

# ROAD MAP TO REGISTRATION: Becoming a Licensed Interior Designer, AAA via the Intern Interior Designer Program (IIDP)



1. Complete CIDA Degree ✓  
Complete a Bachelor of Interior Design degree from a Council for Interior Design Accreditation (CIDA) program.
2. Apply to the AAA IIDP ✓  
Visit the AAA website ([www.aaa.ab.ca](http://www.aaa.ab.ca)). Download, complete and return the required IIDP application package. Approval takes 3 weeks.
3. Select a Mentor ✓  
You need to select a mentor in order to log experience hours in IIDP. Your mentor will advise and guide you through the IIDP.
4. Select an Employer ✓  
Your employer must be a RA or LID within a firm or organization registered with the AAA. This employer will personally supervise and direct your work. Your employer cannot also be your mentor.



## 5. Log Experience Hours ✓

3520 hrs

Complete the 3520-hour work experience requirement under the supervision of a Registered Architect or Licensed Interior Designer. Record your hours using the IIDP log book.

You can log up to 1000 hours (approx. 6 months) in each submission. For many IIDs it's possible to complete the hours in 3 years. Keep submitting hours until you reach the full 3520!

## 6. Pass the NCIDQ Exams ✓

Submit a copy of your NCIDQ certificate to the AAA.

## 7a. Apply for Registration ✓

Upon completion of the IIDP requirements, apply to become registered as Licensed Interior Designer. Process takes approx. 6 weeks. To apply, email [intern@aaa.ab.ca](mailto:intern@aaa.ab.ca) to request an application.

## 7b. Legislation Courses ✓

All new members joining the AAA must complete the *Architects Act* and an Alberta Building Code course as part of licensure requirements. These online courses can be found on the AAA website [www.aaa.ab.ca](http://www.aaa.ab.ca).

## 8. Pass the Oral Interview ✓

Attend the oral interview to validate your knowledge, experience, professional judgement and competency to practice as a LID in Alberta.

## 9. 15 Day Public Notification ✓

Your name will appear on the AAA website for 15 days to allow for public notification.

## 10. Congrats! You are now a Licensed Interior Designer and may use the designation 'Licensed Interior Designer, AAA'.

**Legend**

- Prerequisites for IIDP application
- Application to become an Intern Interior Designer, AAA
- Provincial Registration Requirements
- Application to become a Licensed Interior Designer, AAA

**Notes**

Upon completion of registration requirements, a Licensed Interior Designer in Alberta can:

- own a stamp/seal,
- apply for a Firm Licence or Permit to Practice,
- vote on bylaws,
- join AAA Council, and
- volunteer for AAA Boards and Committees.