

FEDERAL PROFESSIONAL QUALIFICATIONS  
DOCUMENTATION FOR ARCHITECTURAL HISTORY

Name: \_\_\_\_\_

Organization: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Website: \_\_\_\_\_ Email: \_\_\_\_\_

Telephone: \_\_\_\_\_ Fax: \_\_\_\_\_

I would like to be included on the Ohio Historic Preservation Office list of qualified contractors.

I would like my qualifications to be reviewed, and status determined, but I do not wish to be included on the contractors list.

The following information is requested to document professional qualifications meeting or exceeding the requirements of the federal government, as stated in "Archaeology and Historic Preservation: Secretary of the Interior's Standards and Guidelines," *Federal Register*, Vol. 48, No. 190-September 29, 1983, Pt. IV.

The minimum professional qualifications in architecture history are a graduate degree in architecture history, art history, historic preservation, or a closely related field, with coursework in American architectural history; or a bachelor's degree in architectural history, art history, historic preservation, or a closely related field, plus one of the following:

1. At least two years of full-time professional experience in research, writing or teaching in American architectural history or restoration architecture with an academic institution, historical organization or agency, museum or other professional institution; or
2. Substantial contributions through research and publications to the body of scholarly knowledge in the field of architectural history.

A. List all graduate degrees in architectural history, art history, or historic preservation. Include degree, year, institution and field of specialization. Briefly explain the relevance of your graduate training (If not in architectural history) to the study of architectural history. Include coursework in American architectural history.

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B. List any graduate degrees in fields closely related to architectural history. Briefly explain the relevance of your graduate training to the study of architectural history.

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C. List any bachelor's degree in architectural history, art history, historic preservation, or a closely related field. Include degree, field, year, and institution. For any degree in a field other than architectural history, briefly discuss the relevance of your undergraduate training to the study of architectural history.

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D. Those without a graduate degree in architectural history, art history, historic preservation, or closely related field must demonstrate at least two years of full-time experience in architectural history or substantial contributions to scholarly research and publication in history.

1. List your experience in architectural history or restoration architecture, including employer, date employed, title, nature of work, and length of experience converted to full-time months. Acceptable experience includes, but is not limited to research, writing, teaching, within an academic institution, historical organization or agency, museum, or other professional institution.

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2. List scholarly research, publications, and reports in the field of American architectural history. If research listed here has not resulted in a report or publication, describe the use to which the results were applied. Attach separate sheet, if necessary.

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ALL APPLICANTS

- A. Attach a statement with any other information or explanations that you would like to have considered.
- B. Attach a current resume to this **completed** form.
- C. The information submitted on this form and with the attachments to this form are accurate to the best of my knowledge.

Name: \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

**Additional copies of this form are available from the Ohio Historic Preservation Office or on-line at our website: [www.ohiohistory.org/resource/histpres](http://www.ohiohistory.org/resource/histpres). Click on Services for Professionals, then click on "How to Qualify for the Consultants List."**

Submission:

- 1. Submit your documentation and the \$60 annual subscription fee to the Ohio Historic Preservation Office, Ohio Historical Society, 567 East Hudson Street, Columbus, Ohio 43211-1030. Subscription to the Consultants List is on a state fiscal year basis, July-June.
- 2. The Ohio Historic Preservation Office will review your documentation and provide you with our opinion as to whether your qualifications meet the standards established by the National Park Service.
- 3. If your qualifications meet the standards, the fee will be processed. If we find that you do not meet the standards, your fee will be returned with an explanation as to why your qualifications do not meet the standards.

4. Method of Payment:

Check enclosed payable to "Ohio Historical Society"

Purchase Order Number: \_\_\_\_\_

Visa     American Express     Master Card     Discover

Card Number: \_\_\_\_\_ CID# \_\_\_\_\_

Expiration Date: \_\_\_\_\_

Name on Card: \_\_\_\_\_

Cardholder Signature: \_\_\_\_\_

- 5. Contact the Ohio Historic Preservation Office with questions at the address above, by calling (614) 298-2000, or by E-mail: [ohpo@ohiohistory.org](mailto:ohpo@ohiohistory.org).