

Before scheduling
your examination,
be sure you understand
the contents of this bulletin.
Please retain and use it as a
reference when contacting PSI.



PSI licensure: certification
3210 E Tropicana
Las Vegas, NV 89121
www.psiexams.com

California Architects Board Landscape Architects Technical Committee California Supplemental Examination

CANDIDATE GUIDE

CONTENT OUTLINE

Introduction	1	Reporting to the Examination Site.....	6
Purpose	1	Required Identification at the Examination Site.....	6
Objective of the LATC.....	1	Security Procedures.....	6
Examinations by PSI.....	1	Taking the Examination by Computer.....	8
Examination Scheduling	1	Identification Screen.....	8
Internet Scheduling.....	2	Tutorial.....	8
Telephone Scheduling.....	2	Examination Review	8
Canceling an Examination.....	2	Examination Development	8
Missed Appointment or Late Cancellation	2	Establishing the Passing Standards	8
Taking a Re-examination	2	Examination Results.....	8
Emergency Examination Center Closing	2	Examination Content Outline.....	10
Confirmation of Examination Appointment	2	Examination References.....	15
Reasonable Accommodation.....	2	Business & Professions Code Section	15
Examination Site Locations	3		

Please refer to the following websites to check for the most updated information:
www.latc.ca.gov and www.psiexams.com.

INTRODUCTION

To advance from student of landscape architecture to landscape architect, a commitment to gaining status as a licensed professional is necessary. The Landscape Architects Technical Committee (LATC) recognizes the dedication required to achieve this goal.

This guide will assist individuals at their final stage of the examination process. Contents include information on examination eligibility and scheduling, an overview of the examination content, and general examination policies and procedures.

The LATC's website is another informational source for candidates, in particular for current updates and changes to the law that may affect licensure and the practice of landscape architecture. Staff are always available to assist with more specific questions. Listed below are examples of the information and forms available on the website:

- Examination applications and supporting forms
- Examination fees and locations
- Frequently asked questions related to licensure and examinations
- Landscape Architects Practice Act

PURPOSE

The purpose of this Candidate Guide is to provide candidates with specific information about the California Supplemental Examination (CSE) process and an overview of content areas in which candidates will be examined.

OBJECTIVE OF THE LANDSCAPE ARCHITECTS TECHNICAL COMMITTEE

State licensing boards are mandated to protect the public by developing licensing examinations that test for minimum competency for those who wish to provide professional services to the public. These examinations require candidates to demonstrate that they possess the minimum knowledge, skills, and abilities (KSAs) that are necessary to perform safely and effectively in independent practice without supervision.

Section 5615 of the Business and Professions Code defines the practice of landscape architecture as:

“A person who practices landscape architecture within the meaning and intent of this article is a person who offers or performs professional services, for the purpose of landscape preservation, development and enhancement, such as consultation, investigation, reconnaissance, research, planning, design, preparation of drawings, construction documents and specifications, and responsible construction observation.”

Examinations administered by the LATC test candidates with regard to the KSAs necessary to perform each job task safely and competently. The CSE is designed to assess the candidate's knowledge as *applied* to job activities of *in the*

practice of landscape architecture in California including California laws, regulations, and other areas of practice that are either unique or more prevalent in California and not covered in the Landscape Architect Registration Examination (LARE).

EXAMINATIONS BY PSI

The Department of Consumer Affairs, LATC, has contracted with PSI to administer the CSE. PSI provides examinations through a network of computer examination centers in California and nationwide.

All questions regarding the scheduling and administration of examinations should be directed to PSI.

PSI licensure: certification

3210 E Tropicana
Las Vegas, NV 89121

(877) 392-6422 • Fax (702) 932-2666 • TTY (800) 735-2929
www.psiexams.com

All other questions about examinations, examination content, and licensing should be directed to the LATC.

Landscape Architects Technical Committee

2420 Del Paso Road, Suite 105
Sacramento, CA 95834
(916) 575-7230
www.latc.ca.gov

EXAMINATION SCHEDULING PROCEDURES

Once a candidate has established eligibility for the CSE by the LATC, the candidate becomes responsible for contacting PSI to schedule an appointment to take the CSE. A candidate may schedule via the Internet at www.psiexams.com, or over the telephone at (877) 392-6422.

Current policy allows one test attempt per application. If a candidate does not pass the examination, the candidate must reapply to the LATC.

The PSI testing centers are open for testing during normal working hours of 8:00 a.m. to 5:00 p.m. Monday through Friday, and operating hours on Saturday, except for the following major holidays:

Independence Day	Closed July 4, 2020
Labor Day	Closed September 7, 2020
Thanksgiving Day	Closed November 26-27, 2020
Christmas Day	Closed December 24-25, 2020
New Years Day	Closed January 1, 2021
Martin Luther King Jr.	Closed January 18, 2021
Memorial Day	Closed May 31, 2021

INTERNET SCHEDULING



A candidate may schedule an examination by completing the online Test Registration Form available at www.psiexams.com. Scheduling an examination via the Internet is available 24 hours a day.

1. Complete the registration form online and submit to PSI via the Internet.
2. Upon completion of the online registration form, a candidate will be given the available dates for scheduling an examination.
3. A candidate will need to choose a date to complete their registration.
4. Upon successful registration, a candidate will receive a traceable confirmation number.

TELEPHONE SCHEDULING

To schedule with a live operator, call PSI at (877) 392-6422 PSI Monday through Friday between 4:30 a.m. and 7:00 p.m. and Saturday, between 8:00 a.m. and 2:00 p.m., Pacific Time. Scheduling services are also available via a PSI Telecommunications Device for the Deaf (TDD) by calling (800) 735-2929.

CANCELING AN EXAMINATION APPOINTMENT

A candidate may cancel and reschedule an examination appointment without forfeiting the fee ***IF A CANCELLATION NOTICE IS RECEIVED TWO (2) DAYS PRIOR TO THE SCHEDULED EXAMINATION DATE.*** For example, for a 9:00 a.m. Monday appointment, the cancellation notice would need to be received before 9:00 a.m. on the previous Saturday. A candidate may call PSI at (877) 392-6422.

Note: A voicemail or email message is not an acceptable form of cancellation. Please use the PSI website or call PSI and speak to a Customer Service Representative.

MISSED APPOINTMENT OR LATE CANCELLATION

A candidate who misses their appointment will not be able to take the examination as scheduled, further the examination fee is forfeited if a candidate:

- Does not cancel their appointment two (2) days before the scheduled examination date;
- Does not appear for their examination appointment;
- Arrives after examination start time; or
- Does not present proper identification to the proctor at the examination site.

RE-EXAMINATION

Candidates who fail the CSE are eligible to retake the examination 90 days from the notification of failed examination.

Candidates will be given an application to re-take the CSE at the testing center or may obtain it on the LATC website at www.latc.ca.gov or by calling (916) 575-7230.

The CSE application and fee must be submitted directly to the LATC. Candidates will receive a Notice of Eligibility from PSI after the LATC receives and processes the CSE application and fee. The process takes approximately *four* weeks to complete.

EXAMINATION SITE CLOSING FOR AN EMERGENCY

In the event that severe weather or another emergency forces the closure of an examination site on a scheduled examination date, the examination will be rescheduled. PSI personnel will attempt to contact candidates in this situation. However, candidates may check the status of an examination appointment by calling (877) 392-6422. Every effort will be made to reschedule a candidate's examination at a convenient time as soon as possible. Candidates will not be penalized. They will be rescheduled at no additional charge.

CONFIRMATION OF EXAMINATION APPOINTMENT

The LATC recommends that candidates confirm their examination appointment with PSI prior to traveling to an examination site. An examination appointment can be confirmed by calling (877) 392-6422.

REASONABLE ACCOMMODATIONS AVAILABLE

All examination sites are physically accessible to individuals with disabilities. Scheduling services are also available via our Telecommunications Device for the Deaf (TDD) by calling (800) 735-2929.

The LATC and PSI recognize their responsibilities under the Federal Americans with Disabilities Act and the California Fair Employment and Housing Act by providing testing accommodations or auxiliary aids or services for candidates who substantiate the need due to a physical or mental disability or qualified medical condition.

Accommodations will not be provided at the examination site unless prior approval by the LATC has been granted. Reasonable, appropriate, and effective accommodations may be requested by submitting a "Reasonable Accommodation Request for CSE" form to the LATC. This form is available at http://www.latc.ca.gov/forms_pubs/reasonaccom.pdf.

Requests for accommodation must be received a minimum of 90 days prior to the desired test date to allow for processing. Accommodations that fundamentally alter the measurement of the skills or knowledge the examination is intended to test will not be granted.

Do not schedule your examination with PSI until you have received written notification from the LATC regarding your request for accommodation.



EXAMINATION SITE LOCATIONS

The CSE is administered at the following PSI examination centers in California:

AGOURA HILLS

30851 AGOURA RD SUITE 302
AGOURA HILLS, CA 91301
(818) 851-9266

FROM THE EAST: TAKE US-101 N/VENTURA FWY WEST TO REYES ADOBE RD (EXIT 38). TURN LEFT ONTO REYES ADOBE RD. TURN RIGHT ONTO AGOURA RD. 30851 AGOURA RD IS ON THE RIGHT.

FROM THE WEST: TAKE US-101 S TO LINDERO CYN RD (EXIT 39). TURN RIGHT ONTO LINDERO CANYON RD. TURN LEFT ONTO AGOURA RD. 30851 AGOURA RD IS ON THE LEFT.

ATASCADERO

7305 MORRO RD, SUITE 201A
ATASCADERO, CA 93422
(805) 462-8983

FROM US-101 N, TAKE THE CA-41 EXIT- EXIT 219-TOWARD MORRO RD. TURN LEFT ONTO EL CAMINO REAL. Turn LEFT onto CA-41/MORRO RD.

FROM US-101 S, TAKE THE MORRO RD/CA-41 EXIT- EXIT 219, TURN RIGHT ONTO CA-41/MORRO RD.

BAKERSFIELD

5405 STOCKDALE HIGHWAY
SUITE 103
BAKERSFIELD, CA 93309
(661) 735-5351

FROM INTERSTATE 5-SOUTH, TAKE THE STOCKDALE HIGHWAY EXIT, EXIT 253. TURN RIGHT ONTO STOCKDALE HIGHWAY. END AT 5405 STOCKDALE HIGHWAY.

FROM INTERSTATE 5-NORTH TOWARD BAKERSFIELD, KEEP LEFT TO TAKE CALIFORNIA 99 NORTH VIA EXIT 221 TOWARD BAKERSFIELD/FRESNO. TAKE THE CALIFORNIA 58 EAST EXIT TOWARD TEHACHAPI/MOJAVE. TAKE THE EXIT ON THE LEFT TOWARD CALIFORNIA STATE UNIVERSITY/ STOCKDALE HIGHWAY/BRUNDAGE LANE. TURN LEFT ONTO WIBLE ROAD, TURN SLIGHT LEFT ONTO STOCKDALE HIGHWAY. END AT 5405 STOCKDALE HIGHWAY.

CARSON

17420 AVALON BLVD, SUITE 205
CARSON, CA 90746
(310) 400-7393

FROM CA-91 E/GARDENA FWY TAKE THE AVALON EXIT. OFF RAMP WILL LEAD YOU ONTO ALBERTONI ST. MAKE A RIGHT ONTO AVALON BLVD AND WE ARE LOCATED ON THE RIGHT HANDSIDE (SAME PARKING LOT AS CARL'S JR).

FROM CA-91 W TAKE THE AVALON EXIT. MAKE A LEFT ONTO AVALON BLVD. MAKE A U-TURN ON AVALON BLVD AND ALBERTONI ST. WE ARE LOCATED ON THE RIGHT-HAND SIDE. (SAME PARKING LOT AS CARL'S JR).

DIAMOND BAR

21660 EAST COPLEY DR SUITE 260
DIAMOND BAR, CA 91765
(909) 860-8158

FROM I-10 E, TAKE THE GRAND AVE EXIT, EXIT 38A. TURN RIGHT ONTO S GRAND AVE. TURN RIGHT ONTO GOLDEN SPRINGS DR. TURN LEFT ONTO COPLEY DR.

FROM 60 WEST, TAKE GRAND AVE EXIT, EXIT 24B. TURN LEFT ONTO GRAND AVE. TURN RIGHT ONTO GOLDEN SPRINGS DR. TURN LEFT ONTO COPLEY DR. 21660 COPLEY DR, STE 260 IS ON THE LEFT.

EL MONTE - SANTA FE SPRINGS

10330 PIONEER BOULEVARD, SUITE 285
SANTA FE SPRINGS, CA 90670
(562) 325-8113

FROM THE I-5 NORTH TAKE NORWALK BLVD EXIT #121, TURN RIGHT ONTO NORWALK BLVD. TURN LEFT ONTO IMPERIAL HWY/CA-90. TURN RIGHT ONTO PIONEER BLVD, TESTING CENTER WILL BE ON YOUR RIGHT.

FRESNO

351 E. BARSTOW, SUITE 101
FRESNO, CA 93710
(559) 538-3975

FROM CA-41 S, TAKE THE BULLARD AVE EXIT. TURN LEFT ONTO E BULLARD AVE. TURN RIGHT ONTO N FRESNO ST. PASS THROUGH THE INTERSECTION OF FRESNO AND BASTOW AVE. TAKE THE FIRST DRIVEWAY ON THE RIGHT-HAND SIDE.

