



## Application for Registration

Thank you for your interest in applying for Registration. This form is used to submit your qualification details to RPA for review.

If you click the Log In button next to where it says "Save and Return", you can create a New User Account. This will allow you to save your work and return later if you are unable to complete it in one sitting. There is also a "Save Progress" button at the bottom of this form. (Note that you are ONLY setting up a login for this specific form. This will NOT be your RPA login.)

### Save & Return

Log in

Creating an account allows you to save your work. This login is ONLY for this form.

## Section Ia: Cover Sheet

### Type of Registration

(RA = Registered Archaeologist; RPA = Registered Professional Archaeologist)

\*

- RA  
 RPA

**CAUTION: BE SURE THE CORRECT TYPE OF REGISTRATION IS DISPLAYED ABOVE.** Some of the fields in this form change based on how you answer!

First and last name entered below will be used in your certificate should you be approved. Degree will be indicated in the suffix.

Prefix

First Name \*

Last Name \*

Highest Degree Obtained \*

Email Preferred \*

Email Alternate

Phone Number - Main \*

*No time to finish? Scroll to the bottom and "Save Progress"*

## Section 1b: Mailing Address

If approved, your certificate and packet will be mailed to the address below. **RPA Headquarters is not responsible to returned materials due to change of address and applicant will be responsible for submitting a replacement request form (additional cost).** If you mailing address changes after submitting your application, contact [admin@rpanet.org](mailto:admin@rpanet.org)

Address Street 1 \*

Address Street 2

**City \*****Country \*****Zip Code \***

*No time to finish? Scroll to the bottom and "Save Progress"*

## Section IIa: Degree

**Please enter your graduation date (mm/yyyy) \***

*Note that all applicants must provide proof of Graduation Date via transcript.*

**Degree(s) \*****Field \*****Institution \*****Committee Chair \***

PLEASE NOTE: Effective January 1, 2020, applications for RA and RPA registration must be accompanied by an official transcript from an accredited institution.

**Official Transcript (.doc or .pdf - do not upload from cloud)**

No file chosen

## Section IIIa: Thesis/Dissertation

The applicant must also have designed and executed an archaeological study and have reported on that research in the form of a master's thesis, Ph.D. dissertation or report (or several smaller reports that together are) equivalent in scope and quality to a master's thesis or Ph.D. dissertation.

A purely descriptive report, however long, is not considered equivalent; this includes standard "survey" reports describing results of survey type fieldwork.

The thesis, dissertation, or report must show a substantive data analysis by the applicant directed toward an explicit archaeological research problem.

Please list the relevant thesis or dissertation below with complete bibliographic information, including title, institution, and date (in cases where exact dates are unknown, an estimate will suffice).

**Title \***

**Institution \***

**Date \***

**Please note that, while a full copy is preferred, the document may be trimmed to include only:**

- Title Page
- Abstract
- Table of Contents

- Chapter 1/Introduction
- All chapters containing or summarizing data and data analysis

Attempting to upload your full document may prevent the successful submission of your application, as this application form will not accept files that are too large.

**\*IMPORTANT\*** Upload only your thesis, report, dissertation, or other single-authored, data-driven report on your investigation of a problem of archaeological interest. Do not upload multi-authored works or descriptive, compliance-driven "CRM" reports without providing a full explanation of the problem orientation and your specific roles in the design, data collection, data-analysis, and writing of the report.

#### Thesis/Dissertation \*

No file chosen

#### CV/Resume \*

No file chosen

If your thesis/dissertation did NOT meet the research-oriented qualifications, a Section IIIb will appear that requires completion.

#### My thesis/dissertation meets the research-oriented qualifications \*

- Yes  
 No

Please CONFIRM your answer choice above - does your thesis/dissertation meet the research-oriented qualifications? \*

- Yes  
 No

*No time to finish? Scroll to the bottom and "Save Progress"*

## Section IIIb: Additional Documentation if Research-Oriented Requirements

If your thesis/dissertation does not meet Research-Oriented qualifications above, continue here by presenting information on an equivalent research-oriented report(s) below with complete bibliographic information, including date

(in cases where exact dates are unknown, an estimate will suffice) and either place of publication or institution/agency where submitted.

For additional report(s) submitted, please include the title page, table of contents, and an abstract for each.

