



State Historic Preservation Office

Oregon Qualified Archaeologist (OQA) Application

Instructions: Check the boxes affirming you understand the statement or task before proceeding

I have downloaded and saved the most recent application .pdf to my computer.

I have read the instructions provided on the website for filling out this document.

I understand when I submit my application I need to attach a copy of my resume/CV in addition to any other supporting materials.

I understand that if I hover my cursor over the fillable .pdf fields below, I will be provided with example text for each Criterion.

I understand that the OQA application is to be able to hold excavation and collection permits only.

I understand the approval or denial of an application is based on requirements in Oregon statute, and not based on SHPO policy or opinion.

I am aware that OQA is not the same as the Secretary of the Interior Standards, or any other state or federal requirements.

For a degree to specialize in archaeology, I understand that reviewers will be checking for courses focused on analyses, method and theory, regional archaeological overviews in addition to complimentary subjects (statistics, geology, history, laws, etc.).

I understand that some cultural resource management, environmental resource management, and resource management degrees may or may not involve a specialization in archaeology depending on coursework, faculty, and committee members.

I understand that some on-line foreign degrees may not involve a specialization in archaeology depending on coursework, faculty, and committee members.

I understand that the OPAA application is meant to provide support to the state that my education, experience, and ability to produce a professional publishable quality document justifies my ability to lead any type of archaeological excavation in the state of Oregon.

I understand that not previously knowing or understanding the Oregon statute before or after I received my degree does not change whether or not I will be approved.

I understand that the statute and requirements were championed by Oregon tribes, who have review authority over permits (along with other organizations), and that the ability to hold a permit is an important responsibility.

I understand that if any of the above are not checked, followed, or addressed, my application will be rejected.

I understand that if I do not fill out the boxes below as described in the example text (e.g., do not use statements such as "see resume"), my application will be rejected.

Criterion 1: Education

According to ORS 390.235 an applicant must possess "a post-graduate degree in archaeology, anthropology, history, classics or other germane discipline **with a specialization in archaeology**, or a documented equivalency of such a degree." These terms are defined under OAR 736-051-0070(23)(a).

In Table 1, include one awarded post graduate degree you possess that specializes in the discipline of archaeology, the university from which it was obtained, and the year the degree was awarded. In Box 1 provide a statement of support and justification that the degree specializes in archaeology. Please do not provide a discussion of your thesis in this section, as that information is requested in Box 4.

Table 1 - Post Graduate Degree Specializing in Archaeology

University	Degree (e.g., Master of Arts in Archaeology)	Year
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Box 1 – Supporting Statement

In the box above I have provided justification (similar to the example text) supporting that my degree involved a "specialization in archaeology" from an accredited graduate program based on a combination of graduate level coursework, archaeology faculty, and archaeology committee members.

I understand that I may provide a copy of my transcripts, and if they are not included, may be requested by the review panel which can delay the approval process.

Criterion 2: Field Research

According to ORS 390.235 an applicant must have at least "twelve weeks of supervised experience in basic archaeological field research, including both survey and excavation." Under OAR 736-051-0070(23)(b), this experience must be at the professional level, and must contain a minimum of 240 hours each in survey and excavation. In Table 2, please list your supervised experience and how it meets the statute (must include experience in both survey and excavation). "See attached resume" will not be accepted. Include 240 hours of both survey and excavation experience. Listing experience beyond 480 hours is not necessary.

Table 2 - Documentation of Twelve Weeks (480 Hours) of Supervised Field Experience

Date Range	Total Hours	Supervisor	Company/Institution	Type of Experience (Survey or Excavation)
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Criterion 3: Laboratory Analysis or Curating

According to ORS 390.235 a qualified archaeologist has at least "... four weeks of laboratory analysis or curating." In Table 3, please list your supervised experience. "See attached resume" will not be accepted. Listing experience beyond 160 hours is not necessary.

Date Range	Total Hours	Supervisor	Lab/Institution
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For Criteria 2 and 3 I understand that date ranges should not overlap between fieldwork and lab work, the total hours only need to match the required number in statute, and that I must include a Supervisor and Lab/Institution.

Criterion 4: Archaeological Study

According to ORS 390.235 an OQA "...has designed and executed an archaeological study, as evidenced by a Master of Arts or Master of Science thesis, or report equivalent in scope and quality, **dealing with archaeological field research.**" Under OAR 736-051-0070(23)(c)(B)(i), archaeological field research is defined as "hands-on analysis of a professionally excavated archaeological collection or a portion of a collection from data recovery or test excavations in an archaeological site, prior to or after curation at an Oregon state designated curatorial facility, alternate curatorial facility, federally approved facility, or foreign institution".