FROM CA-41 N, TAKE THE SHAW AVE EXIT TOWARD CLOVIS. TURN RIGHT ONTO E SHAW AVE. TURN LEFT ONTO N FRESNO ST. TURN LEFT INTO THE LAST DRIVEWAY BEFORE BARSTOW AVE. TESTING CENTER IS IN THE OFFICE COMPLEX ON THE SW CORNER OF BARSTOW AND FRESNO ST.

IRVINE

8 CORPORATE PARK, SUITE 200
IRVINE, CA 92606
(949) 418-9653

FROM I-405 S - USE THE 2ND LANE FROM RIGHT TO TAKE EXIT 7 FOR JAMBOREE RD, THEN USE THE LEFT 2 LANES TO TURN LEFT ONTO JAMBOREE RD. GO ABOUT 1.5 MILES THEN TURN RIGHT ONTO BECKMAN AVE. TAKE THE FIRST RIGHT ONTO CORPORATE PARK. 8 CORPORATE PARK IS THE SECOND BUILDING ON THE RIGHT.

FROM I-5 S - TAKE EXIT 100 FOR JAMBOREE RD. USE THE 2ND FROM RIGHT LANE TO TURN RIGHT ONTO JAMBOREE RD. TAKE THE RAMP TO JAMBOREE RD THEN KEEP LEFT AT THE FORK TO CONTINUE ONTO JAMBOREE RD. GO ABOUT 2.2 MILES THEN TURN LEFT ONTO BECKMAN AVE. TAKE THE FIRST RIGHT ONTO CORPORATE PARK. 8 CORPORATE PARK IS THE SECOND BUILDING ON THE RIGHT.

ONCE PARKED, PROCEED THROUGH THE FRONT ENTRANCE AND TAKE THE ELEVATOR TO THE SECOND FLOOR. THE TEST CENTER IS IN SUITE 200.

LAWNDALE

THE BAYTOWER CORPORATE CENTER SUITE 330
15901 HAWTHORNE BLVD
LAWNDALE, CA 90260
310-793-1200

FROM I-5S, MERGE ONTO CA-110S, WHICH BECOMES I-110S. MERGE ONTO I-105W. TAKE THE I-405S/I-405N EXIT AND MERGE ONTO I-405S. TURN RIGHT ONTO INGLEWOOD AVE. TURN LEFT ONTO MANHATTAN BEACH BLVD. TURN RIGHT ONTO HAWTHORNE BLVD.

REDDING

2861 CHURN CREEK, UNIT C
REDDING, CA 96002
(530) 221-0945

FROM I-5 S, TAKE THE CYPRESS AVENUE EXIT (677). TURN RIGHT ONTO E. CYPRESS AVE. TURN RIGHT ON CHURN CREEK RD.

FROM I-5 N TOWARDS SACRAMENTO, TAKE THE CYPRESS AVE EXIT (677). TURN LEFT ONTO E. CYPRESS AVE. TURN RIGHT ONTO CHURN CREEK RD.

FROM 299 E TOWARDS REDDING, START GOING WEST ON CA-299. MERGE ONTO I-5 S RAMP ON THE LEFT TOWARDS SACRAMENTO. TAKE THE CYPRESS AVE EXIT (677). TURN LEFT ONTO E. CYPRESS AVE. TURN RIGHT ONTO CHURN CREEK RD.

FROM 299 W TOWARDS REDDING. START GOING EAST ON CA-299 TOWARDS WEAVERVILLE/REDDING. FROM 299 EAST TURN RIGHT ONTO CA-273/CA-299 E/MARKET STREET. TURN LEFT ONTO CA-299-E. MERGE ONTO I-5 S VIA EXIT 2A TOWARDS RED BLUFF/SACRAMENTO. TAKE THE CYPRESS AVE EXIT (677). TURN LEFT ONTO E. CYPRESS AVE. TURN RIGHT ONTO CHURN CREEK RD.

RIVERSIDE

7888 MISSION GROVE PARKWAY S., SUITE 130
RIVERSIDE, CA 92508
(951) 565-8037

FROM THE CA-91W TOWARD RIVERSIDE/BEACH CITIES, TAKE THE



CENTRAL AVENUE EXIT TOWARD MAGNOLIA CENTER. TURN LEFT ONTO CENTRAL AVE. CENTRAL AVE BECOMES ALESSANDRO BLVD. VEER TO THE RIGHT, THEN STAY STRAIGHT TO GO ONTO TRAUTWEIN RD (YOU WILL PASS COMMUNICATIONS CENTER DR). TURN LEFT ONTO MISSION GROVE PKY W.

FROM THE HIGH DESERT/SAN BERNARDINO AREA 215 S, WHERE THE 60 FWY, 91 FWY AND THE 215 FWY SPLIT, TAKE 215S (SIGNS FOR THE 60 EAST INDIO). TAKE EXIT 27C FOR ALESSANDRO BLVD, TURN RIGHT ONTO E ALESSANDRO BLVD, TURN LEFT ONTO MISSION GROVE PKWY S.

SACRAMENTO

8950 CAL CENTER DR, SUITE 158
SACRAMENTO, CA 95826
(916) 476-5926

FROM US-50 E: USE THE RIGHT TWO LANES TO TAKE EXIT 11 FOR WATT AVE. USE THE RIGHT 2 LANES TO TURN RIGHT ONTO WATT AVE. USE THE LEFT LANE TO TURN LEFT AT THE FIRST CROSS STREET ONTO FOLSOM BLVD. USE THE LEFT TWO LANES TO TURN LEFT ONTO MANLOVE RD. TURN LEFT ONTO CAL CENTER DR. BUILDING 8950 WILL BE ON THE LEFT.

FROM US-50 W: USE THE RIGHT TWO LANES TO TAKE EXIT 11 FOR WATT AVE. USE THE LEFT 2 LANES TO TURN LEFT ONTO WATT AVE. USE THE LEFT LANE TO TURN LEFT AT THE FIRST CROSS STREET ONTO FOLSOM BLVD. USE THE LEFT TWO LANES TO TURN LEFT ONTO MANLOVE RD. TURN LEFT ONTO CAL CENTER DR. BUILDING 8950 WILL BE ON THE LEFT.

SAN DIEGO

5440 MOREHOUSE DRIVE, SUITE 2300
SAN DIEGO, CA 92121
(858) 550-5940

FROM 1-805 S, TAKE THE SORRENTO VALLEY RD/MIRA MESA BLVD EXIT. TURN LEFT ONTO MIRA MESA BLVD, TURN LEFT ONTO SCRANTON ROAD. TURN RIGHT ONTO MOREHOUSE DRIVE.

FROM 1-805 N TOWARD LOS ANGELES, TAKE THE MIRA MESA BLVD/VISTA SORRENTO PKWY EXIT. TURN RIGHT ONTO MIRA MESA BLVD. TURN LEFT ONTO SCRANTON RD. TURN RIGHT ONTO MOREHOUSE DR.

ADDITIONAL PARKING CAN BE FOUND (on top of the AT&T building) BY CONTINUING ON MOREHOUSE PAST OUR BUILDING AND TURNING LEFT AT THE NEXT DRIVEWAY UP THE HILL

SAN FRANCISCO

150 EXECUTIVE PARK BLVD., STE 2400
SAN FRANCISCO, CA 94134
(415) 844-0008

I-80 W BECOMES US-101 S. TAKE EXIT 429 A TOWARD MONSTER PARK/TUNNEL AVE. TAKE THE RAMP TOWARD 3COM PARK. TURN RIGHT ONTO ALANNA RD. TURN LEFT ONTO EXECUTIVE PARK BLVD.

SANTA CLARA

2936 SCOTT BLVD
SANTA CLARA, CA 95054
(408) 844-0008

FROM US-101 N, TAKE THE SAN TOMAS EXPWY/MONTAGUE EXPWY EXIT- EXIT 392. TAKE THE SAN TOMAS EXPWY RAMP. MERGE ONTO SAN TOMAS EXPY/CR-G4. TURN LEFT ONTO SCOTT BLVD.

FROM I-880 S TOWARD SAN JOSE, TAKE THE MONTAGUE EXPWY EXIT (7). TAKE THE MONTAGUE EXPWY WEST RAMP. MERGE ONTO MONTAGUE EXPY/CR-G4 E. TURN LEFT ONTO E TRIMBLE RD. E TRIMBLE RD BECOMES DE LA CRUZ BLVD. TURN SLIGHT RIGHT ONTO CENTRAL EXPY/CR-G6 W. TURN SLIGHT RIGHT ONTO SCOTT BLVD.

SANTA ROSA

160 WIKIUP DRIVE, SUITE 105
SANTA ROSA, CA 95403
(707) 791-3113

FROM US-101 N, TAKE MARK WEST SPRINGS/RIVER ROAD EXIT. TURN RIGHT ON MARK WEST SPRINGS. TURN LEFT AT OLD REDWOOD HIGHWAY. TURN RIGHT ON WIKIUP DRIVE. FIRST DRIVEWAY ON RIGHT.

FROM US-101 S, TAKE MARK WEST SPRINGS/RIVER ROAD EXIT. TURN LEFT ON MARK WEST SPRINGS. TURN LEFT AT OLD REDWOOD HIGHWAY. TURN RIGHT ON WIKIUP DRIVE. FIRST DRIVEWAY ON RIGHT.

UNION CITY

32960 ALVARADO-NILES RD, SUITE 650
UNION CITY, CA 94587
(510) 901-7992

FROM I-880 N - AT EXIT 23, TAKE RAMP RIGHT AND FOLLOW SINGS FOR ALVARADO NILES RD. TURN RIGHT ONTO ALVARADO NILES RD. AFTER ABOUT A MILE, MAKE A U-TURN AT DOWE AVE. TAKE THE FIRST RIGHT INTO THE OFFICE PARK AND THEN TAKE THE FIRST LEFT ONCE ON THE PROPERTY. SUITE 650 WILL BE IN THE FIRST BUILDING ON YOUR RIGHT. FROM 1880 S - AT EXIT 23, TAKE RAMP RIGHT AND FOLLOW SINGS FOR ALVARADO NILES RD. TURN LEFT ONTO ALVARADO NILES RD. AFTER ABOUT A MILE, MAKE A U-TURN AT DOWE AVE. TAKE THE FIRST RIGHT INTO THE OFFICE PARK AND THEN TAKE THE FIRST LEFT ONCE ON THE PROPERTY. SUITE 650 WILL BE IN THE FIRST BUILDING ON YOUR RIGHT.

VENTURA

4245 MARKET ST, SUITE 208
VENTURA, CA 93003
(805) 650-5223

FROM US-101N, TAKE THE TELEPHONE ROAD EXIT 65. TURN LEFT ONTO TELEPHONE ROAD. TURN RIGHT ONTO MARKET STREET.

VISALIA

3400 W MINERAL KING AVE, SUITE D
VISALIA, CA 93291
(559) 627-6700

FROM CA-99N, MERGE ONTO CA-198E VIA EXIT 96 TOWARD VISALIA/SEQUOIA NAT'L PARK. TAKE THE EXIT TOWARD DEMAREE STREET. MERGE ONTO W NOBLE AVENUE. TURN LEFT ONTO S COUNTY CENTER DRIVE. TAKE THE 1ST LEFT ONTO W MINERAL KING AVENUE.

WALNUT CREEK

175 LENNON LANE, SUITE 203
WALNUT CREEK, CA 94598
(925) 906-9165

FROM I-5N, KEEP LEFT TO TAKE I-580W TOWARD TRACY/SAN FRANCISCO. MERGE ONTO I-680N VIA EXIT 44B TOWARD SACRAMENTO/WALNUT CREEK/CONCORD. TAKE THE YGNACIO VALLEY ROAD EXIT AND TURN RIGHT. TURN LEFT ONTO LENNON LANE.

REPORTING TO THE EXAMINATION SITE

On the day of the examination, candidates must arrive at least 30 minutes prior to a scheduled appointment time. This allows time for check-in and identification verification and provides time for the candidates to familiarize themselves with the examination process. Candidates who arrive late may not be admitted to the examination site, and they may forfeit the examination registration fee. Even though candidates will be thumb printed, they are still required to comply with any identification requirements established by the appropriate regulatory entity.

REQUIRED IDENTIFICATION AT EXAMINATION SITE

A candidate must provide one of the following valid and current forms of government issued identification in order to examine:

- State-issued Driver License
- State-issued Identification Card
- U.S. Military-issued Identification Card
- U.S. Government-issued Passport
- U.S. Government-issued Passport Card



All identification photographs must be recognizable as the person to whom the identification card was issued. The name on the application must match the photographic I.D. card.

If a candidate cannot provide the required identification, the candidate must call (877) 392-6422 at least 3 weeks prior to their scheduled appointment to arrange a way to meet this security requirement. Failure to provide all of the required identification at the time of the examination without notifying PSI is considered a missed appointment, and the candidate will not be able to take the examination.

