Entry-to-Practice Requirements for Five Professions in Five Canadian Provinces

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Ce document est également disponible en français.

© Queen's Printer for Ontario, 2010
ISBN 978-1-4435-3317-1 (PDF)

The Office of the Fairness Commissioner is an arm's-length agency of the Ontario government, established under the Fair Access to Regulated Professions Act, 2006. Its mandate is to ensure that certain regulated professions have registration practices that are transparent, objective, impartial and fair.
1. Introduction

The Office of the Fairness Commissioner (OFC) in Ontario has studied the entry-to-practice requirements for regulated professions in other Canadian jurisdictions. This research allows the OFC to understand how the requirements in Ontario compare with those outside the province and informs its mandate of assessing the registration practices of Ontario’s regulatory bodies to ensure they are transparent, objective, impartial and fair.

The OFC looked at entry-to-practice requirements for teachers, nurses, engineers, lawyers, and physicians and
surgeons in British Columbia, Alberta, Saskatchewan, Manitoba and Quebec. These regulated professions were the five largest by number of members in Ontario in 2008, and the provinces are the five largest in Canada by population, outside of Ontario. This study reports requirements that relate to both internationally trained and domestically trained applicants.

The study examines the following categories of entry-to-practice requirements:

- Requirements for Full Registration or Permanent Certification
- Documentation Required
- Credentials Assessment (Third Party and/or Internal)
- Academic/Program Requirements
- Work or Practice Experience Requirements
- Examinations
- Language Requirements
- Fees Associated with the Licensing Process
- Third Parties Involved in the Licensing Process
- Typical Length of the Licensing Process
- Internal Review/Appeal Process

The categories examined correspond to those studied in the OFC's 2007 Studies of Registration Practices of regulated professions in Ontario. This study focuses only on the requirements for full or permanent registration. The other classes of licence offered by the regulatory bodies are too numerous and vary too greatly among the jurisdictions to be covered here.

The information reported here was gathered primarily from the regulatory bodies' websites and was supplemented by other provincial online resources and by inquiries to the regulatory bodies directly. The information was circulated to each regulatory body for verification of completeness and accuracy. All information, unless otherwise marked, has been validated by the regulatory body in question and is accurate as of January 2010. For the most up-to-date information, check the regulatory bodies' websites.

The study includes a table for each profession, which allows for easy comparison of the entry-to-practice requirements between Ontario and the other five provinces. A summary of findings appears below.

This research provides a comparative context for registration requirements in Ontario and it will inform the OFC's expectations of Ontario regulatory bodies. Such comprehensive information on entry-to-practice requirements for these five professions is not available elsewhere.

This research also provides a snapshot of registration requirements as they stand on the eve of the implementation of the Agreement on Internal Trade (AIT) and provides a good baseline against which to measure the effects of the AIT. The revised agreement was signed in January 2009 by all first ministers and is at different stages of implementation in the various jurisdictions across Canada. According to the agreement, persons who have an unrestricted licence to practise in a given Canadian jurisdiction are eligible for a licence in any other Canadian jurisdiction without undergoing another assessment and without having to meet any additional requirements. This means that, despite any differences in requirements between jurisdictions, licensees are entitled to full labour mobility unless exceptions have been approved.

Regulatory bodies have been holding discussions to determine how best to respond to their obligations under the AIT and have speculated that the AIT may result in the eventual harmonization of requirements across the country. The OFC will continue to monitor developments and to work with regulatory bodies in Ontario to ensure that any changes proposed adhere to the principles of transparency, objectivity, impartiality and fairness and do not result in a greater burden on applicants in the province.
2. SUMMARY OF FINDINGS

Overall, the basic entry-to-practice requirements for British Columbia, Alberta, Saskatchewan, Manitoba and Quebec vary little within each profession. The education, work/practice experience, examinations and language competency required are often substantially similar. The important differences are highlighted below.

The manner in which the requirements for entry to practice are described is often very diverse among regulators in the same profession, making it difficult to understand the differences and similarities in requirements. There is also enormous variation in the clarity and completeness of the information on different regulators’ websites. As a result, potential applicants attempting to determine the requirements for entry to practice from province to province may experience great confusion.

The registration processes in Quebec are the most distinct. The length of postsecondary education required is usually shorter than in the other provinces. Three out of the five professions studied require applicants to undertake some sort of training program for orientation to the practice of the profession in Quebec, and where other provinces use national examinations Quebec has developed its own. There is also a standardized French-language examination that all applicants for registration must pass, regardless of the profession. The only exception is for teachers who will be teaching in the English language.

When the regulatory bodies for the professions surveyed were asked to provide an indication of the typical length of the registration process for their applicants, the responses varied considerably. Some declined to provide a specific response, stating that the process depends entirely on the individual applicant. In many instances, the length of time is longer for international graduates than for graduates from Canada or the United States. Regulators cite the time required for credentials assessment and for receiving the required documentation as the main factors that prolong the process for the internationally trained. It is also difficult to compare the lengths of the registration processes for the various regulatory bodies of a given profession because they use different starting points. Some start the count only after all the documentation has been received, credentials assessment is complete, and the applicant has finished any remedial education or training that was necessary to meet the requirements. Others calculate the length from the initiation of an application, and still others, as in the case of engineers in Quebec, from the initiation of the program of required professional experience.

Compared with the other provinces surveyed, Ontario has more or less onerous requirements, depending on the profession.

For teaching, Ontario has some of the least stringent requirements for teacher education for permanent certification.

For registered nursing, Ontario’s requirements are no more onerous than those of other provinces. Before the implementation of the Agreement on Internal Trade, the College of Nurses of Ontario was requiring applicants who graduated after 2005 without a four-year baccalaureate degree to complete additional education before they could be issued a full licence. This is no longer the case.

Applicants to the professional engineering designation in Ontario do not have to meet any more burdensome requirements than in the other provinces surveyed. In fact, Ontario is the only province that does not have a language requirement. Like Alberta and British Columbia, however, Ontario demands Canadian citizenship or permanent residency for full registration.

For lawyers, Ontario stands out by offering the possibility of exemption for internationally trained applicants from the entire articling term if they have sufficient professional experience. This exemption was introduced in 2008. Unlike many of the other provinces, however, it does not offer exemption from the bar admission course.

Applicants to the profession of physician or surgeon in Ontario have to meet similar requirements to those of the other provinces studied.

Information is accurate as of January 2010. Check the regulatory bodies’ websites for the most up-to-date information.

Teachers

All the provincial regulatory bodies surveyed require the completion of a postsecondary degree and a teacher education program that includes student teaching experience. There are some interesting differences, however.
The amount of required teacher-specific education varies: Ontario requires only one year of teacher education; British Columbia, Alberta and Saskatchewan require 1.6 years; and Manitoba requires two. Quebec requires three years for those intending to teach preschool and at the elementary level, but only one for those intending to teach at the secondary level. British Columbia, Manitoba and Saskatchewan will issue a provisional licence to applicants who have only one year of teacher education, allowing them to work while they complete the additional education.

In Alberta, all applicants must first apply for a provisional certificate. They can obtain a permanent certificate only after they have taught in the province for two years. Quebec, Saskatchewan and Ontario require only applicants educated outside the province to teach within the province for a period of time before upgrading from a provisional, conditional or interim certificate to a permanent certificate. In Quebec, that period is four or five months; in Ontario and Saskatchewan, it is one year. At the time of publication of this study, however, Ontario was working to remove that requirement for both Canadian-trained and internationally trained applicants, and Saskatchewan was planning to remove it for Canadian-trained applicants.

Beyond basic teacher education, both British Columbia and Quebec require applicants to demonstrate familiarity with the education system in the province. In British Columbia, internationally educated applicants may have to complete a Professional Qualification Program, which can greatly extend the length of time it takes to start working in the field. It is mandatory in Quebec for all applicants educated outside the province to complete an additional brief program.

Currently, Manitoba and Saskatchewan are the only provinces that do not require applicants to demonstrate language competency. At the time of the publication of this study, however, the regulatory body for teachers in Saskatchewan was working on developing a language requirement.

Alberta, Manitoba and Quebec require Canadian citizenship or permanent residency for full certification; the other three provinces do not.

Nurses

The basic requirements for registered nurses are the same in all six provinces surveyed: applicants must have graduated from a recognized nursing program, must pass a professional examination and must demonstrate language competency, and the ability to practise, either by having graduated in the past four or five years or by having practised a given number of hours during that time. This ability to practise is referred to variously as competency, currency of practice, safe practice or fitness to practise. In Quebec, the number of required hours is 500; it is 1,125 everywhere else. All the provinces also require registration in good standing where the applicant previously practised.

British Columbia and Alberta have an additional requirement for internationally trained nurses: they must first apply for a provisional licence and complete 250 or 225 hours of practice in the province before they are eligible for full registration. In Quebec, there is an additional requirement, but it applies to all applicants who completed their nursing education outside the province, not only to internationally trained nurses: they must complete a Professional Integration Program that may last from a few weeks to a few months, depending on the applicant's profile.

Engineers

The requirements for engineers are almost entirely uniform from province to province. A bachelor's degree in engineering is required everywhere, as is pass standing on a professional examination. Outside of Quebec, this is the Professional Practice Examination (PPE). Quebec has its own exam, which mirrors the PPE. Demonstration of language competency is a requirement everywhere except Ontario.

All provinces surveyed except Quebec require four years of engineering experience; Quebec requires only three. For all six, however, one of those years of experience must be completed in Canada, to allow the applicant to demonstrate a good knowledge of local engineering laws, practices, standards, customs, codes, conditions and climates. This Canadian experience requirement is one of the most frequently cited obstacles to licensing for the internationally trained. British Columbia, Saskatchewan, Quebec and Ontario may accept experience obtained outside Canada if it allowed the applicant to gain the required knowledge of the Canadian situation. Such knowledge could be gained, for example, by working for a company that uses Canadian standards.

Four provinces, but not Saskatchewan and Quebec, will issue a provisional licence to internationally trained applicants who have met all the requirements aside from Canadian experience.

Given that the requirements are so similar across the provinces, it is surprising that Ontario, British Columbia and Alberta require Canadian citizenship or permanent residency for licensing when Saskatchewan, Manitoba and Quebec
do not. Where citizenship or residency is required, the licensing process can be delayed while applicants wait for their immigration paperwork to be processed.

Good character is a requirement for professional engineers in five jurisdictions, but not in Quebec.

**Lawyers**

For lawyers, the requirements in the six provinces surveyed are essentially the same: a law degree, completion of a bar admission course and a professional internship known as the articling term. Good character is a requirement everywhere, as well. None of the regulatory bodies requires a formal assessment of language competency.

While the rest of Canada follows the common-law system, Quebec follows the civil-law system, and therefore applicants to the bar in that province must have a civil-law degree.

The length of the articling term varies from six months in Quebec to between nine and 12 months elsewhere. Internationally trained applicants to the bars of Ontario, Alberta and Quebec can be exempted from this requirement, however, if they have sufficient professional experience. British Columbia and Manitoba offer reductions for up to half of the articling term if applicants demonstrate equivalent experience.

While the subject matter is consistent across provinces, the length and format of the bar admission course vary, depending chiefly on whether the course must be undertaken concurrently with the articling term or not. The course runs for four weeks in Quebec and 10 in British Columbia, while elsewhere it runs the length of the articling term. In Ontario, British Columbia and Quebec, applicants must pass formal examinations; in the other provinces, the evaluations are staggered and embedded in the bar admission course. All the provinces except Ontario and Saskatchewan offer exemptions for portions of the bar admission course.

**Physicians & Surgeons**

For physicians and surgeons, the requirements are quite standard in the six provinces. They include a medical degree from an accredited medical school, the Licentiate of the Medical Council of Canada (LMCC) and the completion of a set period of postgraduate training, also referred to as a residency. This is a period of two years for those applying to family practice and four to five years for those applying to a specialty practice, depending on the specialty. This latter period differs only in Quebec, where five to six years is required.

For family practice, certification by the College of Family Physicians of Canada (CFPC) is required in Ontario, British Columbia and Alberta. Obtaining certification entails passing an examination after completing the two-year residency. In Saskatchewan and Manitoba, passing the exam for CFPC certification is not required. Quebec has its own examination that applicants must pass.

For specialty practice, certification by the Royal College of Physicians and Surgeons of Canada (RCPSC) is required everywhere except Manitoba and Quebec. RCPSC certification also entails passing an examination after completing the four- or five-year residency. Manitoba requires only the residency and Quebec has its own examination.

Ontario and British Columbia require Canadian citizenship or permanent residency for full registration. Saskatchewan and Manitoba require applicants to undergo a successful interview with the provincial college.
### 3. TEACHERS

#### Comparison

This table is accurate as of January 2010 and compares the requirements for permanent certification. Applicants may be able to practise under other types of certificates. Check the regulatory bodies' websites for the most complete and up-to-date information.

<table>
<thead>
<tr>
<th>Entry-to-Practice Requirements: Teachers</th>
<th>Ontario</th>
<th>British Columbia</th>
<th>Alberta</th>
<th>Saskatchewan</th>
<th>Manitoba</th>
<th>Quebec*</th>
</tr>
</thead>
<tbody>
<tr>
<td>Postsecondary education (total)</td>
<td>4 years</td>
<td>4 years</td>
<td>4 years</td>
<td>4 years</td>
<td>5 years</td>
<td>3 years</td>
</tr>
<tr>
<td>Minimum length of teacher education program</td>
<td>1 year</td>
<td>1.6 years</td>
<td>1.6 years</td>
<td>1.6 years</td>
<td>2 years</td>
<td>Secondary level, 1 year; preschool and elementary, 3 years</td>
</tr>
<tr>
<td>Teaching experience required for permanent certificate</td>
<td>1 year for out-of-province graduates**</td>
<td>75 days in 1 year, or 100 days in 2 years, or 10 weeks student teaching</td>
<td>2 years</td>
<td>1 year for out-of-province graduates***</td>
<td>24 weeks student teaching</td>
<td>4 to 5 months for out-of-province graduates</td>
</tr>
<tr>
<td>Teaching experience must be completed in province</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
<td></td>
</tr>
<tr>
<td>In-province coursework/training</td>
<td>May be required of internationally trained teachers</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>✓</td>
</tr>
<tr>
<td>Positive provincial employer recommendation</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Canadian citizenship or permanent residency</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
<td></td>
</tr>
<tr>
<td>Formal assessment of language proficiency (languages accepted)</td>
<td>✓ (Eng/Fr)</td>
<td>✓ (Eng/Fr)</td>
<td>✓ (Eng/Fr)</td>
<td>***</td>
<td>✓ (Eng/Fr)</td>
<td></td>
</tr>
<tr>
<td>Statement of professional standing or certificate from jurisdiction where applicant completed teacher education and has taught</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
</tr>
<tr>
<td>Good character</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
<td></td>
</tr>
<tr>
<td>Proof of being a fit and proper person</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
<td></td>
</tr>
<tr>
<td>Typical length of registration process</td>
<td>4 to 6 weeks</td>
<td>4 to 6 weeks</td>
<td>Maximum 12 weeks for Canadian/US graduates; maximum 16 weeks for international graduates</td>
<td>Minimum 12 weeks for Canadian/US graduates; minimum 16 weeks for international graduates</td>
<td>6 to 8 weeks</td>
<td>Maximum 8 weeks</td>
</tr>
</tbody>
</table>

*The information for Quebec has not been validated by the Direction de la formation et de la titularisation du personnel scolaire.