Field research may include, but is not limited to: analysis of a collection recovered from a formal archaeological excavation, underwater archaeological excavation, mitigation data recovery, geoarchaeological, lithic, or faunal analysis associated with a formal excavation, etc.

Oregon SHPO recognizes the importance of all graduate and professional level research. However, to be consistent with Oregon statute, only theses/dissertations or reports equivalent in scope and quality that relate to fieldwork, and that meet the requirements of a post-graduate study can be accepted. Such documents provide justification that the applicant has proven they can comply with the terms and conditions of a State of Oregon Archaeological Excavation Permit, which only "qualified archaeologists" are able to obtain.

- **Thesis/Dissertation**

If submitting a thesis/dissertation, attach a copy of the title page and abstract with your application. If necessary to support a relationship to archaeological field research, feel free to submit the entire document, or a link to the entire document.

- **Report Equivalent in Scope and Quality to a Master's Thesis**

Attach a copy of your report with your application. **You must be the sole author of the report, meaning you must be able to demonstrate that you designed and executed the archaeological study. A field research report must be equivalent in scope and quality to a thesis/dissertation.**

As defined under OAR 736-051-0070(23)(A), a "Master's thesis or report equivalent in scope and quality" may include a PhD dissertation, peer reviewed publication, or report, where the document:

(i) Presents a major piece of research in preparation for the demands of professional research and writing; (ii) Sets out a problem, clearly follows the theme or themes involved, includes review of relevant literature, and shows an ability to synthesize material in a way that brings it to bear on the chosen problem; (iii) Involves a proposal that is reviewed by faculty and provides context to the research, why the topic is important, how the project will address the topic and the methods and materials required to conduct the project; (iv) Explains how the work addresses archaeological theory, laboratory analysis, archival research, fieldwork, description of materials analyzed, and quantitative methods; (v) Demonstrates the ability of the author to analyze and manipulate archaeological data to address the stated research questions; and (vi) Must be in a finished and polished format of sufficient caliber that it is ready to submit to a professional publication.

Check the appropriate box below as it relates to your submission (only check one box). In **Box 2**, briefly describe how your thesis/dissertation applied to archaeological research or briefly describe the problem or objective of your report, methods used to collect data, types of analyses conducted and results. Hover cursor over Box 2 for a written example.

Thesis/Dissertation. *Please submit your thesis title page and abstract with your application. If necessary, you may also attach the full document.*

Report. *Please submit your full report with your application.*

Box 2 - Explanation of Research

In the box on the previous page above, I provided a statement supporting how my thesis/report applied to archaeological field research.

Since the intent and purpose of the statute is to define the credentials and experience needed to satisfy an excavation or collection permit in Oregon, I understand that the reference to "archaeological field research" for a thesis or report equivalent in scope and quality is intended to mean a direct connection to a professional archaeological excavation, or analysis of a collection or objects from an excavation, or analysis of an archaeological feature.

I understand that if my application is denied, it is based on not meeting the requirements of the statute, and that Oregon SHPO does not have statutory authority to make exceptions.

I understand that intentionally providing any false or misleading information will terminate my ability to become approved.

I understand that if I submitted a report equivalent in scope and quality to a Thesis, it may be sent out for review to Oregon universities with archaeology programs to ascertain if it is in fact equal to a Master's Thesis.

I understand that certain types of reports that have previously gone out for review to archaeology faculty, resulting that they are not equivalent in scope and quality to a thesis, will be rejected by reviewers as not meeting the intent of the statute. Examples include presence/absence testing, ethnographic overviews, interviews with archaeologists, and pedestrian survey reports

I understand that I must be the sole author of my thesis or any document submitted as equivalent in scope and quality.

To the best of my knowledge, the information provided and attached documents contain an accurate account of my education and experience. I realize that any false or misleading statements included or attached to this application have the potential to affect any future attempts to apply for approval as an Oregon Qualified Archaeologist or to access SHPO records.

Signature:

OARRA Account

A lifetime Oregon Archaeological Records Remote Access (OARRA) is available to archaeologists who meet the criteria of OQA. If you would like to receive an OARRA account upon approval of your OQA application, check the box and sign below.

I understand that sharing this account or disseminating confidential information will result in the immediate termination of my account. *Please check box.*

Signature: