**Emeritus Architect Renewal Notice**

All Alabama Emeritus Architect Registrations are scheduled to expire on December 31, 2023**.** Renewal is available now at [www.boa.alabama.gov](http://www.boa.alabama.gov). There is no renewal fee or required CE for Emeritus Architect Renewal.

**New Online License Renewal System**

We are pleased to announce the launch of our new Licensing System developed by NCARB. Therefore, you will notice a different look to the online renewal application. You now have access to a license portal where you can renew your license, set up a Point of Contact (POC), and continue to manage your license record through-out the year (i.e., update your contact information directly).

Renewal confirmation, receipt, and renewed certificate will be sent to your email address of record. You will need this email address to login. If you do not know your email on file at BOA, please send an email to [licensing@boa.alabama.gov](mailto:licensing@boa.alabama.gov). (HINT: The email address you received this notice at is your email address of record at BOA.)

Set up your licensing portal and renew your Emeritus Architect Registration [here](https://licensing.boa.alabama.gov/landing)

For the first-time in the new licensing system, you will need to create your new login for access to your licensing portal (prior passwords will not apply). As part of this initial login process, you will be sent a verification email from the licensing system (there could be a time delay if a high volume of requests are received at once). Once your new login is set up, you will not have to repeat these steps. Simply keep track of your login information to access your licensing portal anytime.

**Questions?**

If after reviewing this information, you have any follow up questions, or if you do not wish to renew your Emeritus Architect Registration, please contact the BOA office at [licensing@boa.alabama.gov](mailto:licensing@boa.alabama.gov). Thank you.