

HKIA/ARB Professional Assessment 2022 Registration Guide

WHO should register?

1. Those who plan to take Papers 3, 4 and 5 in July 2022 ^{Note 1}
2. Those who plan to **re-sit** Papers 1, 2, 6, 7 and 8 in November 2022 ^{Note 2}

(*Note:

¹ Those who registered PA 2022 Papers 3, 4 and 5 in March 2022 would be automatically registered for July 2022 and thus not required to register PA 2022 July again.

² For fresh candidates of Papers 1, 2, 6, 7 and 8, the deadline was 31 October 2021. New registration will not be accepted.)

WHEN will be the deadline?

Registration Period	Event	Paper	Submission Requirement
1 - 30 April 2022	Registration	3, 4, 5 (July)	1) Confirmation letter of academic qualification 2) Logsheets and Summary of Practical Experience (min. 12 months) 3) Other documents listed in PA Handbook
	Registration (for re-sitting candidates only)	1, 2, 6, 7, 8	
1 - 30 April 2022	Submission (for fresh candidates only)	1, 2, 6, 7, 8	1) Logsheets and Summary of Practical Experience (up to submission date) 2) Adviser consultation forms (2 quarters)
	Submission	8	1) Case Study Synopsis (PDF) 2) Signed Architect's Permission Form (PDF)
1 - 30 September 2022	Submission	1, 2, 6, 7, 8	1) Logsheets and Summary of Practical Experience (min. 24 months) 2) Adviser Consultation Forms (remaining 2 quarters)
	Submission	8	Full Case Study Report (PDF)

HOW to register and submit?

Step 1: Online registration – See instructions at:

https://www.joinhkia.net/hkiaonline/session_control_msg.php

Step 2: Online submission – Follow steps on:

https://www.joinhkia.net/hkiaonline/Upload_documents.pdf

WHAT do you need to know?

1. Eligibility

Paper	Academic	Practical Experience
3, 4, 5	Completed professional architectural programme accredited or by recognised HKIA/ARB	- a minimum of 12 months of recognised practical experience (including year-out experience) by 30 April 2022
1, 2, 6, 7, 8		- a minimum of 24 months of recognised practical experience (including year-out) by 30 September 2022 <i>Note: For those who studied for less than 5 years' full-time in HKIA/ARB accredited or recognised pre-professional and professional programmes combined, they are required to undergo an additional period of recognised practical experience, which in any case shall not exceed 3 years. Hence the maximum total period of recognised practical experience required before taking Papers 1, 2, 6, 7 and 8 shall be 5 years.</i> <i>The required duration of additional experience shall be determined by the Professional Assessment Committee (PAC) and its decision shall be final. Candidates will receive a reminder if they will be required to make up the shortfall before taking Papers 1, 2, 6, 7 and 8.</i>

**Note: Practical experience in one office should at least be 5 consecutive months in duration.*

2. Validity of Passing Result

The validity of passes in Papers 1 to Paper 8 is eight successive years. To qualify for Professional Interview of PA 2022, passes obtained **from PA 2015 onwards** will be counted.

3. Open Book Arrangement

HKIA will not provide any reference books or documents for candidates at Professional Assessment. Candidates may bring their own **clean copy** of HKIA listed reference books to the Professional Assessment with the following provisos:

- Handwritten markings and notes on any of the reference books are **NOT** permitted;
- The reference books may include new memoranda to the regulations, codes or guidelines (authorised downloaded version only for those not available for sale by the government); and
- All other materials, documents or attachments are forbidden.

Invigilators may conduct random checks on candidates' reference books at the assessment centre and are authorised to confiscate any suspected materials for further investigation. **Candidates who bring unauthorised materials to the PA may be disqualified.** Please visit the Institute's website at <https://www.hkia.net/en/whats-on.html?id=8309> for the latest list of open-book reference books permitted by HKIA.