CALIFORNIA LAW SECURITY PROCEDURES

Section 123 of the California Business and Professions Code states: It is a misdemeanor for any person to engage in any conduct which subverts or attempts to subvert any licensing examination or the administration of an examination, including, but not limited to:

- Conduct which violates the security of the examination materials;
- Removing from the examination room any examination materials without authorization;
- The unauthorized reproduction by any means of any portion of the actual licensing examination;
- Aiding by any means the unauthorized reproduction of any portion of the licensing examination;
- Paying or using professional or paid examination-takers for the purpose of reconstructing any portion of the licensing examination;
- Obtaining examination questions or other examination material, except by specific authorization either before, during, or after an examination; or
- Selling, distributing, buying, receiving, or having unauthorized possession of any portion of a future, current, or previously administered licensing examination.
- Communicating with any other examinee during the administration of a licensing examination.
- Copying answers from another examinee or permitting one’s answers to be copied by another examinee.
- Having in one’s possession during the administration of the licensing examination any books, equipment, notes, written or printed materials, or data of any kind, other than the examination materials distributed, or otherwise authorized to be in one’s possession during the examination.
- Impersonating any examinee or having an impersonator take the licensing examination on one’s behalf.

Nothing in this section shall preclude prosecution under authority provided for in any other provision of law. In addition to any other penalties, a person found guilty of violating this section, shall be liable for the actual damages sustained by the agency administering the examination not to exceed ten thousand dollars (\$10,000) and the costs of litigation.

Additionally, section 496 states: A board may deny, suspend, revoke, or otherwise restrict a license on the ground that an applicant or licensee has violated section 123 pertaining to subversion of licensing examinations.

IMPORTANT INFORMATION ABOUT TAKING AN EXAMINATION

1. All candidates will have their thumbprint taken during examination check-in. The thumb print must be matched after candidates return from a restroom break and any time the candidate leaves and returns to the test site after check-in.
2. The temperature in the testing room is maintained at a moderate level. Candidates are advised to layer clothing. Acceptable layered clothing includes lightweight shirts, sweaters, and pullovers without pockets or hoods. These items must be worn upon check-in, while you wait to enter the testing room, and during your initial seating for the examination. If the layered item is removed during the examination, you will be required to store it in the lobby while time continues to count down on your examination. Outerwear (coats, heavy jackets, vests, shawls, scarves, etc.) is not allowed in the testing rooms.
3. There are timing mechanisms available in the testing room and on the computer console to help candidates keep track of time during the test administration. Candidates are not permitted to bring watches or other timekeeping devices into the testing rooms.
4. Only one candidate will be allowed to take a restroom break at a time. Candidates are required to sign out when leaving and returning to the testing room. If a candidate’s restroom break takes longer than 5 (five) minutes, a proctor will check on the candidate and will notify the applicable regulatory entity of the occurrence. The regulatory entity will investigate and take appropriate action.
5. The following is a non-exhaustive list of personal items that are not permitted in the testing rooms:

Purses	Briefcases/daypacks/luggage
Cellular phones	Pagers
Drinks (including water)	Food/candy/snacks/gum
Good luck items	Luggage
Calculators	Reading materials
Textbooks	Notes
Any recording device	Smart devices
Electronic devices	Headphones or earphones/earbuds
Personal pens or pencils	Therapeutic items
Cameras	Over-the-counter medication
Weapons	Fashion scarves
Hats/baseball caps/visors*	Sunglasses**
Bulky, large or noisy jewelry***	Prescription drugs****

*Headwear worn for religious purposes is subject to inspection.

**Prescription and non-prescription eyeglasses may not be worn for the photo. Eyeglasses subject to inspection.

***Jewelry that is allowed into the examination room is subject to inspection.

****Drugs that are medically necessary during the pendency of the examination may be brought into the examination site, in a container bearing a proper prescription label with the name of the candidate and of the drug; any such



medication is subject to examination by a proctor upon check-in.

Examination proctors will have considerable discretion to refuse permission of clothing and/or items that compromise the integrity or security of the examination.

During the check-in process, all candidates will be asked if they possess any of the prohibited items and all candidates will be asked to empty their pockets. If prohibited items are found during check-in, candidates must return these items to their vehicle or other place of safekeeping. Neither PSI nor the Department of Consumer Affairs will be responsible for the items. Any candidate possessing prohibited items in the testing room will have his or her examination results invalidated, and PSI will notify the appropriate regulatory entity of the occurrence.

6. Shoes must be worn at all times and feet are not permitted on the chairs. Feet must remain on the floor during examinations.
7. Copying any portion of the examination content by any means or communicating examination content for the purpose of aiding its unauthorized reproduction, whether before, during, or after the examination, is a violation of PSI security policy and existing law. Either one may result in the disqualification or invalidation of examination results, the denial of your license, and may result in criminal prosecution.
8. If a candidate is asked by a proctor to step into the lobby during your examination, the proctor will suspend the candidate's examination, so all remaining test time will be retained.

Only candidates, and those individuals with prior regulatory entity approval, are allowed to be present in the testing sites.

If candidates require that an exception be made to ANY of the abovementioned security procedures, candidates must contact their regulatory entity PRIOR to the date of their examination. The regulatory entity must provide the exception to PSI. **NO EXCEPTIONS WILL BE MADE ON THE DAY OF THE EXAMINATION.**

TAKING THE EXAMINATION BY COMPUTER

The examination will be administered via computer. You will be using a mouse and computer keyboard.

IDENTIFICATION SCREEN

You will be directed to a semiprivate testing station to take the examination. When you are seated at the testing station, you will be prompted to confirm your name, identification number, and the examination for which you are registered.

TUTORIAL

Before you start your examination, an introductory tutorial is provided on the computer screen. The time you spend on this tutorial, up to 15 minutes, DOES NOT count as part of your examination time. Sample questions are included following the tutorial so that you may practice answering questions and reviewing your answers.

TEST QUESTION SCREEN

The "function bar" at the top of the test question screen provides mouse-click access to the features available while taking the examination.



One question appears on the screen at a time. During the examination, minutes remaining will be displayed at the top of the screen and updated as you record your answers.

EXAMINATION REVIEW

Examination development and testing specialists in conjunction with the LATC, will continually evaluate the examinations being administered to ensure that the examination accurately measures competency in the required knowledge areas.

EXAMINATION DEVELOPMENT

The LATC CSE is developed and maintained by OPES, a division of the Department of Consumer Affairs. OPES staff consists of test validation and development specialists trained to develop and analyze occupational licensing examinations.

California licensed landscape architects are trained by these testing specialists and participate in workshops where examinations are developed. The licensed landscape architects are referred to as "Subject Matter Experts" (SMEs). These SMEs write and review multiple-choice questions based specifically on the examination plan, which is a result of the most recent occupational analysis.

The cooperative efforts among the members of the landscape architecture profession, the OPES, and the LATC are necessary to achieve both the measurement and content standards for examination construction.

ESTABLISHING THE PASSING STANDARDS

The CSE measures knowledge and skills required for landscape architectural practice in California and represents a standard of performance that landscape architect SMEs agree is the minimum acceptable level for licensing in the profession.

To establish pass/fail standards for the CSE, a criterion-referenced passing score methodology is used. The intent of this methodology is to differentiate between a qualified and unqualified licensure candidate. The passing score is based on minimum competence criterion that are defined in terms of

the actual behaviors that qualified architects would perform if they possessed the knowledge necessary to perform job activities.

