance, verification of hours claimed, and information about the course content for all continuing education hours claimed on this form.

X \_\_\_\_\_ / \_\_\_\_ / \_\_\_\_  
Signature Date

**CONTINUING EDUCATION REPORT PERIOD: Must be within the previous two years.  
ATTACH PHOTOCOPIES OF evidence of attendance in accordance with 193D—2.9 & 3.3**

<b>PUBLIC PROTECTION (HEALTH, SAFETY, WELFARE) SUBJECTS</b> PROGRAM TITLE (description)	DATE	SPONSOR	CONTACT HRS
<b>PUBLIC PROTECTION TOTAL</b> (24 hours + 12 hours for each year or portion of a year of expiration)			

**\*If you need additional space, please copy this page**

**Privacy Act Notice:** Disclosure of your Social Security Number on this license application is required by 42 U.S.C. § 666(a)(13) and Iowa Code § 252J.8(1). The number will be used in connection with the collection of child support obligations and as an internal means to accurately identify licensees, and may be shared with taxing authorities as allowed by law including Iowa Code § 421.18

**METHOD OF PAYMENT**

(Active = \$350 + \$25 for each month or portion of a month of expiration)  
(Inactive = \$100 + \$25 for each month or portion of a month of expiration)

- CHECK OR MONEY ORDER ENCLOSED FOR \$ \_\_\_\_\_
- CREDIT CARD PAYMENT \$ \_\_\_\_\_ Charge to:  VISA  MASTER CARD  DISCOVER  
(ONLY CARDS ACCEPTED)

CARD NUMBER \_\_\_\_\_

EXP. DATE (\_\_\_\_/\_\_\_\_)

X \_\_\_\_\_ X \_\_\_\_\_

NAME ON CARD (PLEASE TYPE OR PRINT)

SIGNATURE

DAY TIME PHONE (\_\_\_\_) \_\_\_\_\_

**193D—2.9(544B,17A) Reinstatement.**

**2.9(1) Reinstatement to active status from lapsed status.**

*a.* An individual may reinstate an expired certificate of registration to active status within two years of expiration by:

- (1) Paying the reinstatement fee of \$25 per month of expired registration;
- (2) Paying the current renewal fee;
- (3) Providing a written statement outlining the professional activities of the applicant during the period of nonregistration defined as the practice of landscape architecture in Iowa Code section [544B.1](#); and
- (4) Submitting documented evidence of completion of 12 contact hours of continuing education in health, safety, welfare subjects for each year or portion of a year of expired registration in compliance with requirements in [193D—Chapter 3](#). The hours reported shall be in addition to the 24 hours in health, safety, welfare subjects which should have been reported on the June 30 renewal date on which the registrant failed to renew. The continuing education hours used for reinstatement to active status may not be used again at the next renewal.

Out-of-state residents may submit a statement from their resident state's licensing board as documented evidence of compliance with their resident state's mandatory continuing education requirements during the period of nonregistration. The statement shall bear the seal of the licensing board. Out-of-state residents whose resident state has no mandatory continuing education shall comply with the documented evidence requirements outlined in this subrule.

The board shall review reinstatement applications on a case-by-case basis and may, at its discretion, require that the applicant take the L.A.R.E. as a prerequisite to reinstatement to active status.

**2.9(2) Reinstatement to inactive status from lapsed status.** An individual may reinstate a lapsed certificate of registration to inactive status as follows:

- a.* Reinstatement fees. The individual shall:
- (1) Pay the reinstatement fee of \$25 per month of expired registration up to a maximum of \$100 if the application for reinstatement is filed on or before June 30, 2009.
  - (2) Pay the reinstatement fee of \$25 per month of expired registration up to a maximum of \$750 if the application for reinstatement is filed on or after July 1, 2009.
- b.* The individual shall pay the current renewal fee.
- c.* The individual shall provide a written statement in which the individual affirms that the individual has not engaged in any of the practices in Iowa that are listed in Iowa Code section [544B.18](#) during the period of lapsed registration.

**2.9(3) Reinstatement to active status from inactive status or retired status.** An individual may reinstate an inactive registration or retired registration to active registration as follows:

- a.* The individual shall pay the current active registration fee. If the individual is reinstating to active status at a date that is less than 12 months from the next biennial renewal date, one-half of the current active registration fee shall be paid.
- b.* The individual shall submit documented evidence of completion of 24 contact hours (16 contact hours in public protection subjects) of continuing education in compliance with requirements in [193D—Chapter 3](#). The continuing education hours used for reinstatement to active status may not be used again at the next renewal.
- c.* Continuing education for subsequent renewals.
- (1) At the first biennial renewal date of July 1 that is less than 12 months from the date of the filing of the application to restore the certificate of registration to active status, the individual shall not be required to report continuing education.
  - (2) At the first biennial renewal date of July 1 that is more than 12 months, but less than 24 months, from the date of the filing of the application to restore the certificate of registration to active status, the individual shall report 12 hours of previously unreported continuing education.

**2.9(4)** An individual shall not be allowed to reinstate to inactive status from retired status.