



वास्तुकला परिषद
Council of Architecture

(वास्तुविद् अधिनियम, 1972 के अंतर्गत भारत सरकार का एक स्वायत्त सांविधिक निकाय)
(An Autonomous Statutory Body of Government of India, under the Architects Act, 1972)

Ref. No. CA/2/2024/Renewal
September 24, 2024

TO HEADS OF ALL THE ARCHITECTURAL INSTITUTIONS IN THE COUNTRY

Subject: Issuance of New Certificate of Registration and identity Card-reg.

Dear Sir/Madam,

I would like to bring to your kind notice that the Council of Architecture has started issuing New Certificates of Registration having photograph, signature, hologram and QR Code to all the Registered Architects from the year 2022. The certificates issued prior to 2022 has to be surrendered to Council irrespective of its validity for issuance of New Certificate of Registration and Architects identity Card.

In view of the above, it is requested that all faculty members in your institution who have not obtained Certificate in New format be advised to apply for the same at the earliest.

The Procedure for applying for New Certificate is attached herewith.

Thanking you,

Yours faithfully,

R.K. Oberoi
Registrar

Encl: as above.



PROCEDURE TO OBTAIN NEW CERTIFICATE OF REGISTRATION

An Architect is required to update his/her photo, Signature and identity document having (i.e., self- signature attested passport copies OR Pan Card or any other Government ID), through online mode as soon as possible.

Procedure for applying for New Certificate & ID Card:

a. In case, you do not have user id password:

You are required to create user id account at website of the COA following the below mentioned procedure: -

- i. Click on the login button at the top right side of the website.
- ii. Click on signup
- iii. Select user type as an architect (already registered with COA)
- iv. Fill the required information
- v. You will receive an email from info-coa@gov.in containing your user id and password.
- vi. Signup using your user id and password on the login option of the website.

b. In case, you have user id & password: -

- i. Signup using your user id and password on the login option of the website.
- ii. Click on architect, choose the option "update photo & signature".
- iii. Upload photo, signature & blood group along with required document.
- iv. Click on the submit button.

After upload photo & signature, please send the previous **Original certificate of Registration**, attested copy of B.Arch. Degree along with the Digital Certificate Request form duly filled (attached) by post to COA office at following address :

REGISTRAR,
COUNCIL OF ARCHITECTURE
CORE 6A, FIRST
INDIA HABITAT CENTRE
LODHI ROAD, NEW DELHI – 110 003
PHONE : 011- 49412100