

Logging in to the ARBV Portal

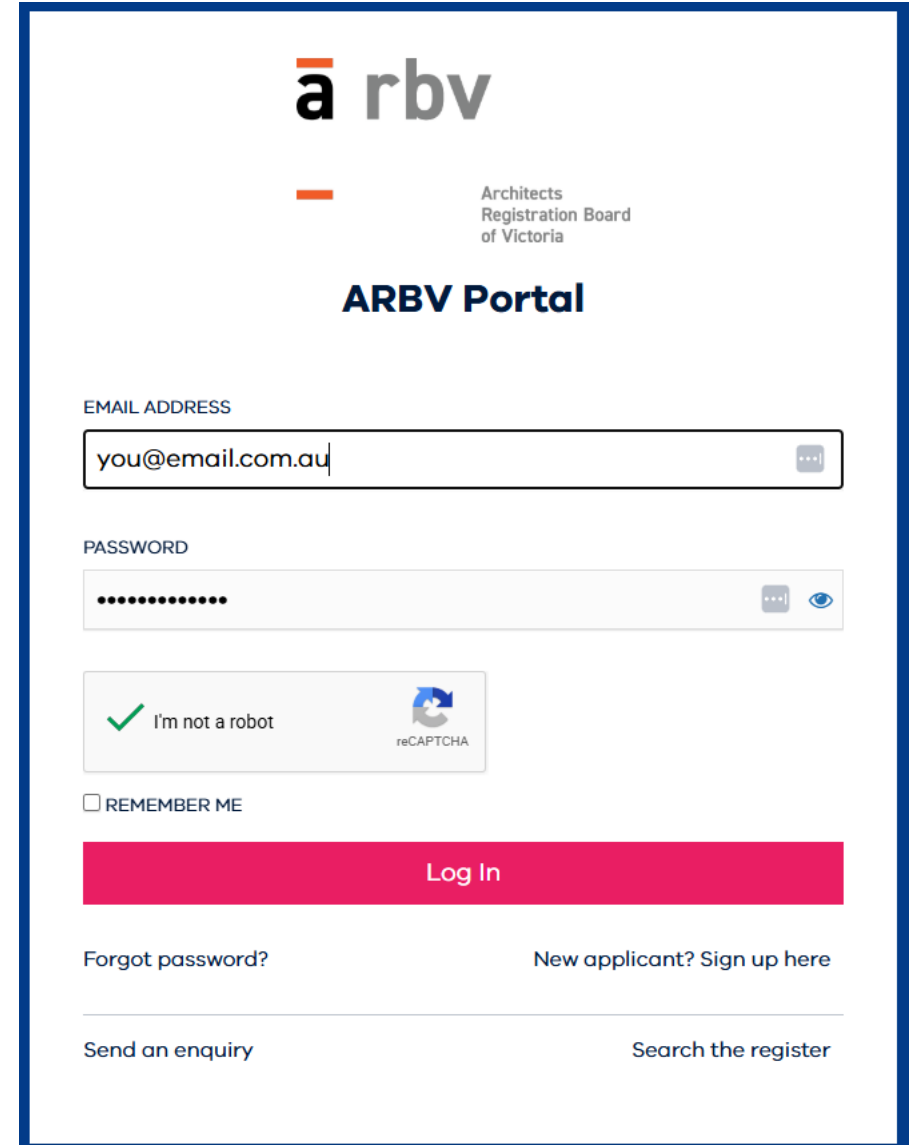
Go to <https://portal.arbv.vic.gov.au/>

Enter your email address and password*.

Check the “**I’m not a robot**” box and perform any image verifications required.

When there is a green tick in the “I’m not a robot” box, click on the red **Log In** button.

**If you are having issues with your password, please click ‘Forgot password?’ to reset it.*



The screenshot shows the ARBV Portal login interface. At the top, the logo for the Architects Registration Board of Victoria (ARBV) is displayed, consisting of a stylized 'a' and 'rbv' followed by the full name. Below the logo, the text 'ARBV Portal' is centered. The login form includes an 'EMAIL ADDRESS' field with the placeholder 'you@email.com.au', a 'PASSWORD' field with masked characters, and a reCAPTCHA 'I'm not a robot' checkbox which is checked with a green tick. A 'REMEMBER ME' checkbox is also present. A prominent red 'Log In' button is located below the form. At the bottom, there are links for 'Forgot password?', 'New applicant? Sign up here', 'Send an enquiry', and 'Search the register'.