During a criterion-referenced passing score procedure, a panel of landscape architect SMEs also consider other factors that would contribute to minimum acceptable competence, such as prerequisite qualifications (e.g., education, training and experience); the difficulty of the issues addressed in each multiple-choice item; and public health and safety issues. By adopting a criterion-referenced passing score, the LATC applies the same minimum competence standards to all licensure candidates.

EXAMINATION RESULTS

After completing the CSE, a candidate will receive a printed Score Report indicating whether they have passed or failed.

Candidates who pass the CSE are eligible for licensure. The LATC will provide information on obtaining licensure to eligible candidates.

Candidates who fail the CSE are eligible to retake the examination 90 days from the notification of failed examination. Candidates who are unsuccessful will be given an application to re-take the CSE at the testing center or they may obtain it on the LATC website at www.latc.ca.gov or by calling (916) 575-7230.

There is no provision for an appeal of a candidate’s failed examination score.

Submittal of a new application and payment to the LATC is required in order to retake the CSE; however, a candidate cannot schedule or retake the examination for at least 90 days from the date he or she took the examination they failed. If the new application and payment are received by the LATC within the 90-day wait time, a new notice of eligibility (CSE Candidate Guide) will be sent to the candidate (from PSI) near the end of that waiting period. If the application and payment are received any time after that waiting period, they will be processed within normal processing times by the LATC, PSI will be notified of the candidate’s renewed eligibility, and a new notice of eligibility will be sent to the candidate (from PSI).

LANDSCAPE ARCHITECT CSE TEST PLAN CONTENT

The CSE is designed to assess a candidate’s knowledge and experience as *applied* to job activities of landscape architects. The CSE is structured into **weighted** content areas.

The examination plan represents job tasks and knowledge, skills, and abilities that licensees are expected to know and perform at the time of licensure. Examination questions are developed directly from specific tasks and the KSAs associated with those tasks in the examination plan.

The CSE consists of multiple-choice items and may contain additional items for the purpose of pre-testing (non-scoreable items). Pre-testing allows performance data to be gathered and evaluated before the items are scoreable in a future examination. These pre-test items, distributed throughout the examination, are not identified or used in calculating the examination score.

All of the scoreable items in the CSE have been written and reviewed by California-licensed landscape architects, are based on the knowledge statements contained in the CSE Examination Plan, are written at a level to assess minimum standards of competency necessary for practice in California and have been pre-tested to ensure statistical performance standards are met.

There is only one correct answer for each item. The “incorrect” answers are typically common errors and misconceptions, true but not relevant statements, or incorrect statements. There are no “trick” questions in the examination. Candidates will have approximately TWO AND A HALF (2.5) hours to complete the examination.

I. SITE ASSESSMENT (15%): This area assesses the candidate’s ability to evaluate and analyze the project site and surrounding conditions to determine opportunities and constraints based on the client’s goals and objectives.

A. Site Inventory and Analysis (10%)

Task Statement	Linked Knowledge
2 Gather general site information and data to identify alternative approaches to the project	2 Knowledge of methods for collecting and evaluating the information (e.g., regulatory impacts, projected costs, local and environmental issues) needed to determine the feasibility of approaches to a project 10 Knowledge of the types of natural site conditions and resources (e.g., sensitive environments, geology, and existing ecology) and their potential effect on site development 13 Knowledge of types of hazardous conditions (e.g., fire, flood, erosion, storm water, soil contaminants) and their potential effect on site development 17 Knowledge of methods for obtaining site and design history sufficient to understand the significance of cultural/historical site elements



<p>8 Identify on- and off-site conditions and evaluate the potential opportunities and constraints for project development</p>	<p>10 Knowledge of the types of natural site conditions and resources (e.g., sensitive environments, geology, and existing ecology) and their potential effect on site development</p> <p>13 Knowledge of types of hazardous conditions (e.g., fire, flood, erosion, storm water, soil contaminants) and their potential effect on site development</p> <p>12 Knowledge of procedures used to evaluate the impact of off-site conditions (e.g., environmentally sensitive resources, watershed boundaries) on site development</p> <p>17 Knowledge of methods for obtaining site and design history sufficient to understand the significance of cultural/historical site elements</p>
<p>10 Evaluate the potential impacts to the site and surrounding areas posed by the project development</p>	<p>10 Knowledge of the types of natural site conditions and resources (e.g., sensitive environments, geology, and existing ecology) and their potential effect on site development</p> <p>13 Knowledge of types of hazardous conditions (e.g., fire, flood, erosion, storm water, soil contaminants) and their potential effect on site development</p> <p>12 Knowledge of procedures used to evaluate the impact of off-site conditions (e.g., environmentally sensitive resources, watershed boundaries) on site development</p> <p>17 Knowledge of methods for obtaining site and design history sufficient to understand the significance of cultural/historical site elements</p>

B. Laws, Codes, and Regulations (5%)

Task Statement	Linked Knowledge
14 Determine the relevant laws, codes, and regulations that govern the project	15 Knowledge of data and information resources available (e.g., agency contacts, technical consultants) to research the potential impacts from on and off-site factors on site development 19 Knowledge of methods and procedures for clarifying and evaluating regulatory requirements (e.g. applicable laws, responsible agency, requirements and approval process) and their potential effect on project development 20 Knowledge of methods for determining the laws, codes, easements and restrictions that apply to the project and their impact on project development
15 Identify the responsible regulatory agencies and their requirements and approval processes to evaluate the impact on the project (e.g., scope, costs, schedule)	15 Knowledge of data and information resources available (e.g., agency contacts, technical consultants) to research the potential impacts from on and off-site factors on site development 19 Knowledge of methods and procedures for clarifying and evaluating regulatory requirements (e.g. applicable laws, responsible agency, requirements and approval process) and their potential effect on project development 20 Knowledge of methods for determining the laws, codes, easements and restrictions that apply to the project and their impact on project development
16 Coordinate research with technical consultants to evaluate the regulatory and property requirements (e.g., easements, setbacks, restrictions, master/general plans) affecting the site	15 Knowledge of data and information resources available (e.g., agency contacts, technical consultants) to research the potential impacts from on and off-site factors on site development 19 Knowledge of methods and procedures for clarifying and evaluating regulatory requirements (e.g. applicable laws, responsible agency, requirements and approval process, etc.) and their potential effect on project development 20 Knowledge of methods for determining the laws, codes, easements and restrictions that apply to the project and their impact on project development

II. PROGRAM DEVELOPMENT (10%): This area assesses the candidate’s ability to develop and evaluate program elements based on the client’s goals and the site conditions and constraints.

