

## STANDARDS AND CONDITIONS OF INTERN MEMBERSHIP

### Maintaining Your Intern Membership in Good Standing

Now that you are an IDNB Intern member, there are several membership requirements that you must meet annually and on an ongoing basis in order to maintain your membership in good standing. These requirements establish confidence in the public and the industry that IDNB members meet higher standards than non-members in New-Brunswick.

### Intern Member Requirements

- Adhere to IDNB's code of Ethics and Standards of Practice;
- Meet the experience hours as determined by evaluation of academic credentials;
  - 3 year diploma-experience hours required 5,280 (3 years full-time)
  - Bachelor's degree-experience hours required 3,520 (2 years full-time)
- Successfully pass the NCIDQ examinations by the deadline granted to you at the time of becoming an Intern;
- Meet the professional development (PD) requirements; see the accompanying IDCEC brochure;
- Maintain adequate professional liability insurance;
- Renew Intern membership annually by December 31<sup>st</sup>;
- Participate in one of IDNB's many volunteer opportunities.

### Rights and Privileges of Intern Membership

Becoming a member of IDNB offers countless benefits and career possibilities. Because IDNB is represented nationally by Interior Designers of Canada (IDC), IDNB membership means automatic membership with IDC.

- Authorization to use the designation "Intern Member of Interior Designers of New-Brunswick", or "Intern, IDNB" after your name;
- Protection of the interior designer's right to practice through IDNB continued legislative efforts and support of the profession at various levels of government;
- Automatic membership to IDC, the national association for interior designers;
- Volunteer opportunities on IDNB committees, task forces, as well as participation in association events and seminars.

### Education Requirements

As of July 1, 2015, a four-year interior design degree has been the minimum education requirement. Individuals who have graduated with a non-CIDA accredited bachelor's degree after January 1, 2017, will be directed to apply through the ARIDO process in order to pursue a career as a Registered Interior Designer.

### **NCIDQ Requirements**

When you become an IDNB Intern member, you are provided with an NCIDQ exam eligibility date and an NCIDQ exam writing deadline date based upon assessment at the time of admission. IDNB will set an NCIDQ exam writing deadline for each Intern member; this will be based upon 5 year following the Intern eligibility date.

Once you have successfully completed all experience and examination requirements, NCIDQ will confirm completion of all three parts of exams and IDNB will initiate a `Change of Category Request` form. You will then be required to return completed form to IDNB along with any dues payable in order to transition their category from Intern to Registered member.

### **How to qualify to write NCIDQ examinations**

Taking the NCIDQ Examination requires two steps: application and registration. NCIDQ will use your application to determine your eligibility to take the NCIDQ Examination. If your application is received by the deadline date, NCIDQ will send you an e-mail within six weeks notifying you of your application status. If your application is accepted, you will receive information about how and when to register for one, two, or all three NCIDQ Examination section(s) in any combination you wish to take. If your application is not accepted, you will be notified that you are missing information or that you do not yet meet the requirements.

The NCIDQ Examination application consists of an online application form and the submission of all required supporting documents. Please review the association`s exam eligibility requirements to be sure you have completed one of the three eligibility routed before you apply. Visit [www.NCIDQ.org](http://www.NCIDQ.org) for more information.

Note: Those interns that fail to pass NCIDQ examinations by their NCIDQ deadline date may now continue as an Intern but will be subject to annual dues and PD requirement, which will equal that of an IDNB Registered Member for those members who are Intern members for more than five years.

### **Qualified Work Experience**

Intern members must earn qualified work experience in order to be eligible to take the NCIDQ examinations. All work experience needed to satisfy the eligibility requirements must be interior design-related. Work experience may be full-time or part-time. NCIDQ recommends working under the direct supervision of an ARIDNB registered interior designer, NCIDQ Certificate holder, or an architect who offers interior design services to ensure that your work experience counts as 100%. NCIDQ does not accept teaching as interior design work experience.

Please refer to the Exam and Eligibility Requirements chart provided with this Intern package for an understanding of all of ARIDNB's education routes.

### **Professional Development Reporting Cycle**

Intern Members are required to accumulate a minimum of 20 education hours within the three-year cycle. A minimum of at least 5 hours must be IDCEC-accredited Continuing Education Units (CEUs).

All current Registered, and Intern Members in good standing with IDNB start the program cycle at the same time. Members who join or change their membership status and/or category during a program cycle will have their required hours prorated and are advised of their requirement in writing by mail or email by IDNB.

Please refer to the accompanying IDNB and IDCEC 2019-2021 Professional Development Program brochure for full details on your annual PD requirements for the current cycle.

### **Benefits to IDNB Members with IDC Membership:**

- Access to IDEX Canada, the largest exposition and conference in the country for the design industry;
- Online access to job opportunities and posting resumes through IDC's Career Centre;
- Online access to Association-produced industry tools such as Building Code Application Manual, Industry and Salary Surveys and Standard Form Contracts and Request for Proposal (RFP);
- Inclusion in the annual IDC Membership Directory;
- Information on current events, news and trends through IDC's monthly e-newsletter, ID Connection;
- Networking opportunities at national and local events and social functions and continuing education seminars;
- NCIDQ practice sessions to help you prepare for the exam and achieve Registered member status;
- Variety of discounted programs, benefits and products;
- Discounted insurance rate for liability and E & O insurance policies, saving hundreds of dollars on annual premiums;

### **CONTACT US**

Please contact us at any time for inquiries or assistance at [info@aridnb.ca](mailto:info@aridnb.ca)

Sincerely,  
Interior Designers of New Brunswick (IDNB)