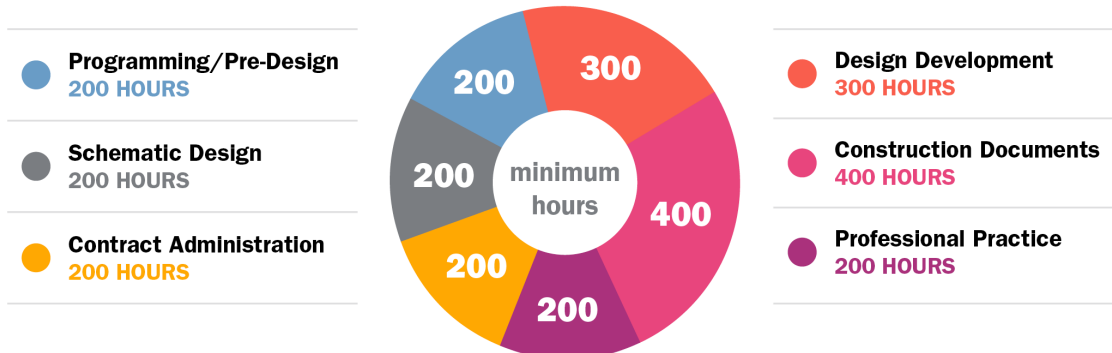


New Work Experience Requirements – Effective February 1, 2024

To be considered for NCIDQ eligibility, all work experience must be obtained within 10 years prior to the date of application submittal.

**EFFECTIVE FOR ALL APPLICATIONS SUBMITTED
ON & AFTER FEBRUARY 1, 2024**

**Minimum hours will be required in each of the
following categories for all candidates:**



Total work experience hours needed remain unchanged.
Remaining hours required beyond these minimums may be earned in any of the above categories.

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