Task Statement	Linked Knowledge
1 Develop project program based on the goals and objectives of the client and users	1 Knowledge of methods for determining the project scope and developing project parameters 5 Knowledge of methods and techniques for communicating program ideas to clients, the project team, and the public 21 Knowledge of methods for preserving, enhancing, or featuring unique site features (e.g., vegetation, geology, views, waterways, cultural/historical elements) in the design process
7 Develop program alternatives that support human communities, preserve and enhance the environment and biodiversity, and restore degraded sites (e.g., soil mitigation, constructed wetland)	3 Knowledge of water management strategies and systems 6 Knowledge of current approaches to sustainable and low impact development 7 Knowledge of design strategies to facilitate active living (e.g., walkable cities, transit-oriented development, safe routes to schools, bike paths) 9 Knowledge of design strategies that preserve native habitat and promote biodiversity 21 Knowledge of methods for preserving, enhancing, or featuring unique site features (e.g., vegetation, geology, views, waterways, cultural/historical elements) in the design process
13 Identify and engage individuals, groups, and organizations that may have specific knowledge or concerns about the site so that the potential impact on the project can be evaluated	1 Knowledge of methods for determining the project scope and developing project parameters 5 Knowledge of methods and techniques for communicating program ideas to clients, the project team, and the public 21 Knowledge of methods for preserving, enhancing, or featuring unique site features (e.g., vegetation, geology, views, waterways, cultural/historical elements) in the design process

III. DESIGN PROCESS (65%): This area assesses the candidate’s ability to develop, evaluate, and refine design solutions to meet the client’s needs.

	Task Statement	Linked Knowledge
3A Sustainability and Energy Conservation (6%)	27 Develop project solutions to implement environmentally responsible design practices to assist in resource preservation (e.g., air quality, energy conservation, water conservation)	55 Knowledge of regulations and best management practices for sustainable development (e.g., CalGreen, LEED, Sustainable Site Initiative, Green Roofs) 58 Knowledge of landscape solutions that promote energy conservation
	29 Develop landscape solutions to promote energy conservation (e.g., strategic tree planting, use local products)	55 Knowledge of regulations and best management practices for sustainable development (e.g., CalGreen, LEED, Sustainable Site Initiative, Green Roofs) 58 Knowledge of landscape solutions that promote energy conservation
3B Site Remediation (6%)	19 Develop measures for the mitigation, remediation, or reclamation of impacts to the environment from site development	30 Knowledge of the effects of environmental toxicity on soil and plants 31 Knowledge of mitigation solutions for complying with environmental regulations (e.g., CEQA, NEPA) 32 Knowledge of remediation strategies and their application for natural resource restoration/preservation (e.g. bioremediation and phyto-remediation) 33 Knowledge of strategies for amending site conditions (e.g., alkaline soil, requirements of soil conditions, aerially deposited lead, etc.)
3C Access and Circulation (13%)	24 Design circulation systems (vehicular and non-vehicular) within regulatory design specifications to facilitate implementation of project	46 Knowledge of California accessibility requirements and methods for achieving accessibility in the site and the vehicular and non-vehicular circulation system designs 47 Knowledge of resources for interpreting and implementing regulatory and technical requirements (e.g. agency contacts, technical consultants) related to site development
	25 Design site plan for user safety, security, and crime prevention to facilitate implementation of project	46 Knowledge of California accessibility requirements and methods for achieving accessibility in the site and the vehicular and non-vehicular circulation system designs 47 Knowledge of resources for interpreting and implementing regulatory and technical requirements (e.g. agency contacts, technical consultants) related to site development 49 Knowledge of design options for site layout to increase user safety, security, and crime prevention (e.g., equipment, lighting, plantings, site layout)

3D Water Management (12%)	21 Design site grading and drainage plan that facilitates implementation of the project and offers solutions for stormwater management	41 Knowledge of federal, State, and local laws and requirements regarding stormwater 42 Knowledge of design solutions for water management and conservation (e.g., erosion control, rainwater harvesting, grey water, recycled water, retention and detention) 43 Knowledge of Low Impact Development (LID) methods and the procedures for their implementation (e.g., bioretention, soil amendments, vegetated swales and buffers, Green Streets)
	22 Develop design solutions for water conservation and management to assist in resource preservation (e.g., water reuse, water recycling, water harvesting)	41 Knowledge of federal, State, and local laws and requirements regarding stormwater 42 Knowledge of design solutions for water management and conservation (e.g., erosion control, rainwater harvesting, grey water, recycled water, retention and detention) 43 Knowledge of Low Impact Development (LID) methods and the procedures for their implementation (e.g., bioretention, soil amendments, vegetated swales and buffers, Green Streets)
3E Planting & Landscape Strategies (18%)	18 Design planting plan to identify vegetation types and locations based on client goals, suitability, and sustainability to comply with the requirements of the project plan	23 Knowledge of factors that affect plant health and longevity (e.g., geography, weather, soils, water quality, water availability, pathogens) 24 Knowledge of approaches to plant selection and compatibility that support water management and conservation (including WUCOLS) 25 Knowledge of landscape strategies that support California’s ecological communities and ecoregions 26 Knowledge of plants invasive to California ecological communities 27 Knowledge of plants noxious to people and domesticated animals 29 Knowledge of planting strategies that mitigate site hazards (e.g., erosion, fire)
3F Irrigation (10%)	20 Design irrigation system to facilitate water management and efficient distribution of water to promote healthy plant growth	34 Knowledge of principles and procedures of irrigation system design (e.g., equipment, applications, water conservation) 35 Knowledge of methods and procedures for employing alternative water sources 36 Knowledge of State and local requirements regarding water management and conservation (e.g., AB 1881, CBC) 37 Knowledge of how to perform water use calculations

IV. Construction Documents and Contract Performance (10%): This area assesses the candidate’s ability to prepare construction documents and perform administration.

Task Statement		Linked Knowledge	
30	Prepare construction documents including demolition, site protection and preservation, grading and drainage, planting, irrigation, layout, lighting, etc.	59	Knowledge of procedures for preparing construction documents and jurisdictional submittals (e.g., approvals, permits)
		67	Knowledge of California law as it relates to contracts and construction (e.g., lien requirements, minimum warranty periods, CBC)
		72	Knowledge of procedures for evaluating work conformance and completeness in relation to the construction documents
34	Develop professional services contract in keeping with legal requirements and professional practice	64	Knowledge of professional and ethical standards related to practice of landscape architecture
		67	Knowledge of California law as it relates to contracts and construction (e.g., lien requirements, minimum warranty periods, CBC)
		72	Knowledge of procedures for evaluating work conformance and completeness in relation to the construction documents
35	Perform project/contractual responsibilities in keeping with professional and ethical standards	64	Knowledge of professional and ethical standards related to practice of landscape architecture
		67	Knowledge of California law as it relates to contracts and construction (e.g., lien requirements, minimum warranty periods, CBC)
		72	Knowledge of procedures for evaluating work conformance and completeness in relation to the construction documents
		70	Knowledge of procedures for contract close-out (e.g., punch lists)