4. Late Registration / Incomplete Registration

Applicants are reminded to observe all submission deadlines. Incomplete applications, including those with incomplete application forms or missing substantiating documents and items will not be accepted.

Where an applicant is unable to make a submission on time due to extenuating circumstances, a written notification addressed to the Chairman of the Professional Assessment Committee (PAC) should be provided along with documentary proof in support of such claims. The PAC reserves the right not to accept any late submission.

5. Withdrawal from Professional Assessment

Paper	Conditions for withdrawal
3, 4, 5	- Withdrawal from the assessment is not allowed.
1, 2, 6, 7, 8	- Applications for withdrawal from any or all of the papers registered should be submitted to the Registrar of HKIA and ARB in writing not later than 30 September 2022 (Friday) . Candidates will be entitled to a full refund of PA fees for the respective papers. - Registration fee is not refundable.

6. Special Arrangement

Due to Weather Conditions

The Professional Assessment will be postponed upon the announcement of Tropical Cyclone Warning Signal No. 8 or above or the Black Rainstorm Warning signal before 7:00am on the day of the assessment.

Written confirmation of the postponement will be sent by post to candidates within one month of the original assessment date.

Due to COVID-19

In response to the COVID-19 pandemic, HKIA/ARB may implement precautionary measures in due course. Candidates will be informed as early as possible should any changes affect the arrangements for the PA.

7. Fees

Registration	Fee
Graduate Members / Associates	\$600
Non-members	\$1,800
Paper	Fee
1	\$1,250
2	\$1,250
3	\$1,250
4	\$1,250
5	\$1,250
6	\$1,750
7	\$1,750
8	\$1,250
Professional Interview	\$1,500

Please make **cashless payment** by credit card or by cheque payable to “The Hong Kong Institute of Architects”.

8. Syllabus and Specific Requirements

Please refer to the HKIA/ARB Professional Assessment Handbook:

<https://www.hkia.net/en/whats-on.html?id=8788>

Paper	Subject	Page in Handbook
1	Statutory Controls in Building Works	24
2	Building Contracts & Professional Practice, Professional Conduct & Conditions of Agreement	25-26
3	Building Structures	27-28
4	Building Services and Environmental Controls	29-31
5	Building Materials and Technology	32-33
6	Site Design	34
7	Building Design	35
8	Case Study	36-39

WHEN will be the lectures?

Paper	Lecture Schedule
3, 4, 5 (July)	Lecture recordings will be sent after registration deadline. (Subject to the consent of lecturers)
8	14 April 2022
1, 2, 6, 7	To be announced soon.

WHEN will be Professional Assessment 2022?

Paper	Subject	Date	Time	Venue
PA 2022 – Papers 3, 4 and 5 (July)				KITEC*
3	Building Structures	5 July 2022 (Tue)	10:30 – 12:00	
4	Building Services and Environmental Controls	5 July 2022 (Tue)	14:30 – 16:00	
5	Building Materials and Technology	6 July 2022 (Wed)	10:30 – 12:00	
PA 2022 – Papers 1, 2, 6 and 7				
1	Statutory Controls in Building Works	14 Nov 2022 (Mon)	10:00 – 13:00	
2	Building Contracts & Professional Practice, Professional Conduct & Conditions of Agreement	15 Nov 2022 (Tue)	09:00 – 12:00	
6	Site Design	16 Nov 2022 (Wed)	09:00 – 13:00	
7	Building Design	17 Nov 2022 (Thu)	09:00 – 15:00	

*KITEC - Kowloonbay International Trade & Exhibition Centre, 1 Trademart Drive, Kowloon Bay

WHEN will be the result announcement?

3, 4, 5 (July)	15 August 2022 (Monday) (Tentative)
1, 2, 6, 7, 8	20 February 2023 (Monday) (Tentative)

For further enquiries, please do not hesitate to contact Ms Jenny Lai (Tel: 3155 0424) or Ms Cindy Yue (Tel: 3155 0428) of the Secretariat.



Watson Chan
Deputy Chief Operating Officer