Minimum hours are required in each of the following design categories for all candidates:

- **Programming/Pre-Design** 200 HOURS
- **Schematic Design** 200 HOURS
- **Contract Administration** 200 HOURS

- **Design Development** 300 HOURS
- **Construction Documents** 400 HOURS
- **Professional Practice** 200 HOURS

minimum hours: 200, 300, 200, 200, 400, 200

Total work experience hours beyond the minimums noted above may be earned in any of the categories. All work experience must be obtained within 10 years before the date of application submission to be considered.

The tasks presented below under each work experience category are provided as **examples** and are not intended to be an exhaustive list. **Ultimately, the appropriateness of candidate task hour allocation into each category is a determination left to each candidate's supervisor or sponsor.**

- **Programming/Pre-Design = 200 hours minimum threshold**
  - Site Analysis
    - Existing conditions
    - Site observations
    - Client surveys
  - Project Assessment and Sustainability
  - Code requirements, laws, standards, and regulations

  - Programming
  - Project Goals and Schedules
  - Data Collection and/or Research (project/client type research, determine applicable scope of work & stakeholders, sustainability/wellness requirements)

- **Schematic Design = 200 hours minimum threshold**
  - Relationship between human behavior and the designed environment
  - Space planning

- Schematic level design presentation techniques
- Conceptualization
- Renderings
- 3D visualization

- **Contract Administration = 200 hours minimum threshold**
  - Bidding/Tender Process
  - Communication techniques (e.g., memos, change orders, addendums, submittals/shop drawing review)
  - Site visits

- **Design Development = 300 hours minimum threshold**
  - Interior building materials and finishes/selections and materiality
  - Integration of furniture, fixtures, and equipment
  - Design Development level presentation techniques

- **Construction Documents = 400 hours minimum threshold**
  - Construction drawings, schedules, and technical material specifications
  - Life safety and universal design
  - Technical specifications for furniture, fixtures, equipment, and lighting
  - Code requirements, laws, standards, and regulations (compliance review)
  - Integration with building systems and construction

- **Professional Practice = 200 hours minimum threshold**
  - Professional development and ethics
  - Project Management
  - Communication techniques (e.g., contracts, meeting minutes)
  - Coordination - client, consultant, designers, vendors, GC, FF&E