

AA Part 3 - FAQs

Course

How many times a year do you run the Part 3 Course? We run the Part 3 course twice a year.

What's the difference between the two courses? Both courses run for 10 full days 10am-5pm (please note - times might slightly vary depending on the speaker). The Spring course runs January - March (Saturdays only) and the Autumn course runs for two weeks in September (Monday-Friday).

How to I secure my place on the Part 3 Course? Register through the link on the Part 3 webpage. You will receive an email with the link to the student portal – here you will fill out a registration form, upload documents, and pay the fees. Once this is complete, your place is secure.

Can my employer pay for my fees? Yes. When prompted to pay for your fees, select the bank transfer option and when asked who's making the payment you can choose 'someone else' which will generate a link for your employer to pay.

Alternatively, if you would like an invoice. Get in touch with Part3@aaschool.ac.uk to arrange one.

Can I pay for the course in stages? Yes, the student portal allows you to pay any amount you choose, when you choose.

Is the course online or in person? We encourage candidates to attend in person but is it also available online via Teams and recorded.

What documentation do I need to submit to join the Part 3 Course?

Required: CV and copy of your passport

Additional: Visa, Parts 1 and/or 2 certificates or equivalent, any medical evidence needed to provide additional support.

On what visa type can I take the Part 3 Course and Exam?

You can register for the Part 3 Course and Exam on the following visa types:

Standard Visitor visa, Student visa, Tier 1 Global Talant visa, Tier 1 Investor, Tier 1 Other, Skilled Worker visa, Tier 5/Youth Mobility visa, Tier 5 Other, PBS Dependent, Spouse/Partner Leave to Remain/Enter, Indefinite Leave to Remain (ILR) and Indefinite Leave to Enter (ILE), BNO visa, BNO Dependant, Asylum Seeker/Refugee Status, EU Settlement Scheme (Pre-Settled or Settled visa), EU Settlement Scheme (Family Member), Turkish Businessperson visa, UK/Irish, Ukraine Scheme Leave to Remain, UK Ancestry.

We do not accept candidates on the Graduate Route visa.

If you would like to discuss this further, please email krishna.songara@aaschool.ac.uk (Senior Compliance Officer).

Can I do the course only? Yes. The course and exam are run separately. Many registered professionals sign up to refresh their knowledge through Continuous Professional Development (CPD).

Do I need to become a member? It is a requirement for all Professional Practice candidates to be members of the Architectural Association. If you are not yet a member of the AA, you are required to join as part of your course registration. Membership benefits can be found on the AA website: [Membership](#)

How much is the AA membership? Professional Practice candidates pay a reduced annual subscription of £60.00 instead of £130.00. The membership year runs from 1st August – 31st July.

Where can I collect my membership card? The Membership office will email you when your card is ready.

Do I need to purchase any publications for the Part 3 course? No, all publications are available on Teams that you will need. You will also have access to the AA Library.

Exam

When can I sit the Part 3 Exam? After attending the course, you have up to 2 years to take the Part 3 exam (anyone who attended the course prior to Spring 2026 will have 4 years).

How can I sign up for the Part 3 Exam? Through the exam registration link on the Part 3 webpage.

Can I take the Part 3 exam if I don't have Parts 1 and 2? We have relaxed our requirements so you don't need to have Parts 1 and 2, but after completing the Part 3 exam you will need to gain these before you can register with the ARB.

Can I defer if I don't feel ready to sit the exams? Yes. Speak to your tutor first and then email Part3@aaschool.ac.uk once you have formally decided to defer. You have until two weeks before Revision Day to defer without financial penalty.

What happens if I fail the exam? Paul will go through the examiners' feedback sheet with you and from here you can discuss the next steps. For any papers you have passed, you will not have to re-sit these. For example, if you passed papers 1 and 3. You will only need to re-sit paper 2 and attend the oral.

Building Contract Game

What is the Building Contract Game? The building contract game is a two-day revision workshop. The game involves teams working together to devise strategies to overcome contract issues and practical problems during project negotiations (see the Part 3 Programme Guide for more detail).

Do I need to attend the Building Contract Game? We do highly recommend joining the building contract game, but it is optional.

When is the best time to sign up for the Building Contract Game? Most of our candidates will attend the building contract game within the same session as the exam.

How do I sign up for the Building Contract Game? You can sign up and pay at the same time as the exam (on the exam registration form). If you decide to sign up later, email Part3@aschool.ac.uk.

What do I need for the Building Contract Game? All you need is one laptop per team. We organise the teams into groups of 3-4 people depending on numbers.

Does the Building Contract Game go ahead in person or online? We run the Building Contract Game in person.

PEDRs

How do I complete my PEDRs? All advice and FAQs relating to filling out your PEDRs can be found on the RIBA website.

<https://www.architecture.com/education-cpd-and-careers/studying-architecture/RIBA-PEDR>

How do I submit my PEDRs to my tutor? Through the PEDR recording system on the RIBA website.

How many PEDRs can my tutor sign? You can submit as many PEDRs as you need to cover the 24 months experience required. Typically, your tutor will sign the 4 most recent and anything prior to that will be signed by Paul as the PSA (Professional Studies Advisor): Paul.Crosby@aaschool.ac.uk

Can I submit PEDRs to the PSA that date from before I joined the Part 3? Any PEDRs dated from before you registered for the Part 3 course would be considered 'historical' and can be signed by the PSA for an additional fee.

£75 per 3-month historical PEDR. Maximum fee of £300 for multiple historical PEDRs.

I did my Parts 1 and/or 2 at the AA; do I still have to pay for historical PEDRs? If you have studied with the AA previously and paid a Year Out/Placement fee, then you will not have to pay any additional PEDR fee.

How do I pay for my historical PEDRs? We will calculate the fee that applies to you and upload that to your account. You can then pay through the student portal.

When do I have to pay for my historical PEDRs? Ideally, as soon as possible, however, the deadline to pay is the date of your oral exam. We will hold your pass letter until if you have any outstanding fees.