**As of January 2010, the Ontario College of Teachers was working on amending its regulations to remove the one-year teaching requirement for out-of-province graduates.

***As of January 2010, Teacher Services, Saskatchewan Learning, Ministry of Education was working on amending its regulations to remove the one-year teaching requirement for graduates certified in other Canadian jurisdictions and to include a language requirement.
British Columbia

Regulatory body: British Columbia College of Teachers (BCCT), www.bcct.ca

Requirements for Permanent Certification

- British Columbia Grade 12 equivalency
- Completion of a minimum of four years or 120 credits of postsecondary study that includes the following:
  - Completion of a teacher education program consisting of a minimum of 48 credits of education coursework and supervised practice teaching
  - Completion within the last 10 years of a minimum of either 75 days of teaching experience in one academic year or 100 days of teaching experience over two consecutive academic years, or of a minimum of 10 weeks of supervised student teaching within the initial teacher preparation program
- Familiarity with the British Columbia education system
  - Applicants who have completed a teacher education program outside of Canada, in an education system that is not considered similar to the British Columbia system, may be required to complete coursework and a practicum, to become familiar with the culture and curriculum of the British Columbia school system before obtaining a certificate.
  - To demonstrate “familiarity,” applicants typically complete either the Professional Qualification Program (PQP) at Simon Fraser University or a combination of 12 credits of appropriate education coursework and a minimum six-week practicum at another postsecondary institution. Evaluation by the BCCT is required before enrolment in either.
- Good character: Applicants must be “of good and moral character and be fit to teach,” based on the following criteria:
  - Confidential character reference forms
  - Teacher evaluation reports and professional references
  - Results of the criminal records check conducted by the Ministry of Public Safety and Solicitor General
  - In some cases, results of a fingerprint search through regional and/or national police records
  - Responses to 14 personal information questions on the application form. (Concerns are referred to a Fitness Investigation Subcommittee, which may result in requests for further information, investigation, a hearing, or a finding of fitness.)

Documentation Required

- Application for Teachers’ Certificate of Qualification
- Proof of identity: birth certificate or baptismal certificate or statutory declaration
- Any documents relating to change of name
- Language proficiency test results
- Statement(s) of professional standing or verified copy of teaching certificate or diploma
  - Statements of professional standing are required from the education authorities where the teacher education program was completed and in all jurisdictions where the applicant has taught and held (or currently holds) a teaching certificate.
  - Applicants who have completed their teacher certification outside Canada in jurisdictions where statements of professional standing are not issued must provide certification from the licensing authority in that jurisdiction. If a certificate cannot be obtained because the applicant is not a citizen of that country, the applicant must have the university supply a statement confirming the applicant has met all other requirements for certification and that the only reason he or she does not hold a certificate is citizenship.
- Secondary school diploma
  - Applicants who completed their secondary schooling outside North America must supply a verified copy of their final secondary school diploma or certificate. If a diploma is not available, a letter from the secondary school confirming completion of studies will be accepted.
- Official transcripts from all postsecondary institutions, which must be received directly from the institutions and must list the following: each course taken, date of enrolment, result (grade) and credit granted or number of lecture hours completed for each course
• Applicants may be required to have the postsecondary institution provide an outline or syllabus of the program, including lecture hours and courses completed.

• Verification of degrees
  • Applicants submitting transcripts where the award of a degree or qualification is not indicated on the transcript must submit a verified copy of the degree, qualification diploma or certificate. A letter from the postsecondary institution verifying the award of the qualification is acceptable in lieu of the verified copy.

• Assessment form from the principal, vice-principal or supervisor of the applicant's most recent teaching experience
  • Applicants who have no paid experience may submit an evaluation of student teaching experience.
  • Applicants who have not taught in the 10 years prior to this application may submit a copy of their last teaching report. Other alternatives may be accepted.

• Confidential character reference forms

• Written verification of teaching experience from employers for each year of the last 10 years is required from employers. If no experience has been completed within the last 10 years, verification of experience within the last 20 years is required. Applicants who have completed only student teaching must submit a letter verifying the number of days completed from the postsecondary institution that supervised the experience.

• Criminal records search form

Credentials Assessment (Third Party and/or Internal)
Credentials assessment is conducted internally.

Academic/Program Requirements

• Academic studies
  • The requisite four years or 120 credits of postsecondary study must include six credits of English literature and composition coursework. (Six credits of French literature and composition will be accepted for applicants who have completed all of their postsecondary study in the French language.)
  • Secondary school teachers must complete at least 24 credits of academic coursework in an acceptable subject area.
  • Elementary school teachers must complete three credits of Canadian studies, three credits of science, three credits of mathematics coursework and an additional 15 credits of academic coursework related to the curriculum areas of the British Columbia education system.

• Professional studies: The teacher education program must include studies in human development and learning, educational foundations (history, philosophy, sociology), curriculum and instruction, diagnosing and providing for educational needs of individuals, evaluation and testing.

Teaching Experience Requirements

• Applicants must have completed a minimum of either 75 days of teaching experience in one academic year or 100 days of teaching experience over two consecutive academic years.

• For recent graduates with no paid teaching experience, a minimum of 10 weeks of student teaching experience is required, completed within the initial teacher education program and within the last 10 years.

• Applicants who do not meet the minimum experience requirement must complete updating requirements, which may include coursework and/or a practicum. Those who have not completed the acceptable teaching experience within the last 20 years must complete an acceptable teacher education program.

Examinations
There are no entry-to-practice examinations.

Language Requirements
Applicants who have completed any part of their education in a country where the official language is not English or French must send proof of language proficiency.

• English: The following minimum scores are required to be issued a certificate:
  • TOEFL: a total score of 98 with a minimum of 23 on reading, 23 on listening, 27 on speaking and 25 on writing
TOEFL and TSE-P: 237 (TOEFL) and 50 (TSE-P)

IELTS (academic): overall band score of 6.5 with no band below 6 and with a minimum of 7 on the speaking and writing bands

French: Applicants planning to teach in the French language need to submit proof of their proficiency in French in one of the following forms:

- Letter indicating acceptable proficiency in the French language for those employed by the Conseil scolaire francophone
- Minimum score of B1 on the French Teaching Program Competency Test for Prospective Teachers offered by the Department of Education at the University of British Columbia
- Written assessment from the faculty of French at any Canadian university

Fees Associated with the Licensing Process

- Evaluation fee for graduates of a Canadian teacher education program: $120
- Evaluation fee for graduates of a non-Canadian teacher education program: $300
- Mandatory criminal record check: $20
- Certificate fee: $70
- Annual membership fee: $90

Third Parties Involved in the Licensing Process

The BCCT does not use third parties.

Typical Length of the Licensing Process

Once the BCCT has received all of the required documentation, the registration process takes four to six weeks.

Internal Review/Appeal Process

- Applicants who have been issued a Conditional Certificate and been asked to fulfill requirements determined to be missing from their program may write to the BCCT to request a review of the evaluation decision. There is no fee for the review.
- Applicants who have been found ineligible for a certificate and who feel that there are additional factors that the BCCT should consider may write to request an appeal of the evaluation decision. There is no fee for an appeal hearing.

Alberta

Regulatory body: Teacher Development and Certification Branch of Alberta Education (TDCBAE),
education.alberta.ca/teachers/certification.aspx

Requirements for Certification

- Minimum of 16 years of schooling, including four years of postsecondary education
- Recognized degree that includes completion of a teacher preparation program consisting of a minimum of 48 semester hour credits of education coursework and supervised student teaching
- Completion within the last 10 years of a minimum of either 75 days of teaching experience in one academic year or 100 days of teaching experience over two consecutive academic years, or of a minimum of 10 weeks of supervised student teaching within the initial teacher preparation program
- Valid certification from the jurisdiction(s) where the teacher completed the initial teacher preparation program and from the jurisdiction(s) where the teacher is currently teaching or last taught
- Canadian citizenship or permanent residency
- Good character, as demonstrated by submitting evidence of being a 'fit and proper person.' (Individuals may be required to submit a current criminal record check.)
- Proficiency in English or French
- Two years of full-time teaching experience in Alberta and a positive Alberta employer recommendation
Note: Requirements listed above are for a permanent professional certificate. For an interim certificate, the last two items on the list are not required.

Documentation Required

- Application form
- Proof of identity: birth certificate or baptismal certificate or statutory declaration
- Any documentation relating to change of name
- Immigration documentation
- Language proficiency results (if required)
- Statement of professional standing (must be received directly from all institutions)
  - Applicants who completed their initial teacher preparation program outside of the province of Alberta must provide a current statement of professional standing from the jurisdiction where they completed their program and from the jurisdiction where they are currently teaching or last taught.
- Secondary school certificate and record of courses and grades
  - Applicants who completed their secondary schooling outside North America must present their original secondary school (high school) leaving certificate(s) and a record of courses completed and grades received.
- Official transcripts from all postsecondary institutions (must be received directly from all institutions)
  - Applicants may be required to submit original, irreplaceable documents from postsecondary institutions outside Canada and the United States.
  - Applicants may also be asked to provide a course syllabus of programs of study, practicum reports detailing the hours/days/weeks of supervised student teaching, and any other additional information, to substantiate an application.

Credentials Assessment (Third Party and/or Internal)

Credentials assessment is conducted internally.

Academic/Program Requirements

- Elementary teachers must present a minimum of 24 semester hour credits in academic coursework including: three semester hour credits in Canadian studies, three semester hour credits in mathematics, three semester hour credits in science, six semester hour credits in English/French literature and composition.
- Secondary teachers must present a minimum of 24 semester hour credits in a teachable subject area, and six semester hour credits in English/French literature and composition.

Teaching Experience Requirements

- Applicants must have completed a minimum of either 75 days of teaching experience in one academic year or 100 days of teaching experience over two consecutive academic years.
- For recent graduates with no paid teaching experience, a minimum of 10 weeks of student teaching experience is required. This must have been completed within the initial teacher education program and within the last 10 years.
- Teachers whose credentials and experience are not current will be required to undertake coursework (nine semester hour credits if prepared in Alberta, 12 semester hour credits if prepared elsewhere) and nine weeks of supervised student teaching.

Examinations

There are no entry-to-practice examinations.

Language Requirements

- Applicants whose first language is not English must provide evidence of the following minimum standard scores in the Internet-based TOEFL: 27 in speaking, 25 in writing, 23 in listening and reading.
- Applicants whose first language is not French and who wish to demonstrate language proficiency in French must submit a taped interview.

Fees Associated with the Licensing Process
Application fees vary according to the location of the completion of the teacher preparation program:

- Within Alberta: $200
- Within Canada or the US: $225
- Outside Canada or the US: $250

Third Parties Involved in the Licensing Process
The Teacher Development and Certification Branch does not use third parties.

Typical Length of the Licensing Process
Once all documentation has been received, the application processing time (and credentials evaluation) may take up to 16 weeks for applicants who completed their initial teacher education program outside of Canada and the United States, and up to 12 weeks for those who completed it within Canada or the United States.

Internal Review/Appeal Process
Applicants who disagree with their assessment decision may request in writing to have their assessment reviewed by the Registrar. If applicants disagree with the decision of the Registrar, they may appeal in writing to the chair of the Certification Appeal Committee. The decision of the Certification Appeal Committee is final.

Saskatchewan
Regulatory body: Teacher Services, Saskatchewan Learning, Ministry of Education, [www.education.gov.sk.ca](http://www.education.gov.sk.ca)

Requirements for Permanent Certification

- Saskatchewan Grade 12 equivalency
- Four years of postsecondary education
- Completion of a bachelor of education degree, or an approved degree and 48 semester hours of professional education that includes a practicum
- One year (190 days) of teaching experience in Saskatchewan
- Recommendation for permanent certification

Documentation Required

- Application form
- Official transcripts for all postsecondary education (must list all classes completed and be sent directly from each institution)
- Official high school transcript (if high school standing is not confirmed on university transcript or was completed outside Saskatchewan)
- Verified copy of the applicant's Canadian Social Insurance Number
- Verified copy of birth certificate
- Verified copy of any change-of-name documentation
- Verified copy of teacher's certificate or proof of eligibility to hold a teaching certificate in the jurisdiction where teacher education was obtained
- Statement of professional standing from the last jurisdiction in which the applicant was authorized to teach
- Criminal records check may be required.

Credentials Assessment (Third Party and/or Internal)
Credentials assessment is conducted internally.

Academic/Program Requirements

- Elementary teachers must present:
  - Minimum of 39 semester hours in at least three teaching fields, including at least three semester hours in English (or other acceptable communications class)
- 48 semester hours of teacher education that includes a practicum (minimum eight-week block)
- At least six semester hours in educational psychology
- Methods courses (curriculum and instruction) in reading and language (six semester hours), science, social studies and mathematics

- Secondary teachers must present:
  - A major (24 semester hours) in a teaching field
  - A minor (15 semester hours) in a secondary teaching field
  - At least three semester hours in English (or other acceptable communications class), which may be included in the major or minor
  - 48 semester hours of teacher education that includes a practicum (minimum eight-week block)
  - Minimum of six semester hours in educational psychology
  - A methods (curriculum and instruction) course related to the major
  - A methods (curriculum and instruction) course related to the minor

**Teaching Experience Requirements**
To obtain full registration, applicants educated outside the province must complete 190 days of teaching experience in Saskatchewan.

**Examinations**
There are no entry-to-practice examinations.

**Language Requirements**
There is currently no language requirement. Teacher Services is working on amending its regulations to include a requirement.

**Fees Associated with the Licensing Process**
- Certification fee for all applicants: $75
- Qualifications evaluation fee for those educated outside Saskatchewan: $75

**Third Parties Involved in the Licensing Process**
Teacher Services does not use third parties.

**Typical Length of the Licensing Process**
Once all required documents are received, evaluation of the application may take a minimum of four months for applicants who completed their initial teacher preparation outside Canada and the United States, and a minimum of three months for those who completed it within Canada and the United States.

**Internal Review/Appeal Process**
Applicants who are dissatisfied with certification decisions made by the Ministry of Education may appeal to the Board of Teacher Education and Certification.