You will then need to complete the Two-Factor authentication step.

An authentication code will be sent to the email address associated with the profile you are logging in to.

Enter the code into the field and click **Log In**

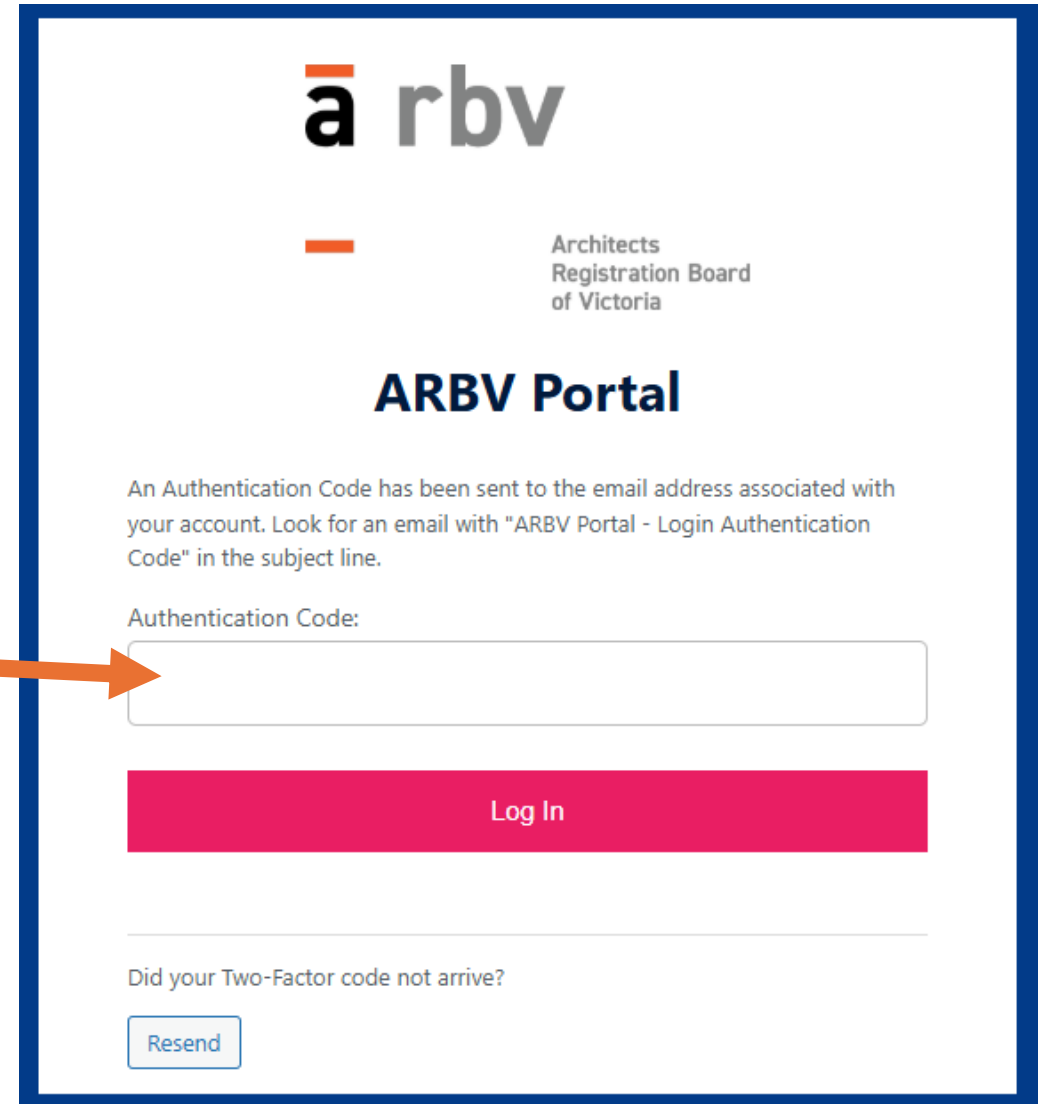
Please use the Login Authentication Code below to sign in

63820313



If you receive an error message, try typing the numbers into the field (instead of pasting it).

*Note that the code may take a few minutes to arrive in your inbox. If you do not receive the code, please check your junk email inbox before clicking 'Resend'. **Please do not click the 'Resend' button multiple times.***



ā rbv

Architects
Registration Board
of Victoria

ARBV Portal

An Authentication Code has been sent to the email address associated with your account. Look for an email with "ARBV Portal - Login Authentication Code" in the subject line.

