

Michigan Department of Licensing and Regulatory Affairs  
Bureau of Commercial Services  
Licensing Division  
LANDSCAPE ARCHITECTS  
P.O. Box 30018, Lansing, MI 48909  
517-241-8720  
www.michigan.gov/landscapearchitects

OFFICE USE ONLY	
I.D. Number:	<b>39-01-</b>
Effective Date:	
Approved By/Date:	

## APPLICATION FOR LANDSCAPE ARCHITECTS LICENSE

AUTHORITY: P.A. 299 of 1980, as amended  
COMPLETION: Mandatory  
PENALTY: Failure to complete may result in denial of your application

Applicant's Name (Last, First, Middle)		Social Security Number	Date of Birth
Address (Number and Street)		City	
State	Zip Code	Telephone Number (      )	E-Mail Address

Have you ever been convicted of a felony?  
 Yes - Download the form BCS-LCE-020 "Request for Conviction History of Applicant". The form can be downloaded and completed to accompany this application. See www.michigan.gov/landscapearchitects and select Forms & Publications. The form must be included to avoid delays in processing your application.  No

Have you ever had disciplinary action taken against any license, registration, certificate or permit you now hold or have ever held? (Includes but is not limited to final orders, suspension, revocation, denial, cease and desist order, etc.)  
 Yes - Download the form BCS/LCE-021 "Request for Disciplinary Action Information". The form can be downloaded and completed to accompany this application. See www.michigan.gov/landscapearchitects and select Forms & Publications. The form must be included to avoid delays in processing your application.  No

Have you ever used another name?  
 Yes - Please list here:  No

EDUCATION - List your education here and have the school send an official transcript directly to the board office. Applicants possessing a bachelors degree in landscape architecture will be granted 4 years of experience credit, with an accredited masters degree earning 1 additional year. An applicant may receive no more than 5 years education credit.	NAME/LOCATION OF INSTITUTION	FROM/TO	DEGREE

FEE PAYMENT INFORMATION (Mark only one box below)	FOR OFFICE USE ONLY - VALIDATION
<p>If applying between April 3 of an odd year to April 2 of an even year, check one box below:</p> <p><input type="checkbox"/> New License - Fee: \$260.00 (3901-01)</p> <p><input type="checkbox"/> Reciprocal License - Fee: \$260.00 (3901-09)</p> <p>If applying between April 3 of an even year to April 2 of an odd year, check one box below:</p> <p><input type="checkbox"/> New License - Fee: \$320.00 (3901-01)</p> <p><input type="checkbox"/> Reciprocal License - Fee: \$320.00 (3901-09)</p> <p style="text-align: center;">\$200.00 Non-Refundable Fee</p>	
<p>Make your check or money order in U.S. Currency payable to:</p> <p style="text-align: center;"><b>STATE OF MICHIGAN</b></p>	
<p>FEEES ARE NOT REFUNDED EXCEPT UNDER AUTHORITY P.A. 152 OF 1979, AS AMENDED AND R338.943 AND R338.944.</p>	