**Manitoba**


**Requirements for Permanent Certification**
- Canadian citizenship or permanent residency
- Completion of 12 years of elementary and secondary school
- Completion of
  - a three-year undergraduate university degree and of a two-year bachelor of education
or

- a five-year integrated bachelor of arts/science and bachelor of education degree that includes two years of coursework specific to the field of education and 24 weeks of student teaching experience
- Two teachable subjects (major and minor)
- Good character and proof of being a fit and proper person

Documentation Required

- Completed teacher certification application form
- Completed teaching experience checklist
- Criminal records search certificate
- Proof of Canadian citizenship or permanent residency
- Photocopy of birth certificate
- Photocopy of work visa (if applicable)
- Photocopy of any documentation related to change of name
- Official transcripts of all degrees (sent directly from institutions, but accepted directly from the applicant if the official seal on the envelope in which they were sent has not been broken)
- Verification of teaching experience form
- Statement of professional standing

Credentials Assessment (Third Party and/or Internal)

Credentials assessment is conducted internally.

Academic/Program Requirements

- Requirements for teaching kindergarten to Grade 8 (elementary stream)
  - 18 credit hours of coursework in a major teachable area
  - 12 credit hours of coursework in a minor teachable area
  - 60 credit hours of education coursework that includes 24 weeks of student teaching or a teaching practicum
  - Completion of a minimum of
    - Nine credit hours consisting of three credit hours in mathematics, three credit hours in a physical science and three additional credit hours in math or physical science
    - Six credit hours in history or geography, or a combination of history and geography
    - Six credit hours in English or French literature
- Requirements for Grade 9 to Grade 12 (secondary stream)
  - 30 credit hours of coursework in a major teachable area
  - 18 credit hours of coursework in a minor teachable area
  - 60 credit hours of education coursework that includes 24 weeks of student teaching or a teaching practicum

Teaching Experience Requirements

- 24 weeks of student teaching experience (practicum) are required for permanent certification.
- International teaching experience is recognized if it was gained in a public school system while holding a valid teaching certificate in that jurisdiction.

Examinations

There are no entry-to-practice examinations.

Language Requirements

There are no English or French language requirements for teacher certification in Manitoba.

Fees Associated with the Licensing Process

There is a flat application fee of $80 (regardless of location of training).
Third Parties Involved in the Licensing Process
The Professional Certification Unit does not use third parties.

Typical Length of the Licensing Process
Once all documents have been received, the registration process takes six to eight weeks to complete.

Internal Review/Appeal Process
Applicants who seek further clarification or disagree with the decision made by the Professional Certification Unit may call or write to the program director to request clarification or re-evaluation. Applicants who are still unhappy with the result after re-evaluation may inquire about the department's formal appeal process.

Quebec

Regulatory body: Ministère de l'Éducation, du Loisir et du Sport (MELS), Direction de la formation et de la titularisation du personnel scolaire, www.mels.gouv.qc.ca/dftps

* The information for Quebec has not been validated. The regulatory body, the Ministère de l'Éducation, du Loisir et du Sport (MELS), Direction de la formation et de la titularisation du personnel scolaire, can vouch only for the accuracy of the information on its own website and does not endorse external sources of information.

Requirements for Permanent Certification
- Applicants must have a university degree that includes a minimum of 30 credits or 450 hours (equivalent to one complete year, full-time) of a teacher training program.
  - Preschool or elementary-level teachers must present training equivalent to either a 90-credit or a 120-credit bachelor's degree in preschool and elementary education offered at a Quebec university.
  - Secondary-level teachers must have studied subjects relevant to those set out in Quebec's Basic School Regulation.
- Completion of 600- or 900-hour (four to five months) probationary period that demonstrates the applicant's ability to teach in Quebec schools
- Successful completion of the course on the Quebec school system (three credits)
- Canadian citizenship or permanent residency
- Appropriate knowledge of the language of instruction (English or French)
- Fulfillment of judicial records requirements

Documentation Required
- Declaration concerning a judicial record
- Application form
- Birth certificate, act of birth (acte de naissance) or valid passport
- Documents relating to change of name
- Statement of professional standing from every province or territory where the applicant has taught
- Teaching certificate from the province or territory where the applicant received training in educational psychology or teacher training. (This must include a letter attesting to the validity of the document dated less than three months prior to the current date.)
- All diplomas supporting the application
- Transcripts for each successfully completed training program supporting the application (course outline, as applicable)
- A certified copy of the Comparative Evaluation for Studies Done Outside Quebec issued by the Ministère de l'Immigration et des Communautés culturelles du Québec (MICC) for all studies pursued outside Canada
- Immigration documentation, including a valid certificate of selection issued under the act respecting immigration to Quebec, if applicable

Credentials Assessment (Third Party and/or Internal)
All university and teaching training completed outside of Canada must be evaluated and certified by the MICC. Transcripts and diplomas issued by teaching institutions outside Canada must therefore be sent to the MICC.

All other program assessment is conducted internally.

**Academic/Program Requirements**

**Requirements for teaching at any level**

- Training in educational psychology is required that consists of no fewer than 30 university credits.
- If this training is part of another program, such as a bachelor's degree in education, this training represent at least 450 hours of courses (e.g., courses in psychology, didactics in no less than one subject, evaluation of learning achievement, classroom management and school-based internships). This teacher training may be part of an undergraduate degree in another subject.
- Applicants must successfully complete a university-level education program equivalent to an undergraduate degree of no fewer than three years in Quebec.

**Requirements for teaching at the preschool or elementary level**

- Applicants must complete a university program equivalent to no fewer than 90 credits of an undergraduate degree in preschool and elementary education offered at a Quebec university.
- The program must be relevant to the subjects set out in the Basic School Regulation and taught by homeroom teachers, and excludes physical education, arts education and second language instruction. If the undergraduate teacher training was completed in a subject other than those listed in the Basic School Regulation, the applicant's request may be accepted but the conditions for renewal will apply.

**Requirements for teaching at the secondary level**

- Applicants must complete at least one of the subjects set out in Quebec's Basic School Regulation.
- Minimum of 45 credits is required to teach only one subject or to teach mathematics, the language of instruction or a specialty (physical education, arts education and second language).

- Minimum of 30 credits in one subject and 18 credits of training in another subject set out in the Basic School Regulation is required in order to teach two subjects and to teach a subject other than mathematics, language of instruction or a specialty. Applicants educated outside Quebec whose education is assessed as not being equivalent to the training received in Quebec must complete at least 12 credits in educational psychology as part of a teacher training program directly related to the program underlying the teaching permit issued by the MELS, including:
  - At least six credits in didactics pertaining to the subject for which the teaching permit was issued
  - At least three credits in the evaluation of learning achievement
  - At least three credits in intervention with handicapped students or students with social maladjustments or learning disabilities

**Teaching Experience Requirements**

- Teaching experience is not taken into consideration for the issuance of a teaching licence.
- Applicants trained outside the province must complete a 600- or 900-hour (four to five months) probationary period that demonstrates the applicant's ability to teach in Quebec schools.

**Examinations**

There are no entry-to-practice examinations.

**Language Requirements**

Applicants are required to pass an examination in French or English recognized by the MELS.

**Fees Associated with the Licensing Process**

The MICC collects a fee of $105 for the evaluation of studies completed outside Quebec.

**Third Parties Involved in the Licensing Process**

The MICC evaluates all university and teacher training completed outside of Canada.

**Typical Length of the Licensing Process**
It takes a maximum of 60 days to receive a written decision regarding an application.

**Internal Review/Appeal Process**

Applicants who are dissatisfied with the registration decision may request a formal review in writing. An applicant's file will be reviewed by a committee of three people.
4. NURSES

Comparison

This table is accurate as of January 2010 and compares the requirements for full registration. Applicants may be able to practise under other types of licence. Check the regulatory bodies’ websites for the most complete and up-to-date information.

<table>
<thead>
<tr>
<th>Entry-to-Practice Requirements: Nurses</th>
<th>Ontario</th>
<th>British Columbia</th>
<th>Alberta</th>
<th>Saskatchewan</th>
<th>Manitoba</th>
<th>Quebec</th>
</tr>
</thead>
<tbody>
<tr>
<td>Graduation from a nursing education program</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
</tr>
<tr>
<td>Pass standing on Canadian Registered Nurse Examination (CRNE)</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
</tr>
<tr>
<td>Good character</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
</tr>
<tr>
<td>Formal assessment of language proficiency (languages accepted)</td>
<td>✓ (Eng/Fr)</td>
<td>✓ (Eng)</td>
<td>✓ (Eng)</td>
<td>✓ (Eng)</td>
<td>✓ (Eng/Fr)</td>
<td>✓ (Fr)</td>
</tr>
<tr>
<td>Minimum Canadian experience</td>
<td>0</td>
<td>250 hours</td>
<td>225 hours</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Positive Canadian employer recommendation</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
</tr>
<tr>
<td>Province-specific training program</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
</tr>
<tr>
<td>Practice required if time since graduation exceeds 4 or 5 years</td>
<td>1,125 hours</td>
<td>1,125 hours</td>
<td>1,125 hours</td>
<td>1,125 hours</td>
<td>1,125 hours</td>
<td>500 hours</td>
</tr>
<tr>
<td>Refresher or remedial nursing education accepted in place of practice hours if time since graduation exceeds 4 or 5 years</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
</tr>
<tr>
<td>Typical length of registration process</td>
<td>15 days</td>
<td>3 to 4 months to 3 years</td>
<td>Varies</td>
<td>Varies</td>
<td>Varies</td>
<td>Varies</td>
</tr>
</tbody>
</table>
Requirements for Full Registration

- Graduation from a registered nurse education program that is recognized in the jurisdiction in which the program was offered
- Proof of ability to practise, including proof of registration as a nurse in the jurisdiction where applicants were educated and everywhere else they have worked, employer references and practice hours in the previous five years
  - Applicants who have graduated more than five years ago must provide proof of having worked a minimum of 1,125 hours to be considered competent.
- Good character, based on references and a criminal record check and lack of evidence of dishonesty, misrepresentation, convictions or charges
- Fitness to practise, as demonstrated by employer references, being registered in good standing where the applicant was educated and anywhere else he or she practised, and having no health problems that impair ability to practise
- Successful completion of the Canadian Registered Nurse Examination (CRNE)
- English competency
- For internationally educated nurses, a minimum of 250 hours of Canadian work experience and a positive employer recommendation.

Note: Provisional registration is a required step in the process for full registration and is necessary to allow internationally educated applicants to meet the requirement for 250 hours of practice. Applicants identified as requiring educational upgrading after a Substantially Equivalent Competency (SEC) assessment may also be permitted to practise with a provisional permit while they complete supplementary education.

Documentation Required

- Application form
- As proof of identity, a photocopy of one of the following: birth certificate, passport, Canadian immigrant visa and record of landing, Canadian permanent resident card, Canadian confirmation of permanent residence, marriage certificate, government-issued change of name certificate
- Proof of English competency (test scores)
- All original transcripts relating to the applicant's nursing education (or other evidence reflecting the applicant's degree that meets the requirements of the registration committee). The school must attach CRNBC Form 30, which provides information about the specific number of hours covered in an educational program.
- Verification of registration from the jurisdiction where the applicant obtained nursing education and from all jurisdictions where the applicant has been registered
  - Applicants who are not registered need to provide an explanation (e.g., no regulatory body exists in that jurisdiction). A copy of an employment contract from positions held by the applicant is also required when there is no regulatory body.
- Criminal record check
- Statutory declaration

Credentials Assessment (Third Party and/or Internal)

- The CRNBC undertakes credentials assessment itself. However, if it is unable to assess an application using paper documentation alone, applicants will be required to undertake a SEC assessment to determine if they meet requirements for registration. The SEC is provided free of charge. It is conducted only at Kwantlen Polytechnic University.
- The SEC assessment is also used to evaluate candidates when it is not clear that their education and experience have prepared them to meet the standards for practice in British Columbia.

Academic/Program Requirements
All applicants must have graduated from a registered nurse education program that is recognized in the jurisdiction in which it is offered.

Practice Experience Requirements
- Applicants who graduated more than five years ago must have worked a minimum of 1,125 hours within those five years to be considered competent. If they do not meet this requirement, the SEC assessment is used to identify what supplementary education might be required to allow them to practise safely.
- Internationally educated applicants must work under a British Columbia employer for a minimum of 250 hours and receive a positive recommendation to be eligible for full registration. This is referred to as "meeting the Canadian employment requirement."

Examinations
All applicants must pass the CRNE.
- Applicants who graduated from a nursing education program outside British Columbia may not write the CRNE before they meet all requirements for registration (with the exception of the 250-hour Canadian employment/reference requirement).
- Candidates may write the CRNE three times only, unless the CRNBC board grants permission for a subsequent writing. Applicants who have failed the registration examination twice will be required to complete remedial studies prior to writing the examination a third or subsequent time. Applicants who have failed three times may apply to the board for a fourth or subsequent writing.

Language Requirements
Applicants whose first language is not English must provide proof of proficiency by one of the following:
- Canadian English Language Benchmark Assessment for Nurses minimum scores: speaking 8, listening 9, reading 8, writing 7
- IELTS minimum overall test score 6.5, minimum speaking test score 7 (no score lower than 6)
- TOEFL Internet-based test minimum combined score for reading, writing and listening 60, minimum score for speaking 26
- TOEFL paper-based test minimum score 550; TOEFL computer-based test minimum score 213; with Test of Spoken English minimum score 50
- Michigan English Language Assessment Battery minimum score for composition, listening, grammar/reading 83, minimum score for speaking 3

Fees Associated with the Licensing Process
- International applicant assessment fee: $250 plus GST
- Canadian applicant assessment fee: $65 plus GST (this fee does not apply for international applicants)
- CRNE fee: $600 plus GST
- Registered Nurse registration fee: $370 plus GST
- Provisional registration fee: $370 plus GST

Third Parties Involved in the Licensing Process
- The SEC assessment is conducted by the Internationally Educated Nurses Assessment Service of British Columbia at Kwantlen Polytechnic University.
- The CRNBC administers the CRNE in accordance with policies of Assessment Strategies, Inc., a subsidiary of the Canadian Nurses Association.
- The CRNBC has also used World Education Services on occasion to provide additional information about applicants' education and related documents.

Typical Length of the Licensing Process
Once the CRNBC receives all required documents, the SEC assessment has been completed (if required) and the results are received by the CRNBC, applicants usually receive notification of next steps within six to eight weeks. The length of time from assessment to registration varies depending on the requirements that need to be met. The CRNBC
provides a blanket estimate of three to four months to three years.

**Internal Review/Appeal Process**

Applicants may request a review of any registration decision from the external Health Professions Review Board under the British Columbia Health Professions Act. Requests must be made in writing within 30 days of the decision.