CSE REFERENCES

Referenced Publications

Firescape, Landscaping to Reduce Fire Hazard (2003) 5th Edition. East Bay MUD

Barclay, Cecily.; Gray, Matthew (2013) *Curtin's CA Land Use and Planning Law 33rd edition.* 9781938166037

Brenzel, Kathleen (2012) *The New Sunset Western Garden Book 9th edition.* Oxmoor House. 9780376039200

Gilmer, Maureen (1994) *California Wildfire Landscaping.* Taylor Trade Publishing Company. 0878338640

Harris, Charle W.; Dines, Nicholas T. (1997) *Time Saver Standards for Landscape Architecture 2nd edition.* McGraw-Hill. 0070170274

Kinkade-Levario, Heather (2007). *Design for water: Rainwater harvesting, stormwater catchment, and alternate water reuse.* New Society. 9780865715806

Krieg, John (1998). *Desert Landscape Architecture.* CRC Press. 1574442252

Novak, Celeste; Van Giesan, Eddie; DeBusk, Kathy (2014) *Designing Rainwater Harvesting Systems: Integrating Rainwater into Building Systems.* Wiley. 9781118410479

Porterfield, Gerald A.; Hall, Kenneth B. (1995) *A Concise Guide to Community Planning.* MsGraw-Hill. 0070255911

Ramroth, William (2006) *Project Management for Design Professionals.* Kaplan AEC Education. 9781419528125

Perry, Robert. (2010). *Landscape plants for California gardens: An illustrated reference of plants for California landscapes.* Land Design Pub. 0960598855

Rubenstein, Harvey (1996). *A Guide to Site Planning and Landscape Construction 4th edition.* Wiley and Sons, Inc. 0471129321

Smith, Stephen W. (1996). *Landscape Irrigation: Design and Management.* John Wiley & Sons, Inc. 0471038245

Strom, Steven; Nathan, Kurt; Woland, Jake (2009). *Site Engineering for Landscape Architects 5th edition.* Wiley. 9780470138144

Thompson, J, William; Sorvig, Kim (2008). *Sustainable landscape construction: A guide to green building outdoors.* Island Press. 1597261432

Venhaus, Heather (2012). *Designing the Sustainable Site: Integrated Design Strategies for Small Scale Sites and Residential Landscapes.* Wiley. 9780470900093

Referenced Websites

Important note: Website references are accurate as of this guide's publication date. Candidates are advised to verify citations as web addresses and/or page locations within a website can change.

- *ADA Accessibility Guidelines*
<http://www.access-board.gov/guidelines-and-standards>
- *California Access Compliance Reference Manual*
http://www.dgs.ca.gov/dsa/Programs/progAccess/acc_essmanual.aspx
- *California Building Standards Code - Title 24*
<http://www.bsc.ca.gov/pubs.aspx>
- *California Fish and Game Commission Regulations*
<http://www.fgc.ca.gov/regulations/current/>
- *California Environmental Quality Act (CEQA)*
<http://ceres.ca.gov/ceqa/guidelines/>
- *Firescape - Landscaping to Reduce Fire Hazard*
http://www.ebmud.com/sites/default/files/pdfs/firescape-booklet_0.pdf
- *The Highway Design Manual - Chapter 1000 Bikeway Planning and Design*
www.dot.ca.gov/hq/oppd/hdm/pdf/chp1000.pdf
- *Xeriscape Manual*
<http://www.marex.uga.edu/advisory/Library/CSCPPdfs/Xeriscape.pdf>

Reference books are available from:

Amazon Book Stores (www.amazon.com)

American Society of Landscape Architects (www.asla.org)

BUSINESS & PROFESSIONS CODE SECTIONS REGARDING EXAMINATION SECURITY

123. It is a misdemeanor for any person to engage in any conduct which subverts or attempts to subvert any licensing examination or the administration of an examination, including, but not limited to:

- (a) Conduct which violates the security of the examination materials; removing from the examination room any examination materials without authorization; the unauthorized reproduction by any means of any portion of the actual licensing examination; aiding by any means the unauthorized reproduction of any portion of the actual licensing examination; paying or using professional or paid examination-takers for the purpose of reconstructing any portion of the licensing examination; obtaining examination questions or other examination material, except by specific authorization either before, during, or after an examination; or using or purporting to use any



examination questions or materials which were improperly removed or taken from any examination for the purpose of instructing or preparing any applicant for examination; or selling, distributing, buying, receiving, or having unauthorized possession of any portion of a future, current, or previously administered licensing examination.

- (b) Communicating with any other examinee during the administration of a licensing examination; copying answers from another examinee or permitting one's answers to be copied by another examinee; having in one's possession during the administration of the licensing examination any books, equipment, notes, written or printed materials, or data of any kind, other than the examination materials distributed, or otherwise authorized to be in one's possession during the examination; or impersonating any examinee or having an impersonator take the licensing examination on one's behalf.

Nothing in this section shall preclude prosecution under the authority provided for in any other provision of law.

In addition to any other penalties, a person found guilty of violating this section, shall be liable for the actual damages sustained by the agency administering the examination not to exceed ten thousand dollars (\$10,000) and the costs of litigation.

- (c) If any provision of this section or the application thereof to any person or circumstances is held invalid, that invalidity shall not affect other provisions or applications of the section that can be given effect without the invalid provision or application, and to this end the provisions of this section are severable.

123.5. Whenever any person has engaged, or is about to engage, in any acts or practices which constitute, or will constitute, a violation of Section 123, the superior court in and for the county wherein the acts or practices take place, or are about to take place, may issue an injunction, or other appropriate order, restraining such conduct on application of a board, the Attorney General or the district attorney of the county.

The proceedings under this section shall be governed by Chapter 3 (commencing with Section 525) of Title 7 of Part 2 of the Code of Civil Procedure.

The remedy provided for by this section shall be in addition to, and not a limitation on, the authority provided for in any other provision of law.

496. A board may deny, suspend, revoke, or otherwise restrict a license on the ground that an applicant or licensee has violated Section 123 pertaining to subversion of licensing examination.

Landscape Architects Technical Committee
2420 Del Paso Road, Suite 105
Sacramento, CA 95834
(916) 575-7230
www.latc.ca.gov

**CALIFORNIA ARCHITECTS BOARD
LANDSCAPE ARCHITECTS TECHNICAL COMMITTEE
NOTICE OF CSE ELIGIBILITY**

Candidates receiving this guide are eligible to take the California Supplemental Examination (CSE). This is the **ONLY** notice of eligibility a candidate will receive from the LATC for this examination.

This guide provides important information regarding CSE procedures, processes, and content. To schedule an examination, please refer to the instructions in this guide.

Upon passing the CSE, you are eligible to apply for a landscape architect license in California. Information about applying for a license is included in this guide.