### Additional Report #1

Report Title

Institution

Date

Upload Report

 No file chosen

### Additional Report #2

Report Title

Institution

Date

Upload Report

 No file chosen

### Additional Report #3

Report Title

Institution

**Date****Upload Report** No file chosen

## Additional Report #4

**Report Title****Institution****Date****Upload Report** No file chosen

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## Section IV: Field & Laboratory Experience

If your degree/thesis **did not** meet the qualifications above, continue here by presenting information on an equivalent research-oriented report(s) below with complete bibliographic information, including date (*in cases where exact dates are unknown, an estimate will suffice*) and either place of publication or institution/agency where submitted.

The applicant must document a minimum of one-year (52 weeks) of field and laboratory experience, gained in blocks of at least four weeks duration, distributed as stipulated in sections IV.a, IV.b, and IV.c below.

**Note:** In some instances, it may be difficult for archaeologists to fully reconstruct their field and laboratory experience. In such cases, and in others in which career-related experience may have provided comparable preparation, the applicant may list and briefly describe projects that together provide at least one year of experience in survey, excavation, and laboratory processing/analysis. This must include:

- the minimum of 16 weeks of work in the field (*of which at least eight are in excavation*)

- 16 weeks in the laboratory
- 20 weeks in a responsible supervisory capacity

Survey projects that involved testing or oversight of major projects requiring research design and responsibility for quality control are examples of experience that would satisfy the field requirement.

For each project, indicate the duration and nature of one's involvement, name the project director or supervisor, and cite any relevant publication.

*No time to finish? Scroll to the bottom and "Save Progress"*

## Section IVa: Supervised Field Experience

### Supervised Field Experience

The applicant must document 16 weeks of supervised excavation/testing and survey experience, of which no more than eight weeks can be surface survey.

The experience must have been done under the supervision of an RPA or an archaeologist who meets the requirements to be a Registered Professional Archaeologist.

### Supervised Excavation Experience

Please list experience (*for a minimum of eight weeks in four-week blocks*) including project title, supervisor (*see requirements*), dates, and duration (*in weeks*).

### Project #1

#### Project Title

#### Project Supervisor



**Dates**

**Duration**

**Project Report**

 No file chosen

**Project #2**

**Project Title**

**Project Supervisor**

**Dates**

**Duration**

**Project Report**

 No file chosen

**Total Weeks under Section IV.a**

No time to finish? Scroll to the bottom and "Save Progress"

## Section IVb: Supervised Laboratory Experience

The applicant must document 16 weeks of supervised laboratory experience. The experience must have been done under the supervision of an RPA or an archaeologist who meets the requirements to be a Registered Professional Archaeologist.

Laboratory experience is defined as:

- processing, cataloging, analyzing
- curating archaeological collections
- analyzing archaeological field records (*e.g., of architecture, features, stratigraphy, settlement patterns*)
- or archival research on primary historical documents related to an archaeological project (which is not equivalent to ordinary library research).

Please include in your list the type of lab work, name of supervisor, dates, and duration (in weeks).

### Lab Work

### Supervisor

### Dates

### Duration

**Lab Work Report**

No file chosen

**Total Weeks under Section IV.b**

*No time to finish? Scroll to the bottom and "Save Progress"*

## Section IVc: Supervisory Research Experience

The applicant must have 20 weeks experience in supervising the conduct of excavation/testing, survey, and/or laboratory work. Supervisory and supervised experience may have been gained at the same time (e.g., as a crew chief working under the supervision of a field director), but such experience cannot be counted in more than one section of this application.

Please indicate if the work is excavation, survey, or lab work. Also indicate the institution and location of the supervisory experience along with dates (*in cases where exact dates are unknown, an estimate will suffice*) and duration (*in weeks*).

**Type of Work**

**Project Title**

**Dates****Duration****Supervisory Research Report** No file chosen**Total Weeks under Section IV.c**

*No time to finish? Scroll to the bottom and "Save Progress"*

## Submit for Review

Please check your application carefully for accuracy and full completion. When you submit this form, you'll be directed immediately to our payment portal to make your payment. **Your application will NOT be reviewed until payment is received.**

Note that your fees may be deductible as an ordinary and necessary business expense, and are not deductible as a charitable contribution.

The application fee is non-refundable. If your application is not accepted for any reason, the first year's fees will be refunded on the same credit card initially used for payment.

Questions may be directed to our Business Office by phone (574-274-9346) or via email (drotman@rpanet.org).

**Agreement:**

[Click here to view RPA Code & Standards\\*](#)

I agree to abide by application requirements and to the RPA Standards of Research Performance & Code of Conduct.

Save Progress

Submit & Pay Fees