**Alberta**

Regulatory body: College and Association of Registered Nurses of Alberta (CARNA), [www.nurses.ab.ca/carna/index.aspx](http://www.nurses.ab.ca/carna/index.aspx)

**Requirements for Full Registration**

- Graduation from a recognized generalist registered nurse education program
- Currency of nursing practice, as demonstrated by at least one of the following in the past five years:
  - Successful completion of a satisfactory nursing degree or nursing program
  - or
  - 1,125 hours of nursing practice
  - or
  - Successful completion of a satisfactory nursing refresher program
- Proof of competence, as demonstrated by having an appropriate combination of education, experience, practice or other qualifications
- Good character and reputation, as demonstrated by
  - Registration in good standing in the jurisdiction of original nursing education and each jurisdiction where the applicant has practised in the last five years
  - Declaration of current encumbrance or investigation or previous disciplinary action by a regulatory body
- Fitness to practise, as demonstrated by a declaration relating to physical health, mental health, any experience of addiction and the presence or history of infection with a blood-borne viral illness
- Successful completion of the Canadian Registered Nurse Examination (CRNE)
- English proficiency
- For internationally educated nurses and Canadian graduates who have not been registered in the past five years, a minimum of 225 hours of Canadian work experience and a positive employer recommendation
- For internationally educated nurses, evidence of substantially equivalent competence to that expected of the RN in Alberta

*Note*: Obtaining a temporary permit is a required step in the process for full registration and is necessary to allow internationally educated applicants to meet the requirement for 225 hours of practice. Applicants identified as requiring educational upgrading after the Substantially Equivalent Competency (SEC) assessment may also be permitted to practise with a restricted temporary permit while they complete supplementary education.

**Documentation Required**

- Application form
- Proof of identity: birth certificate and another piece of government-issued picture identification showing the full legal name
- Proof of English proficiency (test scores)
- Nursing education transcript from the initial nursing program and any additional programs
- Verification of registration in the jurisdiction where the nursing education program was completed and each jurisdiction where the applicant has practised in the last five years
- Documentation regarding nursing practice and experience
Credentials Assessment (Third Party and/or Internal)
- CARNA undertakes credentials assessment itself. However, if it is unable to assess an application using paper documentation alone, applicants will be required to undertake a SEC assessment to determine if they meet requirements for registration. It is administered by Mount Royal University in Calgary and is conducted in Calgary and Edmonton.
- CARNA sends education transcript documents to the International Qualifications Assessment Service (IQAS) for a comparison of the level of education qualifications to those in Canada. CARNA pays for this evaluation.

Academic/Program Requirements
All applicants must have graduated from a recognized generalist registered nurse education program

Practice Experience Requirements
- All applicants must demonstrate currency of nursing practice, through either paid work or post-licensing nursing education. Currency is demonstrated by having practised 1,125 hours in the last five years, or by having completed a basic nursing education program in the last five years, or by having completed a nursing refresher or re-entry program in the last five years.
- Internationally educated nurses and Canadian graduates who have not been registered in the past five years must work under an Alberta employer for a minimum of 225 hours and receive a positive recommendation to be eligible for full registration.

Examinations
All applicants must pass the CRNE, which they can attempt up to three times.

Language Requirements
Applicants whose first language is not English must provide proof of proficiency by one of the following means:
- Canadian English Language Benchmark Assessment for Nurses minimum scores: speaking 8, listening 9, reading 8, writing 7
- IELTS (academic) minimum overall test score 6.5, minimum speaking test score 7

Fees Associated with the Licensing Process
- Application assessment fee: $210
- CRNE fee: $519.75
- Registered Nurse registration fee: $430.50
- Registered Nurse temporary registration fee: $212.25

Third Parties Involved in the Licensing Process
- The SEC assessment is conducted by Mount Royal University in Calgary and Edmonton.
- The Canadian Nurses Association administers the CRNE.
- IQAS conducts comparisons of the level of education qualifications with those in Canada.

Typical Length of the Licensing Process
There is no typical length for the registration process, according to CARNA. The time involved depends on whether applicants are referred for an SEC assessment and how quickly they choose to undertake the assessment. The timeline depends also on whether remedial education is required.

Internal Review/Appeal Process
Applicants may request a review of any registration decision under the Alberta Health Professions Act. Requests must be made in writing within 30 days of the decision.

Saskatchewan
Requirements for Full Registration

- Graduation from a basic nursing education program at a postsecondary level
- Currency of nursing practice, as demonstrated by at least one of the following in the past five years:
  - Graduation from an approved nursing education program
  - 1,125 hours of nursing practice
  - Successful completion of an approved nursing re-entry program
- Good character, based on employer references and lack of evidence of dishonesty, misrepresentation, criminal convictions or charges
- Successful completion of the Canadian Registered Nurse Examination (CRNE)
- English language proficiency
- Eligibility for registration in the jurisdiction where the applicant was educated as a nurse (Canadian applicants only)
- Registration in good standing in the jurisdiction where the applicant most recently worked as a nurse
- Proof of identity
- Completion annually of the Continuing Competence Program, a four-part self-reflective practice review. New applicants must have fulfilled the continuing competence requirements of the jurisdiction where they most recently practised registered nursing.

Documentation Required

- Application form
- Proof of currency of practice
- Proof of identity: photocopies of birth certificate and all change-of-name documents (including any marriage certificates) and copy of one additional piece of identification (preferably passport)
- Proof of English proficiency (test results)
- Proof of good character, as shown by answers to questions on the Application for Assessment form
- All transcripts relating to nursing education (directly from source)
- RN employment/education history
- Competency assessment declaration
- Employer reference
- Verification of registration/licensure in good standing from where the applicant received basic nursing education
- Verification of registration/licensure in good standing in the jurisdiction where the applicant most recently worked as a nurse

Credentials Assessment (Third Party and/or Internal)

The SRNA undertakes credentials assessment itself. The International Qualifications Assessment Service (IQAS) is used as required. If the SRNA is unable to make a determination of equivalence using paper documentation alone, applicants will be required to undertake a Substantially Equivalent Competency (SEC) assessment at the Saskatchewan Institute of Applied Science and Technology to determine whether they meet requirements for registration.

Academic/Program Requirements

All applicants must have graduated from a basic nursing education program at a postsecondary level that has been deemed equivalent to an approved Saskatchewan basic nursing education program. The program must have included theoretical and clinical experience in medicine, surgery, obstetrics, pediatrics, psychiatry, gerontology and community health.
Practice Experience Requirements

- All applicants must prove currency of nursing practice. Currency is demonstrated by having graduated from an approved nursing education program, or by having practised 1,125 hours in the last five years, or by having successfully completed an approved nursing re-entry program.
- Applicants who do not meet the currency of nursing practice requirements will be referred to the Saskatchewan Institute of Applied Science and Technology for the RN re-entry program.

Examinations

All applicants must pass the CRNE, which they can attempt up to three times.

Language Requirements

Applicants whose first language is not English must provide proof of proficiency by one of the following means:

- Canadian English Language Benchmark Assessment for Nurses minimum scores: speaking 8, listening 9, reading 8, writing 7
- IELTS minimum overall test score 6.5, minimum speaking test score 7
- TOEFL Internet-based test overall score 86; minimum combined score for reading, writing and listening 60, minimum score for speaking 26
- TOEFL paper-based test minimum score 550; TOEFL computer-based test minimum score 213; with Test of Spoken English computer-based test minimum score 50
- Michigan English Language Assessment Battery minimum score for composition, listening, grammar/reading 83, minimum score for speaking 3

Fees Associated with the Licensing Process

- Application assessment fee: $210
- CRNE fee: $536.95 (includes GST)
- Registered Nurse registration fee: $535.50 (includes GST)

Third Parties Involved in the Licensing Process

- IQAS evaluates the qualifications of applicants, when required by the SRNA.
- The SEC assessment is conducted by the Saskatchewan Institute of Applied Science and Technology.
- The Canadian Nurses Association administers the CRNE.

Typical Length of the Licensing Process

- Processing the application of an internationally educated nurse takes an average of three months once all documents are received. For domestic graduates, it takes an average of two days once all documents are received. Outcomes of the SEC assessment are rendered in three to five weeks.
- The length of the registration process depends upon timely receipt of required documentation, English test results, whether remedial education is required and when that education is undertaken.

Internal Review/Appeal Process

Applicants who are not satisfied with the decision of the Registrar are able to appeal in writing to the SRNA council within 30 days after a decision has been rendered.

Manitoba

Regulatory body: College of Registered Nurses of Manitoba (CRNM), [www.crmn.mb.ca](http://www.crmn.mb.ca)

Requirements for Full Registration

- Graduation from a recognized basic nursing education program and completion of a course of instruction approved by the board of directors if required
- Successful completion of the Canadian Registered Nurse Examination (CRNE)
- Proficiency in English or French
• Continuing competence, as demonstrated in one of the following ways:
  o By practising as a registered nurse for a minimum of 1,125 hours in the previous five years
  o By having completed a nursing education program in the previous four years
  o By passing the CRNE in the previous four years
  o By undergoing an assessment of prior learning and successfully completing a course of instruction based on the learning needs identified in the assessment
• Fitness to practise, based on a criminal record check and the disclosure of mental or physical illness
• Registration in good standing in every jurisdiction where the applicant was registered in the past seven years
• Currency of practice
• Proof of safe practice, as demonstrated by discipline history
• Proof of competence

Documentation Required
• Application form
• As proof of identity, a photocopy of a passport, birth certificate or marriage certificate
• Proof of English or French proficiency (test scores)
• All original transcripts relating to the applicant’s nursing education
• Verification of Registration form from the jurisdiction where the applicant obtained nursing education and from all jurisdictions where the applicant has been registered in the past seven years
• Verification of Practice Hours form from all employers for whom the applicant worked as a registered nurse in the past five years
• Documentation of all registered nursing experience and practice since the applicant graduated from the nursing program
• Verification of authenticity of all documents relating to educational history
  o All original transcripts relating to the applicant’s entire educational history (including secondary education) must be sent to the International Qualifications Assessment Service (IQAS) for a basic assessment.
• A criminal record check

Credentials Assessment (Third Party and/or Internal)
The CRNM undertakes credentials assessment itself. However, if it is unable to assess an application using paper documentation alone, applicants will be required to undertake a Substantially Equivalent Competency (SEC) assessment at the Health Sciences Centre in Winnipeg to determine whether they meet the requirements for registration.

Academic/Program Requirements
All applicants must have graduated from a recognized basic nursing education program and, if required, completed a course of instruction approved by the board of directors.

Practice Experience Requirements
Applicants who graduated more than four years ago must have worked a minimum of 1,125 hours within those five years to be considered competent or have completed an approved RN refresher program in the past four years.

Examinations
All applicants must pass the CRNE. Candidates may write the CRNE a maximum of three times.

Language Requirements
• Applicants whose first language is not English must provide proof of proficiency by one of the following means:
  o Canadian English Language Benchmark Assessment for Nurses minimum scores: speaking 8, listening 9, reading 8, writing 7
  o IELTS minimum overall test score 6.5, minimum speaking test score 7 (no score lower than 6)
  o TOEFL Internet-based test minimum combined score for reading, writing and listening 79, minimum score for
speaking 26
- TOEFL paper-based test minimum score 550; TOEFL computer-based test minimum score 213; with Test of Spoken English (TSE) minimum score 50
- Michigan English Language Assessment Battery minimum score for composition, listening, grammar/reading 83, minimum score for speaking 3
- Test of English for International Communication 730 with TSE 50
- Academic English Program for University and College Entrance, Red River College, minimum score of 65 per cent with successful completion of all assignments
  - The French competency test accepted is the Test de français international, with a minimum overall score of 750.

Fees Associated with the Licensing Process
- Application processing fee for internationally educated nurses: $105
- Application processing fee for Canadian applicants: $52.50
- CRNE fee: $531.70
- Registered Nurse registration fee: $337.49

Third Parties Involved in the Licensing Process
- Prior to 2010, the CRNM used IQAS to verify the authenticity of all documents relating to an applicant's educational history. Beginning in 2010, credentials assessment has been conducted in-house.
- The SEC assessment is carried out by the Health Sciences Centre in Winnipeg.
- The Canadian Nurses Association (CNA) administers the CRNE.

Typical Length of the Licensing Process
- Processing the application of an internationally educated nurse takes an average of 20 business days once all documents are received. The remaining length of the registration process depends on whether remedial education is required and when it is undertaken.
- It takes between six and 18 months to receive the outcome of the SEC assessment.

Internal Review/Appeal Process
Applicants whose application for registration is denied or subjected to conditions may appeal the registration decision to the board of directors. Written notice with reasons must be filed within 30 days of the decision. The decision by the board may also be appealed to the court.

Quebec

Regulatory body: Ordre des infirmières et infirmiers du Québec (OIIQ), www.oiiq.org

Requirements for Full Registration
- Graduation from a nurse education program in Quebec or the equivalent
- Successful completion of a professional integration program for all applicants who received their nursing diploma outside Quebec
- Proficiency in French
- Successful completion of the OIIQ professional examination or the Canadian Registered Nurse Examination (CRNE)
- Good character
- Currency of practice
- Registration in good standing in the jurisdiction where the applicant has worked as a nurse

Documentation Required
- As proof of identity, one of the following: birth certificate, act of birth (acte de naissance), photocopy of passport, certificate of citizenship or official proof of legal admission to Canada as a permanent resident
Proof of proficiency in French, by successful completion of the Office québécois de la langue française (OQLF) exam

Academic record, including a description of courses taken, the number of related hours and the grades obtained

All diplomas earned

Forms attesting to schooling and official proof of the right to practise nursing outside Quebec

Official documentation attesting to relevant work experience

Évaluation comparative des études effectuées hors du Québec (Evaluation of studies undertaken outside Quebec)

Note: Documents received in languages other than English or French must be accompanied by an official translation. All documents must be certified true copies of the originals.

Credentials Assessment (Third Party and/or Internal)

Credentials assessment for applicants who received their nursing education outside Quebec is undertaken by the Admission by Equivalence Committee of the OIIQ. In assessing equivalency, the committee takes the following into consideration: total number of years of schooling, diplomas earned, the nature and content of the courses, training periods or upgrading activities and relevant clinical experience.

Academic/Program Requirements

All applicants must have completed either a Diploma of Collegial Studies (DEC) or a bachelor of science degree.