Authentication Code:

Log In

Did your Two-Factor code not arrive?

Resend

Password reset instructions

You will need to reset your password if you have forgotten your password (or if the one remembered by your browser isn't working).

At the login screen, click on '**Forgot password?**' underneath the Log In button. You will be taken to a page that looks like the one pictured.

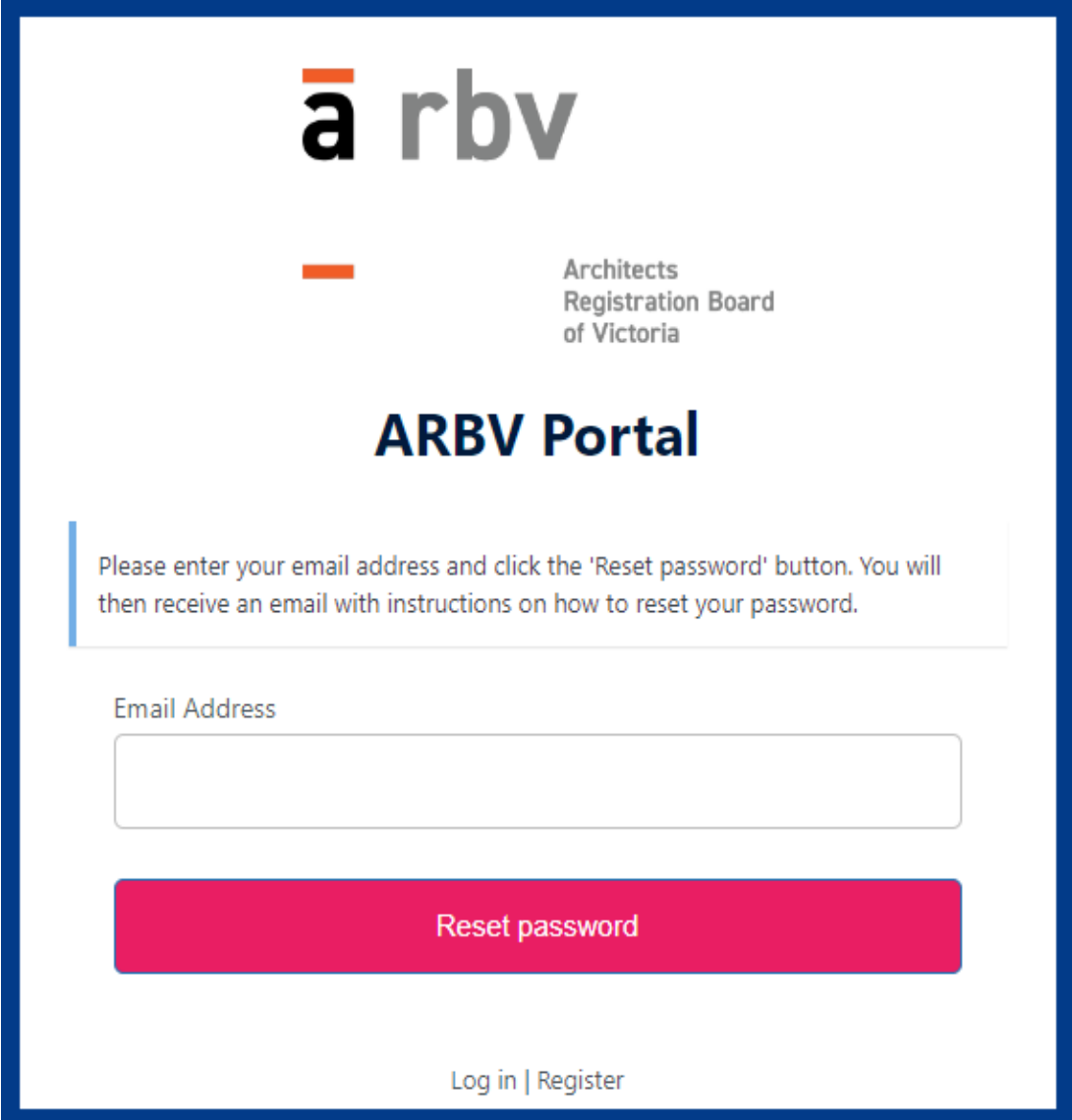
Enter the email address associated with your ARBV profile and then click on the **Reset password** button.

You will then be sent an email with a link to reset your password.

Note:

Please be patient. The email may take up to 30 minutes to arrive during the renewal period. Please ensure that the email has not been sent to your junk folder.