Both college- and university-level nursing training in Quebec comprises a minimum of 2,805 hours, of which at least 2,145 hours must be in nursing, distributed as follows:

- Medical and surgical nursing: at least 615 hours
- Mental health and psychiatric nursing: at least 120 hours
- Nursing for adults and the elderly with loss of autonomy: at least 105 hours
- Perinatal nursing: at least 75 hours
- Nursing for children and teens: at least 90 hours
- Biological sciences: at least 480 hours, of which 135 must be in microbiology, immunology and pharmacology
- Social sciences: at least 180 hours
- At least 1,035 hours of the 2,145 hours of specific training spent in practical clinical training, of which 240 hours concern the practical integration of knowledge relating to the legal, ethical, organizational and sociocultural aspects of nursing

All applicants who received their nursing diploma outside Quebec must complete a Professional Integration Program in the province. The length of the program is determined on a case-by-case basis by the Admission by Equivalence Committee, depending on the applicant's profile. It may last from a few weeks to a few months. (Candidates who are required to register at an educational institution to undertake the program must meet the institution's admission criteria.) The program provides the following training:

- Introduction to nursing in Quebec and to the occupation's professional, legal, ethical, organizational and sociocultural aspects
- Adapting current competencies to nursing practice in Quebec
- Learning the clinical skills necessary to provide safe and effective services in the Quebec setting

Practice Experience Requirements

There are no specific work requirements. However, applicants who have not practised at least 500 hours in the course of the last four years may be required to undertake a period of refresher training and to complete refresher courses. The executive committee will study the applicant's file and may decide to require the person to take a refresher training or course.

Examinations

Applicants must pass the OIIQ professional examination, unless they have been registered in another Canadian jurisdiction and have completed the CRNE. Applicants may attempt the exam three times within two years.

Language Requirements

Entry-to-Practice Requirements
The language requirements for an individual applying for registration in any profession in Quebec are the same, as dictated by the province’s Charter of the French Language. Applicants must demonstrate competence in French by having had at least three years of full-time secondary or postsecondary studies in the language, or by passing the OQLF exam. Applicants who have met all other requirements for licensing may be granted a temporary permit for one year, renewable up to three times. They must pass the OQLF exam during this period. The OQLF examination is offered free of charge.

**Fees Associated with the Licensing Process**
The OIIQ charges no fees for licensing. The following fees apply to the assessment process:

- Application processing fee: $489.99
- Évaluation comparative des études effectuées hors du Québec fee: $105

**Third Parties Involved in the Licensing Process**
Language testing is administered by the OQLF.

**Typical Length of the Licensing Process**
- The Admission by Equivalence Committee meets approximately every six weeks and renders a decision for all processed and completed files.
- The Professional Integration Program may take anywhere from a few weeks to a few months, depending on how much remedial education is required.

**Internal Review/Appeal Process**
- If recognition of a diploma or training equivalence is refused, the applicant may request a hearing with the OIIQ to review its decision. Decisions following reviews are final.
- Applicants may also request a review of their professional exam results.
5. ENGINEERS

Comparison

This table is accurate as of January 2010 and compares the requirements for full registration. Applicants may be able to practise under other types of licence. Check the regulatory bodies’ websites for the most complete and up-to-date information.

<table>
<thead>
<tr>
<th>Entry-to-Practice Requirements: Engineers</th>
<th>Ontario</th>
<th>British Columbia</th>
<th>Alberta</th>
<th>Saskatchewan</th>
<th>Manitoba</th>
<th>Quebec</th>
</tr>
</thead>
<tbody>
<tr>
<td>Bachelor's degree in engineering or recognized equivalent</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
</tr>
<tr>
<td>Engineering experience</td>
<td>4 years</td>
<td>4 years</td>
<td>4 years</td>
<td>4 years</td>
<td>4 years</td>
<td>3 years</td>
</tr>
<tr>
<td>1 year of Canadian work experience</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
</tr>
<tr>
<td>Canadian work experience may be obtained outside Canada*</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
</tr>
<tr>
<td>Formal assessment of language proficiency (languages accepted)</td>
<td>✓ (Eng)</td>
<td>✓ (Eng)</td>
<td>✓ (Eng)</td>
<td>✓ (Eng)</td>
<td>✓ (Fr)</td>
<td>✓</td>
</tr>
<tr>
<td>Good character</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
<td></td>
<td>✓</td>
</tr>
<tr>
<td>Canadian citizenship or permanent residency</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
</tr>
<tr>
<td>Completion of a law and ethics seminar</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>✓</td>
</tr>
<tr>
<td>Successful completion of a professional examination</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
</tr>
<tr>
<td>Successful completion of a professional practice test</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>✓</td>
</tr>
<tr>
<td>Professional development and/or volunteer service</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>✓</td>
<td>✓</td>
</tr>
<tr>
<td>Typical length of registration process</td>
<td>6 to 96 months</td>
<td>3 to 6 months</td>
<td>2 to 3 months for Canadian graduates; 3 to 6 months for international graduates</td>
<td>6 to 12 months</td>
<td>Minimum 5 to 6 months</td>
<td>42 to 48 months</td>
</tr>
</tbody>
</table>

*Experience obtained outside Canada may be accepted if, for example, it was completed under the supervision of a Canadian-licensed engineer or in a company that uses Canadian standards, customs and codes.

**Reflects the entire process of becoming an engineer.
British Columbia

Regulatory body: Association of Professional Engineers and Geoscientists of British Columbia (APEGBC),
www.apeg.bc.ca

Requirements for Full Registration (P.Eng.)

- Canadian bachelor's degree in engineering or equivalent
- A minimum of four years of satisfactory engineering experience, including one year in a Canadian work
  environment under the direct supervision of a Canadian professional engineer
- English language competency
- Successful completion of the Professional Practice Examination (PPE)
- Good character, defined as having moral and ethical strength as well as integrity, candour, honesty and
  trustworthiness.
- Canadian citizenship or permanent residency
- Completion of the Law and Ethics Seminar

Documentation Required

- Completed application form
- Certified copy of Canadian citizenship or permanent resident status
- Work experience details (detailed description of engineering work experience according to a given format)
- Demographic information form
- Specific discipline requirements (if necessary): Individuals applying for registration in computer engineering,
  environmental engineering, forest engineering, integrated engineering, marine engineering, naval architectural
  engineering, software engineering or structural engineering must submit additional documentation.
- Official transcripts
- References from a minimum of four referees who can validate applicant’s engineering experience
- Proof of English language competency

Credentials Assessment (Third Party and/or Internal)
The APEGBC conducts its own credentials assessment.

Academic/Program Requirements

Applicants must have completed a four-year bachelor's degree in engineering from an accredited Canadian
undergraduate degree program or the equivalent.

Work Experience Requirements

- Applicants must have a minimum of four years of satisfactory engineering experience, assessed against seven
  criteria:
  - Application of theory
  - Practical experience
  - Management of engineering
  - Communication skills
  - Awareness of the social implications of engineering
  - Awareness of sustainability issues in engineering
  - Sponsorship (i.e., substantiation of experience by referees)
- The four years must include one year of work experience in a "Canadian work environment," defined as
  - Work experience obtained in Canada and supervised by a professional engineer who is registered or
    licensed in the applicable Canadian jurisdiction
  or
Work experience acquired outside Canada that allows applicants to demonstrate a good knowledge of local Canadian engineering laws, practices, standards, customs, codes, conditions and climates

Examinations
- Following the review of their academic qualifications, applicants may be assigned academic examinations, to ensure they meet the requirements.
- All applicants must pass the PPE. They are eligible to take the exam once they have met the academic requirements, completed at least 24 months of engineering work experience and submitted a completed application form.

Language Requirements
If applicants cannot provide proof that they graduated from an accredited program where English is the primary language of instruction, they must provide proof of one of the following:
- A TOEFL score of score of 625 or better on the paper-based exam, 263 or better on the computer-based exam, or 113 or better on the Internet-based exam
- A CanTEST score of at least Band 4.5 on the listening and reading sections and Band 4.0 on the writing section
- Successful completion of the Vancouver Community College course Communication for Engineering and Technology (ELSK 0730)
- An acceptable score on the Engineers Canada English Language Assessment Test for Engineers (the test is currently under development)

Fees Associated with the Licensing Process
- Application fee: $445.76
- One-time licensing fee: $367.50
- Annual membership dues, P.Eng.: $303.45
- Appeal fee: $157.50
- Law and Ethics Seminar fee: $362.25 or $404.25 (depending on early or late registration)
- PPE fee:
  - Written in Canada: $265
  - Written in the US: $325
  - Written outside Canada or the US: $365

Third Parties Involved in the Licensing Process
The APEGBC does not use third parties.

Typical Length of the Licensing Process
Once the APEGBC has received all the required documents, it usually takes between three and six months to review an application. The time depends on the schedules of the application reviewers and whether any issues arise from the work experience information submitted by the applicant.

Internal Review/Appeal Process
Applicants who are dissatisfied with the registration decision can submit a written request to the Registration Committee for a reassessment. The committee submits its decision for review to the Fairness Panel. If the panel makes recommendations that are not followed by the committee, the matter will be referred to council for a final decision.

Alberta
Regulatory body: Association of Professional Engineers, Geologists and Geophysicists of Alberta (APEGGA), www.apegga.org

Requirements for Full Registration (P.Eng.)
- Canadian bachelor's degree in engineering or equivalent
Note: Applications will be accepted from those who have at least two years of education in a related discipline that is acceptable to the Board of Examiners.

- A minimum of four years of engineering experience, including one year in a Canadian work environment under the supervision and control of a Canadian professional engineer
- English language competency
- Successful completion of the Professional Practice Examination (PPE)
- Good character and reputation, defined as having moral and ethical strength, as well as integrity, candour, honesty and trustworthiness
- Canadian citizenship or permanent residency

Documentation Required
- Completed application form
- Copy of Canadian citizenship or permanent resident status
- Work experience details (detailed description of engineering work experience, presented in a specified format)
- Official transcripts
- References from a minimum of three referees who can validate the applicant’s engineering experience (usually supervisors)
- Proof of English language competency

Credentials Assessment (Third Party and/or Internal)
Credentials assessment is conducted in-house by the Board of Examiners of the APEGGA.

Academic/Program Requirements
Applicants must have completed a four-year bachelor’s degree in engineering from an accredited Canadian undergraduate degree program or the equivalent.

Note: Applications will be accepted from those who have at least two years of education in a related discipline that is acceptable to the Board of Examiners.

Work Experience Requirements
- Applicants must have a minimum of four years of engineering experience obtained under the supervision and control of an engineer in the respective area/discipline. Acceptable experience is evaluated against five criteria:
  - Application of theory
  - Practical experience
  - Management of engineering
  - Communication skills
  - Awareness of the social implications of engineering
- The four years must include one year of work experience in a Canadian work environment, defined as work experience obtained in Canada, under the supervision and control of a licensed professional engineer.

Examinations
- Following the review of their academic qualifications, applicants may be assigned academic examinations, to ensure they meet the requirements for registration.
- All applicants must pass the PPE.

Language Requirements
- Applicants whose native language is not English must demonstrate competency:
  - By providing a TOEFL score of 600 or more on the paper-based test, 250 or more on the computer-based test, or 100 or more on the Internet-based test
  - or
• By providing a handwritten letter in which the applicant describes why they should be considered competent in the English language
• Comments of the applicant's Canadian experience references regarding the ability to communicate in English are also considered.

Fees Associated with the Licensing Process
• Professional licence application processing fee: $270
• PPE fee: $130
• Technical exams (if required) fee: $150 per exam
• Fundamentals of Engineering Exam (if required) fee: $165
• Annual licensing fee for Professional Members: $280
• Reconsideration or appeal of examinations assigned: $150

Third Parties Involved in the Licensing Process
The APEGGA does not use third parties.

Typical Length of the Licensing Process
• Approximately one to two months is required to review applications for Engineer-in-Training (EIT) status or Professional Membership from candidates trained in Canada.
• Approximately two to five months is required to review applications for Professional Membership from internationally trained candidates who do not already have EIT status.
• Approximately one to two months is required to review applications for internationally trained applicants with EIT status.
• On average, after all the required documentation has been received, the registration process takes two to three months for Canadian graduates and three to six months for international graduates.

Internal Review/Appeal Process
• Applicants who have been assigned examinations following the assessment of their academic credentials may file for reconsideration by the Executive Committee of the Board of Examiners within 30 days for a fee of $150. An appeal of the reconsideration may also be made subsequently to the full Board of Examiners for a further fee of $150.
• If the applicant can provide new, previously unsubmitted information, it will be reviewed by the Executive Committee or secondarily by the full Board of Examiners.

Saskatchewan

Regulatory body: Association of Professional Engineers and Geoscientists of Saskatchewan (APEGS),
www.apegs.sk.ca

Requirements for Full Registration (P.Eng.)
• A bachelor's-level program of study in engineering recognized by the APEGS council
• A minimum of four years of acceptable engineering experience, including one year in a Canadian or equivalent-to-Canadian work environment
• Successful completion of the Professional Practice Examination (PPE)
• Three satisfactory professional references, including at least one from a professional engineer or professional geoscientist registered in Canada
• Good character
• English language competency

Documentation Required
• Application form
• Academic assessment form (may or may not be required)
Certified copies of official transcripts and degree certificates
Course descriptions (may or may not be required)
Résumé of engineering experience since undergraduate degree
Proof of English language competency

Credentials Assessment (Third Party and/or Internal)
- Credentials assessment is conducted by the Academic Review Committee (ARC) of APEGS.
- The ARC reviews the applicant's transcripts, résumé and other educational documentation (including, in many cases, course descriptions from the time the applicant took his or her program).
- In conducting its assessment, the ARC may use or consult any of the following sources:
  - Canadian Engineering Qualifications Board (CEQB) listing of applicant institutions
  - Information from the universities (University of Regina, University of Saskatchewan), other engineering associations or orders, and past applicants to APEGS
  - Engineering International Education Assessment Program (EIEAP) reports prepared by Engineers Canada, course-by-course assessments prepared by University of Regina or University of Saskatchewan faculty or other professional members, self-assessments completed by applicants, information from constituent members or assessments from other assessment agencies
- Regardless of the other assessments that may be provided, the ARC is responsible for the final recommendation to the Registrar.
- The following graduates are generally exempt from academic assessment (although a review of their application may result in requirement of an academic assessment):
  - Applicants who have a bachelor's degree accredited under a mutual recognition agreement (may include selected programs in the United States, United Kingdom, France, Ireland, South Africa, Australia, New Zealand, Japan, Chinese Taipei, Hong Kong China, Korea and Singapore)
  - Applicants who have a bachelor's degree or equivalent in engineering and a PE designation in the United States
  - Applicants who are faculty members at the University of Regina or University of Saskatchewan, who have a bachelor's degree or equivalent in engineering and a PhD
  - Applicants who obtained their bachelor's degree in engineering from an institution on the CEQB list and have a Canadian master's and/or PhD in engineering in the same discipline as their bachelor's degree or a closely related discipline
  - Engineers-in-Training with a constituent association or order whose academic credentials have been recognized
  - Applicants with a bachelor's degree accredited by the Canadian Engineering Accreditation Board (CEAB)

Academic/Program Requirements
Applicants must have a bachelor's-level program of study in engineering recognized by the council.

Work Experience Requirements
- Applicants must have a minimum of four years of acceptable engineering experience. Acceptable experience is evaluated against five criteria:
  - Application of theory
  - Practical experience
  - Management of engineering
  - Communication skills
  - Awareness of the social implications of engineering
- The four years must include one year of work experience in a Canadian or equivalent-to-Canadian work environment. "Equivalent to Canadian" is defined as anywhere within Canada or the United States.
  - International experience with a company that uses Canadian standards, customs and codes may be considered equivalent to Canadian. Individuals with this form of experience should contact APEGS to determine if their experience will be accepted.
Examinations

- All applicants must pass the PPE. They are eligible to do so only once they have at least 12 months of experience after obtaining their bachelor's degree and have at least one experience report submitted to APEGs. APEGs will accept successful completion of the PPE with another Canadian association or order.
- If academic deficiencies are identified during the credentials assessment process, applicants will be assigned technical exams or courses to address them. Demonstration of suitable engineering experience may result in an applicant's exemption from such technical exams or courses.
- Applicants who do not have an engineering degree recognized by APEGs will be assigned three confirmatory exams after any deficiencies have been satisfied. The exams typically comprise two compulsory subjects from the appropriate discipline and one elective. Demonstration of suitable engineering experience may result in an applicant's exemption from these confirmatory exams.

Language Requirements

- Applicants whose first language is not English or who have not completed a university-level degree in English (or who have not taught at an institution where the language of instruction is English) must submit one of the following forms of proof of language competency:
  - A TOEFL score of at least 550 on the paper-based test, 213 on the computer-based test or 79 on the Internet-based test
  - A CanTEST score of at least Band 4.5 on the listening and reading sections and Band 4.0 on the writing section
  - A Canadian Language Benchmark Test score of at least 8 in both listening and reading and 8 in writing
  - Other language tests may also be used if they can be shown to be the equivalent of those listed above.
- Applicants have the opportunity to appeal the language testing requirement.

Fees Associated with the Licensing Process

- PPE fee: $265
- Member-in-Training application fee: $120
- Academic credentials assessment fee: $200
- Professional member application fee: $225 (Member-in-Training application fee deducted)
- Annual professional member licence/membership fee: $300
- Annual Member-in-Training licence/membership fee: $200
- All fees are subject to GST.

Third Parties Involved in the Licensing Process

The EIEAP may be used for initial credentials assessment in a reference capacity. Assessment information from the University of Regina, University of Saskatchewan and other engineering associations or orders may also be used.

Typical Length of the Licensing Process

- The P.Eng. registration process takes approximately six months to one year.
- Once all required documentation has been received, and if no examinations or additional training is required, typical application processing times are:
  - Initial Member-in-Training application: one month for Canadian engineering graduates (program accredited by the CEAB) and two to six months for international engineering graduates
  - Experience report review: maximum of three months
  - PPE: results received within six weeks of writing of examination
  - Professional member application: one month

Internal Review/Appeal Process

- Applicants who have been assigned exams following the evaluation of their academic credentials may request that the ARC consider exemption on the basis of the following:
  - More than five years work experience
- Additional education
- Recognition of additional prior learning (which may require an interview)
- Successful completion of the National Council of Examiners for Engineering and Surveying Fundamentals of Engineering Exam

- If membership or licensing is refused by the Registrar, the applicant may appeal to the APEGS council. The appeal must be made within 30 days of the decision. If membership or licensing is refused by the council, the applicant may appeal the decision to the province's Court of Queen's Bench in Chambers.

**Manitoba**

Regulatory body: Association of Professional Engineers and Geoscientists of Manitoba (APEGM), [www.apegm.mb.ca](http://www.apegm.mb.ca)

**Requirements for Full Registration (P.Eng.)**

- Canadian bachelor's degree in engineering or equivalent
- Minimum of four years of acceptable engineering experience, including one year in a Canadian or equivalent-to-Canadian work environment and 48 hours of professional development and 48 hours of volunteer service
- English language competency
- Successful completion of the Professional Practice Examination (PPE)
- Successful completion of the Professional Practice Test (PPT)
- Good character and demonstration of ethical and professional conduct, based on comments made by applicant's supervisor and other references
- Subscription to and agreement to abide by the code of ethics of the APEGM
- Payment of fees and dues

**Documentation Required**

- Application form
- Official transcripts
- Syllabus or course descriptions
- Engineering Progress Reports (one report for each place of employment)
- All original degrees or diplomas
- Passport, citizenship card or driver's licence
- Proof of English language competency
- References from two or three APEGM members with knowledge of the applicant's work

**Credentials Assessment (Third Party and/or Internal)**

- Credentials assessment is conducted by the Academic Review Committee of the APEGM. The committee assesses credentials against a syllabus developed by the Canadian Engineering Qualifications Board to determine equivalency to a program accredited by the Canadian Engineering Accreditation Board.
- The credentials assessment process makes provision for the applicant to meet with an assessment officer personally, to present the required documentation and to ensure it is clear and understandable to the reviewer. (This meeting is recommended but not required.)

**Academic/Program Requirements**

Applicants must have a four-year Canadian bachelor's degree in engineering or the equivalent.

**Work Experience Requirements**

- Applicants must have a minimum of four years of acceptable engineering experience under the direct supervision of a professional registered engineer or, in specific cases and with the permission of the APEGM, by a mentor engineer. More than four years may be required if the quality of the work is not deemed high enough or if the work does not show progression. Both the applicant and the supervisor must submit progress reports describing the experience.
Acceptable experience is evaluated against four criteria:
  - Currency
  - Demonstration of progression in complexity and responsibility
  - Inclusion of the application of theory
  - Exposure to or experience with practical experience, management of engineering, communication skills, awareness of the social implications of engineering, and professional and ethical responsibilities

The four years of acceptable engineering experience must include one year of work experience in a Canadian work environment.

Forty-eight hours of professional development and 48 hours of volunteer service are also required to satisfy the Pre-registration Program/Engineer-in-Training requirements.

Examinations
  - If academic deficiencies are identified during the credentials assessment process, applicants will be assigned technical exams. Applicants who have more than 10 years of current engineering experience may be offered an interview to determine if any exams can be waived.
  - All applicants must pass the PPE.
  - At the Pre-registration/Experience Review stage, applicants must write the PPT. This is an open-book, true-or-false quiz on engineering in Manitoba, covering the Engineering and Geoscientific Professions Act, bylaws and code of ethics of the APEGM.

Language Requirements
Applicants who did not receive their academic training in English must provide proof of a Canadian Language Benchmark score of 8.

Fees Associated with the Licensing Process
  - Academic assessment fee: $400
  - Engineer-in-Training enrolment fee (includes annual dues of $130): $265
  - Professional registration fee (includes annual dues of $274): $407
  - Examination fee: $300 per exam
  - Temporary licence fee: $475
  - Engineering report reader's fee: $240
  - Interview fee: $500. (Applicants who have more than 10 years experience may be offered an interview to determine if any exams can be waived.)

Third Parties Involved in the Licensing Process
The APEGM does not use third parties.

Typical Length of the Licensing Process
  - If applicants have completed the four years of acceptable engineering experience and have met all the other requirements with no examinations having been assigned, the registration process takes a minimum of five to six months.
  - Credentials assessment usually takes approximately four weeks after all supporting documentation has been received. Applicants receive notice of the result within two weeks.

Internal Review/Appeal Process
Applicants may appeal any decision by written submission to the APEGM.

Quebec

Regulatory body: Ordre des ingénieurs du Québec (OIQ), www.oiq.qc.ca

Requirements for Full Registration (P.Eng.)
A bachelor's degree in engineering from an accredited institution in Quebec, or the equivalent
A minimum of three years of acceptable engineering experience, including one year in a Canadian environment
Adequate knowledge of French
Successful completion of the Professional Examination (PE)

Documentation Required

- Application form
- Proof of French competence, as demonstrated by transcripts showing three years of full-time secondary or postsecondary studies in the language, or pass standing on the French exam administered by the Office québécois de la langue française (OQLF)
- Copy of birth certificate
- A recent certified passport-size photo
- All university degrees (or certification) supporting the application
- All official transcripts
- Descriptions of courses, if requested
- Detailed summary and certifications of relevant work experience since the completion of studies leading to the engineering degree
- Certifications of participation in training or professional development activities since the award of the engineering degree

Credentials Assessment (Third Party and/or Internal)
Credentials assessment is undertaken by the OIQ at the stage of application for Junior Engineer status.

Academic/Program Requirements
Applicants must have an engineering degree from an accredited institution in Quebec, or the equivalent.

Work Experience Requirements
- Applicants must complete three years of work experience under the direct supervision of an engineer.
- At least one year of the three must be completed in Canada. Work experience will be considered equivalent to experience in Canada if it meets all of the following conditions:
  - The experience was acquired while employed by a company of which the head office or the parent company's head office is in Canada.
  - The experience was acquired under the immediate control and supervision of a member of a Canadian association of professional engineers having full rights to practise.
  - The applicant demonstrates to the evaluator of experience a good knowledge of local Canadian conditions, notably with regard to legislation, standards, economy, climate, resources and technology.
- Experience is assessed according to the manner in which it enables the candidate to do all of the following:
  - Carry out activities related to the subject matter in the degree held
  - Solve problems requiring the application of engineering sciences in at least one of the following areas: research, development, design, production, construction, installation, maintenance, technical sales and marketing
  - Participate in one or more of the following: applying the financial, economic, regulatory and legal aspects of engineering; managing and leading a technical team; solving industrial or environmental problems; solving more complex problem-solving activities while taking on increasing responsibilities

Note: Only work experience acquired after candidates have passed all the qualifying examinations necessary to obtain their permits will be taken into account toward the three years.

Examinations
- Confirmatory or qualifying examinations may be assigned after the assessment of the applicant's academic credentials.
  - Confirmatory exams (as many as five) are generally required for applicants with an undergraduate degree in
engineering not recognized by the OIQ.

- Qualifying exams are generally recommended for applicants with an undergraduate degree in sciences or technology.

- All candidates must pass the PE. There is no minimum amount of experience required to write the PE; applicants are encouraged to write it once they have met the academic requirements (i.e., obtained the Junior Engineer’s permit).

- The exam may be written in English or French. While it tests the candidate's knowledge of laws relating to the engineering profession in Quebec, it is described as "meeting the conditions of all other Canadian associations in order to facilitate the mobility of engineers in and out of the province."

### Language Requirements

- The language requirements for an individual applying for registration in any profession in Quebec are the same, as dictated by the province's Charter of the French Language. Applicants must demonstrate competence in French with at least three years of full-time secondary or postsecondary studies in the language, or by passing the OQLF exam (offered free of charge).

- Applicants who have met all other requirements for licensing may be granted a temporary permit for one year, which is renewable up to three times. They must pass the OQLF exam during this period.

### Fees Associated with the Licensing Process

- **Annual professional dues:** $276.54 ($191.89 for Engineer-in-Training, second and third years) plus $28.30 as a contribution to the Office des professions du Québec

- **Annual professional liability insurance fee:** $13.24

- **Application review fee:**
  - Graduates of recognized Quebec programs or programs accredited by the Commission des titres d'ingénieur (France): $135.45
  - Graduates of programs outside Quebec accredited by the Canadian Engineering Accreditation Board or by a Washington Accord signatory: $507.94
  - Graduates of other engineering programs: $790.13
  - Graduates of non-engineering programs in science or technology: $3,386.25

- **Junior Engineer enrolment fee** $327.34, including experience evaluation and PE

- **Examination fee:** $270.90

### Third Parties Involved in the Licensing Process

The OIQ does not use third parties.

### Typical Length of the Licensing Process

The typical length of the registration process is 42 to 48 months.

### Internal Review/Appeal Process

- If recognition of a diploma or training equivalence is refused or if recognition is conditional upon passing the required examinations, applicants may request a hearing with the OIQ to review its decision.

- Applicants who fail a training or confirmatory examination may ask to have the grade reviewed.

- If the OIQ refuses to recognize an applicant's engineering experience or to issue certification that the sponsorship activity was successfully completed, the applicant may request a review of the decision.

- Reviews of grades on the PE may also be requested.
6. LAWYERS

Comparison

This table is accurate as of January 2010 and compares the requirements for full registration. Applicants may be able to practise under other types of licence. Check the regulatory bodies’ websites for the most complete and up-to-date information.

<table>
<thead>
<tr>
<th>Entry-to-Practice Requirements: Lawyers</th>
<th>Ontario</th>
<th>British Columbia</th>
<th>Alberta</th>
<th>Saskatchewan</th>
<th>Manitoba</th>
<th>Quebec</th>
</tr>
</thead>
<tbody>
<tr>
<td>Canadian bachelor of laws (LLB) or juris doctor (JD) degree or Certificate of Qualification from NCA</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
</tr>
<tr>
<td>Quebec civil-law degree or equivalent</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>✓</td>
<td></td>
</tr>
<tr>
<td>Good character</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
</tr>
<tr>
<td>Canadian citizenship or permanent residency</td>
<td></td>
<td></td>
<td></td>
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<tr>
<td>Length of articling term</td>
<td>10 months</td>
<td>9 months</td>
<td>12 months</td>
<td>12 months</td>
<td>12 months</td>
<td>6 months</td>
</tr>
<tr>
<td>Maximum possible reduction in articling term</td>
<td>10 months</td>
<td>5 months</td>
<td>12 months</td>
<td>0</td>
<td>6 months</td>
<td>6 months</td>
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<tr>
<td>Length of bar admission course</td>
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<td>12 months</td>
<td>12 months</td>
<td>4 months</td>
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<td>Bar admission course can be concurrent with articling term</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
</tr>
<tr>
<td>Possibility of exemption from bar admission course</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
</tr>
<tr>
<td>Number of formal licensing examinations</td>
<td>2</td>
<td>2</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>1</td>
</tr>
<tr>
<td>Formal assessment of language proficiency (languages accepted)</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>✓ (Fr)</td>
</tr>
<tr>
<td>Typical length of registration process</td>
<td>11 to 11.5 months</td>
<td>11.5 months</td>
<td>12 months</td>
<td>12 months</td>
<td>12 months</td>
<td>10 to 14 months</td>
</tr>
</tbody>
</table>
British Columbia

Regulatory body: Law Society of British Columbia (LSBC), www.lawsociety.bc.ca

Requirements for Full Registration

- A Canadian LLB degree or National Committee on Accreditation (NCA) Certificate of Qualification
- Completion of the 12-month Law Society Admission Program (LSAP), which includes:
  - Nine months of articling under a principal
  - A 10-week Professional Legal Training Course (PLTC), which requires successful completion of two qualifications examinations, four skills assessments and various assignments and exercises
- Good character and repute, fitness to practise: All prospective applicants for call and admission to the bar are screened by LSBC staff in respect of this requirement. Such screening could include investigation of any criminal charges, financial difficulties, drug or alcohol abuse, treatment for serious illnesses or any other factors that may affect an applicant's character or fitness for practice.

Documentation Required

For Enrolment in LSAP

- Enrolment application form
- Articling agreement
- Articling skills and practice checklist
- Official transcript for LLB degree or NCA Certificate of Qualification

For Enrolment as a Lawyer

- Petition for call and admission
- Declaration of the principal
- Declaration of the applicant
- A joint report of the principal and the applicant certifying completion of their obligations under the articling agreement
- A completed questionnaire
- Written consent for the release of relevant information to the LSBC
- An errors and omissions insurance application or exemption form

For Application for Reduction of Articling Term

- Written request for a reduction
- Written confirmation that the principal has agreed to the reduction
- Original certificate of good standing (issued within the last six months), forwarded directly from the home law society
- Original letters from employers, colleagues or judges verifying the applicant's precise periods of legal employment and detailing in full, with specific examples, the type of practice experience obtained

For Application for Exemption from the PLTC

- Written request for exemption, including specification of the portions of the PLTC from which the applicant wishes to be exempted
- Written confirmation that the principal agrees to the exemption
- Original certificate of standing from the home law society or governing body
- Original letters from employers, colleagues or judges verifying the applicant's precise periods of legal employment and detailing in full, with specific examples, the type of practice experience obtained
- Confirmation of whether the applicant completed a bar admission course in the home jurisdiction and, if so, the content of the course completed and the applicant's marks
Credentials Assessment (Third Party and/or Internal)
The LSBC uses the National Committee on Accreditation to assess the credentials of applicants who obtained their law degree outside of Canada or in Quebec in the Civil Code. The LSBC does not undertake any credentials evaluation itself. The LSBC also has no contact with the NCA on individual applications and will not overrule a decision of the NCA or waive the requirements for a Certificate of Qualification in lieu of a Canadian LLB.

Academic/Program Requirements
- All applicants must have a Canadian LLB degree or NCA Certificate of Qualification.
- All applicants must also complete the PLTC. Applicants may not enrol in the program until they have a degree or NCA certificate. The course is 10 weeks long, full-time (Monday to Friday, 9-3:30, with exceptions for practice and assessment days). The course teaches students about the practice of law and focuses on these three areas:
  - Knowledge (civil litigation, commercial, company, creditors' remedies, criminal procedure, family, real estate, estates, law office management)
  - Skills (advocacy, writing, interviewing, drafting, legal research, alternative dispute resolution [mediation], problem solving)
  - Attitudes (ethical issues)
- The PLTC requires successful completion of two qualifications examinations, two written skills assessments (an opinion letter and a contract), two oral skills assessments (advocacy and client interviewing) and various assignments and exercises.

Note: Applicants may be exempt from some or all of the PLTC if they have completed a bar admission course in another Canadian jurisdiction, or they have engaged in the active practice of law in a common-law jurisdiction outside of Canada for at least five full years.

Work Experience Requirements
- All applicants must complete nine months of full-time articling under the supervision of a principal. In British Columbia a principal is a lawyer who has been practising in Canada for at least seven of the 10 years immediately preceding the articling start date and who has been working full-time for three of the five years immediately preceding the articling start date.
- The articling period may be reduced if the applicant has completed a clerkship or has completed articles in another Canadian jurisdiction, or holds professional legal qualifications in a foreign common-law jurisdiction outside Canada and has been in the active practice of law in that jurisdiction for at least one full year.
- The articling term may be reduced by up to one month for each full year of active practice experience in another jurisdiction, up to a maximum reduction of five months.
- Candidates may apply to undertake their articling on a part-time basis. The proposed articling term must be a continuous period that will give the student work experience equivalent to the regular nine-month articling period, and the articles must be completed within two years of the articling start date.

Examinations
At the end of the PLTC, applicants must pass the two qualifications examinations based on course materials. Both exams include issues in professional responsibility, practice management and taxation. The first exam covers commercial law, company law, real estate and estates; the second exam covers civil litigation, family law, creditors' remedies and criminal procedure.

Language Requirements
The LSBC does not require a formal assessment of language competency or proof thereof. However, all internationally trained candidates for admission must pass the bar examinations, which are time limited and call for both short- and long-version written responses in English. Most internationally trained candidates must also pass two written skills assessments (an opinion letter and a contract) and two oral skills assessments (advocacy and client interviewing). In the skills assessments, proficiency in the English language is required to obtain a passing grade. In the examinations and skills assessments, candidates do not receive special allowances on the basis of English being other than their first language.

Fees Associated with the Licensing Process
• Admission program enrolment fee: $250
• Call and admission fee: $200
• Practice fee: $1,633.50 (subject to being prorated)
• Special compensation fund fee: $150
• Lawyers’ insurance fund fee: $1,400 (where applicable, and subject to being prorated)
• Professional Legal Training Course fee: $2,250 (for second attempt: $3,500, subject to reduction to $2,250 on compassionate grounds)
• Qualifications examinations fee: no fee for first attempt; $50 fee for rewrite

Third Parties Involved in the Licensing Process
The NCA evaluates the legal training and professional experience of persons with international or non-common-law legal credentials.

Typical Length of the Licensing Process
• The typical length of the licensing process is 11.5 months (nine months of articling and 10 weeks for the PLTC).
• Applicants who are eligible for a reduction in the nine-month articling term may see the process reduced by up to five months. Those who are exempt from all or some portions of the PLTC may see it reduced further.
• Applicants who undertake their articling on a part-time basis may take up to two years for the process.

Internal Review/Appeal Process
• If applicants fail the PLTC (the assignments, assessments and/or examinations), they may apply to the Credentials Committee for a review of their failed standing (in writing, within 21 days of the decision). The Credentials Committee is appointed by the president of the LSBC and consists of a chair and a vice-chair (both of whom are benchers, that is, members of the board of directors) and other benchers and lawyers. The Credentials Committee may then do one of the following:
  o Confirm the failed standing
  o Grant a student an adjudicated pass in a training course examination, assignment or assessment, with or without conditions
  o Require a student to complete further examinations, assignments or assessments, and to pass them at a standard set by the committee
  o Require a student to complete or repeat and pass all or a portion of the training course
  o Require a student to complete a specified program of training at an educational institution or under the supervision of a practising lawyer, or both

• The Executive Director receives all applications for call and admission to the bar and either authorizes the call and admission or refers the application to the Credentials Committee if there are concerns about the fitness and character of the candidate. The Credentials Committee then authorizes the call and admission, authorizes it with conditions or limitations, or orders a hearing.
  o If the committee authorizes with conditions or limitations, the applicant may apply to the Executive Director to have the conditions or limitations varied or removed. Note, however, that the Executive Director refers the application back to the Credentials Committee for a decision.
  o If hearings are ordered, they are conducted before a panel, and the panel may grant the application, grant it subject to conditions and limitations, or reject it. If the panel imposes conditions and limitations or rejects the application, the applicant may request a review of that decision from the benchers or members of the board of directors. That decision of the benchers may also subsequently be appealed to the province’s Court of Appeal.

Alberta
Regulatory body: Law Society of Alberta (LSA), www.lawsocietyalberta.com

Requirements for Full Registration
• A Canadian common-law degree or National Committee on Accreditation (NCA) Certificate of Qualification
Completion of a 12-month articling term under an approved principal
Completion of the Canadian Centre for Professional Legal Education (CPLED) program, consisting of nine competency evaluations and various assignments
Good character and repute

Documentation Required

For Enrolment as a Student-at-Law

- Application form (includes disclosure of information relating to character and repute, e.g., convictions, suspensions, disciplinary actions)
- Certificates of character and reputation (completed by two persons who have known the candidate for more than two years)
- Education plan
- Articles of clerkship
- Last page of articling manual (completed by principal)
- Certificate of standing from each governing body of which the candidate has been a member
- Official law school transcripts, including conferral of law degree
- Proof of name change, if applicable

For Enrolment as a Lawyer

- Certificates of character and reputation
- Certificate of student-at-law
- Certificate of principal
- Application for professional liability insurance
- Official law school transcript (if not previously submitted)
- Other forms or documents as necessary (Membership Services will determine if any supplemental documents are required to complete the application)

Credentials Assessment (Third Party and/or Internal)
The LSA uses the NCA to assess the credentials of applicants who obtained their law degree outside of Canada or in Quebec in the Civil Code. The LSA does not undertake any credentials evaluation itself. The LSA also has no contact with the NCA on individual applications and will not overrule a decision of the NCA or waive the requirements for a Certificate of Qualification in lieu of a Canadian common-law degree.

Academic/Program Requirements

- All applicants must have a Canadian common-law degree or NCA Certificate of Qualification.
- All candidates must also complete the CPLED program. Candidates must be registered as students-at-law in order to participate in the CPLED program. The face-to-face sessions are offered twice annually in Calgary and Edmonton.
- The CPLED program requires candidates to demonstrate competency in lawyering skills, practice and management skills, ethics and professionalism and legal knowledge. It consists of eight modules where students must research, analyze, write, draft, debate, present and discuss a number of real-life situations. There are five online modules (debtor/creditor law; family law/wills and estates; real estate; business law; civil litigation) and three one-week-long face-to-face modules (oral argument; interviewing; negotiation; advocacy).
- The CPLED program involves 14 voluntary assignments and nine mandatory competency evaluations. Assignments and competency evaluations will be assessed as “Competency Demonstrated” or “Competency Not Yet Demonstrated.” Full-time attendance, participation, professional conduct and academic integrity are also mandatory to obtain a pass in the program. Candidates who do not pass a requirement may attempt it one more time. The maximum number of supplemental attempts for all competency evaluations is three, in total.
- After being admitted as students-at-law, internationally trained applicants with an NCA Certificate of Qualification may apply for a modification or waiver of the CPLED program.
Work Experience Requirements

- All applicants must complete 12 months of full-time articling under the supervision of a principal. A principal in Alberta is a lawyer who is a member of the LSA and has been practising for no less than four years prior before the commencement of the articling term.
- If applicants choose to article under a judge or court, they must complete a 15-month term, and at least five months must be served in a law firm setting.
- Five of the seven following areas must be covered and supervised by the principal during the articling term: real estate, civil litigation, criminal law, family law, business law, wills and estates law, administrative law.
- Candidates may apply to undertake their articling on a part-time basis. The articles must be completed within the two-year period immediately preceding submission of the application for enrolment.
- Applicants with an NCA Certificate of Qualification may apply for an exemption or a reduction in the length of the articling once they are approved to commence articling.

Examinations

There are no formal bar examinations. Examinations may, however, form part of the required activities involved in the modules for the CPLED program, along with assignments, exercises and competency evaluations.

Language Requirements

The LSA does not require an assessment of language competency or proof thereof.

Fees Associated with the Licensing Process

- Student-at-law application fee: $168 (non-refundable)
- Student-at-law admission fee: $399
- Bar admission program (CPLED) fee: $2,679.60
- Fee for appeal of failed requirements in CPLED: $100

Third Parties Involved in the Licensing Process

- The NCA evaluates the legal training and professional experience of persons with international or non-common-law legal credentials.
- The Legal Education Society of Alberta delivers the CPLED program on behalf of the LSA.

Typical Length of the Licensing Process

The articling term is 12 months long and the bar admission course is undertaken concurrently. Once the candidate has submitted a complete application for enrolment as a member, 30 days are required to process the application and issue the admission documents. Once the LSA issues the admission documents, candidates must make arrangements with the courts to be called to the bar, and the time required for this varies. (Calls to the bar are done on an individual basis in Alberta.)

Internal Review/Appeal Process

- The Executive Director considers each application for admission and enrolment. If an application is not approved, the Executive Director notifies the applicant of the right of appeal to the Registration Committee.
- Candidates who receives non-pass marks on mandatory requirements for the CPLED program may apply for re-marking. If the non-pass still stands, they may attempt the requirement again. If they still do not pass, they may appeal the failed requirement if they feel there have been extenuating circumstances and they have exhausted the maximum number of supplemental attempts to pass. They must appeal in writing to the Executive Director within 14 days of receiving their grades.
- Candidates may also appeal the following with respect to the CPLED program: a denial of admission, a suspension or expulsion, or an inability to repeat the program.

Saskatchewan

Regulatory body: Law Society of Saskatchewan (LSS), www.lawsociety.sk.ca
Requirements for Full Registration

- A Canadian LLB degree or National Committee on Accreditation (NCA) Certificate of Qualification
- Completion of a 12-month articling term under a principal
- Completion of the Canadian Centre for Professional Legal Education (CPLED) program, including competency evaluations and assignments
- Good character and repute

Documentation Required

For Admission as a Student-at-Law

- Application form (includes disclosure of information relating to character and repute, e.g., convictions, suspensions, disciplinary actions)
- Birth certificate or other satisfactory evidence of age (original or notarized copy)
- Proof of Canadian citizenship or permanent residency (original or notarized copy)
- Testimonials of character and reputation (completed by two persons who have known the candidate for more than three years)
- Proof of completion of at least two years toward a degree from a common-law faculty in a Canadian university, or an NCA Certificate of Qualification
- For an applicant who was previously admitted as a student-at-law in another province, a document stating the particulars of the experience
- Certificate of Standing from any governing body in Canada of which the candidate is a member, along with a document stating the particulars of the experience
- Any other information and documents required by the Legal Profession Act or the LSS Rules that is requested

For Admission as a Lawyer

- Application form (includes disclosure of information relating to character and repute, e.g., convictions, suspensions, disciplinary actions)
- Affidavit completed by the principal or supervising justice (if the candidate served as a law clerk)
- Affidavit of attendance in the CPLED program
- Any other information and documents required by the Legal Profession Act or the LSS Rules that is requested

Credentials Assessment (Third Party and/or Internal)

The LSS uses the NCA to assess the credentials of applicants who obtained their law degree outside of Canada or in Quebec in the Civil Code. The LSS does not undertake any credentials evaluation itself. The LSS also has no contact with the NCA on individual applications and will not overrule a decision of the NCA or waive the requirements for a Certificate of Qualification in lieu of a Canadian LLB.

Academic/Program Requirements

- All applicants must have a Canadian LLB degree or NCA Certificate of Qualification.
- All applicants must also complete the CPLED program. The course consists of eight modules, five online and three face-to-face. The latter are each one week long. Modules 1 to 4 may be completed before candidates have secured an articling position, but before undertaking modules 5 to 8 candidates must have secured a position.
- The three face-to-face sessions are offered once a year in one location, either Regina or Saskatoon.
- Candidates must demonstrate competency on all assignments and competency evaluations in the following skills areas: problem solving, legal research, writing, drafting, interviewing and advising, advocacy, dispute resolution, personal practice management, office management, ethics and professionalism. Assignments and competency evaluations will be assessed as "Competency Demonstrated" or "Competency Not Yet Demonstrated." If the latter standing is attained on anything, the candidate must complete a supplemental competency evaluation at the end of the CPLED program.
- Obtaining a pass in the program involves all of the following: attending all face-to-face modules, participating fully in all online modules, submitting all competency evaluations and assignments on time and attaining "Competency Demonstrated" on all competency evaluations and assignments. Candidates who do not pass the program may
The CPLED program and articling must be completed within two years of commencement of the program or the articling term, whichever comes first.