Clicking the button too many times **will lock you out** of your profile. You will need to **call the ARBV if you are locked out** due to too many attempts.



The screenshot shows the ARBV Portal password reset page. At the top, the ARBV logo is displayed, consisting of a stylized 'a' with a horizontal bar above it, followed by 'rbv'. Below the logo, the text 'Architects Registration Board of Victoria' is visible. The main heading is 'ARBV Portal'. A blue-bordered box contains the following text: 'Please enter your email address and click the 'Reset password' button. You will then receive an email with instructions on how to reset your password.' Below this is an input field labeled 'Email Address'. At the bottom of the form is a large pink button labeled 'Reset password'. At the very bottom of the page, there are links for 'Log in | Register'.

You should see the following screen once you have logged into your profile.

Click on the 'Renewal' button

The screenshot displays the Archy Tect dashboard interface. At the top, there is a dark blue header with the 'a rbv' logo on the left, a hamburger menu icon in the center, and the text 'Archy Tect' with a dropdown arrow on the right. A left-hand navigation sidebar contains several menu items: 'Dashboard' (with a globe icon), 'All Applications' (with a list icon), 'Invoices' (with a shopping cart icon), 'Associated Companies/Partnership' (with a checkmark icon), 'Renewal Options' (with a checkmark icon), 'Financial Statements' (with a list icon), 'Search for Registrant' (with a magnifying glass icon), and 'Employment and PII Information' (with a pencil icon). The main content area is titled 'Dashboard' and features a grid of seven colored buttons: 'All Applications' (dark red), 'Invoices' (teal), 'Send an Enquiry' (orange), 'Non-Practising to Practising' (dark blue), 'Renewal' (green, circled in black), 'Complaint' (light blue), and 'Registration Certificate' (red). The 'Renewal' button is the focus of the instruction.

Personal Information

Next you will be asked to review your personal information.

You can update any of these details on this page.

Click the blue 'Next' button to proceed to the next page.

1 Personal Information 2 Declaration

Name *

First	Middle	Last
Archy		Tect

Preferred name

Gender

Female

Male

Unspecified/X

What is your country of birth?

Australia

Country

Mailing address *

Street Address

10/533 Little Lonsdale Street

Address Line 2

City

Melbourne

Select State

VIC

ZIP / Postal Code

3000

Country

Australia

Contact number * 📞

+61 394 174 444

Next

Declarations

Select the relevant options regarding your intent to remain Non-Practising.

1 Personal Information	2 Declaration
	<p>Intention to Remain Non-Practising * <input type="radio"/> Yes</p> <p><input type="radio"/> No</p>
	<p>I Declare:</p>
	<p>1. I will not carry out work as an architect when registered in the Non-Practising class. * <input type="radio"/> Yes</p> <p><input type="radio"/> No</p>
	<p>2. If my intention changes and I intend to carry out out work as an architect, I will apply to return to the Practising class and will not carry out work as an architect until I am registered as a Practising architect. * <input type="radio"/> Yes</p> <p><input type="radio"/> No</p>

Fit and Proper Person Declaration

Select the relevant options for each question.

If you answer 'Yes' to any of the questions, you will be required to provide additional information and relevant documentation.

Fit and Proper Person Declaration

In the last 10 years, have you:

1. Been convicted or found guilty of an offence involving fraud, dishonesty, drug trafficking or violence? * Yes No
2. Been convicted or found guilty of an offence as an architect, relating to your practice of architecture and/or provision of architectural services? * Yes No
3. Had any registration, licence, approval or other authorisation as an architect suspended or cancelled (except where you chose not to renew the registration, licence, approval or other authorisation)? * Yes No

4. Failed to comply with a court order or an order made by VCAT under the following: * Yes No

- a. Architects Act 1991 or its Regulations
- b. Building Act 1993 or its Regulations
- c. Domestic Building Contracts Act 1995 or its Regulations

5. Had any disciplinary action taken against you under the Building Act 1993? * Yes No

6. Been an insolvent under administration (i.e. have you been or are you a bankrupt)? * Yes No

I declare I am a fit and proper person to be registered to practise as an architect having regard to the matters set out above. * Yes No

"If you have answered YES to any of the above questions, you should respond NO to this question."

Click 'Submit' once you have filled in all the required fields.

Previous

Submit



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If you need any further assistance or you are experiencing technical difficulties, please contact us using the details below.



03 9417 4444



registrar@arbv.vic.gov.au