Currently the LSS does not have a policy for exemptions from the CPLED program for applicants who were engaged in the active practice of law in a common-law jurisdiction outside of Canada. However, the LSS will be working to develop further policy in this area, so exemptions may become available in the future.

Work Experience Requirements

- All applicants must complete 12 months of full-time articling under the supervision of a principal. A principal in Saskatchewan is a lawyer who is a member of the LSS and has been engaged in full-time active practice for no less than five years before the commencement of the articling term.
- Candidates may apply to undertake their articling on a part-time basis. The articles must be completed within two years of the articling start date.
- Currently the LSS does not have a policy that provides for any reduction in the articling period for applicants who hold professional legal qualifications in a foreign jurisdiction and have practice experience. The LSS will be working to develop further policy in this area so reductions may become possible at some point.

Examinations

There are no formal bar examinations. Examinations may, however, form part of the required activities involved in the modules for the CPLED program, along with assignments, exercises and competency evaluations.

Language Requirements

The LSS does not require an assessment of language competency or proof thereof.

Fees Associated with the Licensing Process

- Student-at-law admission application fee: $100
- Articling fee: $100
- Bar admission program (CPLED) fee: $2,200
- Lawyer admission application fee: $100
- Lawyer admission fee: $100
- Active member annual fee: $1,615

Third Parties Involved in the Licensing Process

- The NCA evaluates the legal training and professional experience of persons with international or non-common-law legal credentials.
- Saskatchewan Legal Education Society Inc. delivers the CPLED program on behalf of the LSS.

Typical Length of the Licensing Process

- The articling term is 12 months long and the bar admission course is undertaken concurrently.
- Applicants who undertake their articling on a part-time basis can take up to two years for the process.

Internal Review/Appeal Process

- The Executive Director receives all applications for admission as a student-at-law and for admission as a lawyer. The Executive Director grants the application, refuses the application or refers the application to the Admissions and Education Committee. The committee then either makes a decision or orders a hearing.
- When refusing applications, the Executive Director must notify applicants and provide reasons for refusal, and inform the applicants of their right to appeal for review to the benchers.
- If applicants do not successfully complete the CPLED program and are required to repeat it, they may apply to the Executive Director for a review within 14 days of receiving their grades. The Executive Director may require them to repeat the program or assign them supplemental competency evaluations and examinations.
Requirements for Full Registration

- A Canadian common-law LLB degree or National Committee on Accreditation (NCA) Certificate of Qualification
- Completion of a 52-week articling term under an approved principal
- Completion of the Canadian Centre for Professional Legal Education program (CPLED), including competency evaluations and assignments
- Proof of good moral character and of being a fit and proper person

Documentation Required

Note: Applicants who are unable to meet any of the documentation requirements are directed to contact the Admission and Membership Department to discuss possible alternatives.

For Admission to the CPLED Program and as an Articling Student

- Application form (includes disclosure of information relating to character and repute, e.g., convictions, suspensions, disciplinary actions)
- Original official transcripts from each postsecondary institution attended, showing conferral of degrees and final marks
- National criminal records check (RCMP, fingerprint-based)
- CPLED program education agreement
- Articling agreement
- Education plan
- Original character reference from one person who has known the applicant for at least five years

For Enrolment as a Lawyer

- Certificate of completion of articles
- Application and petition for call and admission
- Final assessment of education plan

Credentials Assessment (Third Party and/or Internal)

The LSM uses the NCA to assess the credentials of applicants who obtained their law degree outside of Canada or in Quebec in the Civil Code. The LSM does not undertake any credentials evaluation itself. The LSM also has no contact with the NCA on individual applications and will not overrule a decision of the NCA or waive the requirements for a Certificate of Qualification in lieu of a Canadian common-law LLB.

Academic/Program Requirements

- All applicants must have a Canadian common-law LLB degree or NCA Certificate of Qualification. Candidates with a Canadian common-law degree or Certificate of Qualification dated more than six years before the date of application must be approved by the Chief Executive Officer of the LSM.
- All candidates must also complete the CPLED program. The program is divided into five online and three face-to-face modules. The face-to-face modules are each one week long and are offered once a year.
- Candidates must demonstrate competency on all competency evaluations in the following skills areas: problem solving, legal research, writing, drafting, interviewing and advising, advocacy, negotiating, personal practice management, office management, ethics and professionalism. Assignments and competency evaluations will be assessed as "Competency Demonstrated" or "Competency Not Yet Demonstrated." If the latter standing is attained on a competency evaluation, the candidate must complete a supplemental competency evaluation at the end of the CPLED program.
- Obtaining a pass in the program involves all of the following: attending all face-to-face modules, participating fully in all online modules, submitting all competency evaluations and assignments on time and attaining "Competency Demonstrated" on all competency evaluations. If "Competency Not Yet Demonstrated" is attained on an assignment, the assignment must be repeated. If "Competency Not Yet Demonstrated" is attained on a competency evaluation, the candidate must complete a supplemental competency evaluation at the end of the program.
Candidates who have completed a bar admission program in another Canadian jurisdiction may be allowed to complete qualifications assessments or examinations in place of completing all or a portion of the CPLED program. There is no policy on exemptions for applicants with practical experience obtained outside of Canada. Requests are considered on a case-by-case basis.

**Work Experience Requirements**

- All candidates must complete a 52-week articling term under an approved principal. A principal in Manitoba is a lawyer who is a member of the LSM and has been practising for no less than three years before the commencement of the articling term.
- Candidates may apply to undertake the articling term on a part-time basis. Articles must be completed within two years of the articling or CPLED start date, whichever comes first.
- Candidates may have their articling term reduced by up to six months for time served articling or clerking in another Canadian jurisdiction. There is no policy on reductions for applicants with practical experience obtained outside of Canada. Requests are considered on a case-by-case basis.

**Examinations**

There are no formal bar examinations. Examinations may, however, form part of the required activities involved in the modules for the CPLED program, along with assignments, exercises and competency evaluations.

**Language Requirements**

The LSM does not require an assessment of language competency or proof thereof.

**Fees Associated with the Licensing Process**

- Application fee for registration as a law student: $31.50
- Admission and CPLED program fees: $1,470
- Call to the bar fee: $498.78
- Call to the bar fee for transfer applicants: $500
- Transfer application fee (if applicable): $157.50

**Third Parties Involved in the Licensing Process**

The NCA evaluates the legal training and professional experience of persons with international or non-common-law legal credentials.

**Typical Length of the Licensing Process**

- The articling term is 52 weeks long and the bar admission course is usually undertaken concurrently.
- Applicants who undertake their articling on a part-time basis will require up to two years for the process.
- All of the following applications are usually processed within 30 days after receipt by LSM of all the required documentation and fees:
  - Admission as a law student
  - Approval for call to the bar
  - Admission as a CPLED student
  - Abridgement of articles (must successfully complete CPLED before applying)
  - Credit for articles served elsewhere

**Internal Review/Appeal Process**

- If an application for admission as a student or as a lawyer is not approved or conditions are imposed, reasons will be provided in writing. All registration decisions may be appealed within 14 days. The appeals are reviewed by the Admission and Education Committee, and applicants may request an oral hearing. The person who made the original decision will not participate in the appeal decision.
- Candidates who do not obtain a standing of "Competency Demonstrated" on one of the evaluations for the CPLED program will be assigned a supplemental evaluation or examination. If they still do not pass, they may appeal the
grade to the committee within 14 days. They also have the opportunity to retake the program twice.

Quebec

Regulatory body: Barreau du Québec, www.barreau.qc.ca

Requirements for Full Registration

- Degree in Quebec civil law or the equivalent
- Completion of the Professional Training Program of the Quebec Bar School (École professionelle du Barreau du Québec), including written evaluations and a final evaluation
- Completion of a six-month articling term under supervision
- Competency in the French language
- Good character and repute

Documentation Required

For Recognition of Diploma or Training Equivalence (for all those educated outside Quebec)

All documents must be original or certified copies. Notarized translations must be provided for documents in a language other than French or English.

- Application form
- School records including course descriptions, the number of related credits or hours and grades
- Diplomas obtained
- Police certificate
- Certification of participation in a training session or any activity of continuous professional training and development in the field of law
- Official proof of the right to practise the profession outside Quebec (permit, certificate of registration or licence)
- Certification of relevant work experience in the field of law
- Birth certificate
- Recent photograph, with signature
- Applicable fees

Credentials Assessment (Third Party and/or Internal)

- Applications for recognition of diploma or training equivalence and the credentials included are assessed by the Equivalences Committee of the Barreau du Québec.
- The Equivalences Committee considers the following in assessing equivalence: total years of schooling in law, nature and content of courses, diplomas obtained, training sessions, nature and duration of work experience and similarity of the law system studied versus Quebec law. Apart from paper documentation, the committee also considers any complementary information provided by applicants, if present in person, during the review of the file.
- The committee will advise applicants of the date on which their application will be reviewed and invite them to present their file in person. The committee will then issue a written decision; in the case of partial recognition, a program of study will be outlined for each applicant to complete in order to become a lawyer and member of the Quebec bar if all the other conditions are met. Courses in the program of study are offered through Quebec university law programs and require the applicant to satisfy admission criteria and pay tuition fees.

Academic/Program Requirements

- All applicants must have a three-year undergraduate degree in Quebec civil law from one of the six recognized Quebec universities or the equivalent.
  - All of the applicant's education and experience are taken into account when determining equivalence. However, university-level studies must include 90 credits, of which 45 must be in civil law, civil procedure, commercial and corporate law, constitutional law, administrative law, criminal law and penal law.
- All applicants who are not members of a law society must successfully complete the training program prescribed by the Equivalences Committee.
Preparatory courses are offered for a four-month period in the fall session only. All applicants are free to take these courses, but some applicants educated outside Quebec may be required to take them. Therefore, after obtaining equivalence, applicants must undergo a diagnostic evaluation that will determine whether the courses are required or not.

The Professional Training Program itself lasts for four months and courses run for four hours a day. The program consists of four thematic and three practical workshops and nine training activities. The program is offered in Sherbrooke, Ottawa, Quebec and Montreal. Candidates must complete two written evaluations, as well as a final two-day evaluation, which includes an objective and development section (first day) and covers all program material (second day). The days are broken into two four-hour sessions.

Candidates may be exempt from the Professional Training Program and the articling term if they are members of law societies in other countries or other provinces in Canada, and if the law societies of which they are members would offer the same exemption to a lawyer from Quebec. To apply for an exemption, the candidate must:
- Apply for recognition of equivalence
- Provide an official document from their law society certifying that they are a member
- Provide an official document from their law society explaining the conditions a Quebec lawyer would have to meet to become a member of that law society and laying out the pertinent statutory provisions

If the committee concludes that reciprocity exists, candidates will be able to become members of the Quebec bar if they obtain a grade of 60 per cent on the four transfer examinations (three for candidates from another Canadian province).

Work Experience Requirements

- All candidates must complete a six-month full-time articling term under the supervision of a recognized training supervisor who has been a member of the Quebec bar for at least five years with no disciplinary files.
- Candidates may not begin articling until they have successfully completed the final evaluation of the professional training program.
- The articling term must be completed within three years of the candidate becoming eligible to article.
- Candidates may be exempted from the articling term under certain conditions.

Examinations

- A final evaluation is included in the Professional Training Program of the Quebec Bar School.
- Candidates applying to be exempt from the Professional Training Program and articling period because of substantial prior practical experience must present all required documentation and write four transfer examinations (three for candidates from another Canadian province) to be considered for registration. A grade of 60 per cent must be obtained on all exams. Once authorized to take the examinations, candidates receive a preparation guide.

Examinations

- A final evaluation is included in the Professional Training Program of the Quebec Bar School.
- Candidates applying to be exempt from the Professional Training Program and articling period because of substantial prior practical experience must present all required documentation and write four transfer examinations (three for candidates from another Canadian province) to be considered for registration. A grade of 60 per cent must be obtained on all exams. Once authorized to take the examinations, candidates receive a preparation guide.

If the candidate fails an exam, it must be rewritten within three years. The Barreau du Québec advises that writing the three or four examinations is demanding and requires upward of three months of study preparation. Most of the material is in French. It is possible to take preparation courses, for which arrangements must be made through the Equivalences Coordinator.

Language Requirements

The language requirements for an applicant for registration in any profession in Quebec are the same, as dictated by the province’s Charter of the French Language. Applicants must demonstrate competence in French with at least three years of full-time secondary or postsecondary studies, or by passing the examination of the Office québécois de la langue française (OQLF). Applicants who have met all other requirements for licensing may be granted a temporary permit for one year, renewable up to three times if candidates are undergoing the Equivalences Committee process and demonstrate that they are doing so. The OQLF examination is offered free of charge.

Fees Associated with the Licensing Process

- Recognition of diploma or training equivalence fee: $1,128.76 (including tax)
- Professional training program fee: $4,695 ($4,005 plus $690 for books and preparatory course) (including tax)

Third Parties Involved in the Licensing Process

The Professional Training Program and articling period are administered by the Quebec Bar School, which is an organ
of the Barreau du Québec, and therefore not a true third party.

**Typical Length of the Licensing Process**

- The Professional Training Program takes four or eight months, depending on whether the candidate takes the preparatory courses, and articling takes six months.
- Applicants will receive a decision on their application for recognition of equivalence within 60 days of the completion of the review. The Equivalences Committee meets every month, and therefore it should take no longer than a month for an application to come to review.

**Internal Review/Appeal Process**

- Applicants who are refused recognition of a diploma or training equivalence, or whose articling period is assessed as not meeting requirements, or who feel their decision was infringed upon may request a hearing with the Barreau du Québec to review the decision. The request for review must be filed within 15 days of receipt of the decision.
- All reviewed decisions may be appealed to Quebec's Tribunal des professions.
# 7. PHYSICIANS & SURGEONS

## Comparison

This table is accurate as of January 2010 and compares the requirements for full registration. Applicants may be able to practise under other types of licence. Check the regulatory bodies’ websites for the most complete and up-to-date information.

<table>
<thead>
<tr>
<th>Entry-to-Practice Requirements: Physicians &amp; Surgeons</th>
<th>Ontario</th>
<th>British Columbia</th>
<th>Alberta</th>
<th>Saskatchewan*</th>
<th>Manitoba</th>
<th>Quebec</th>
</tr>
</thead>
<tbody>
<tr>
<td>Medical degree from an accredited Canadian or US school</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
<td></td>
<td>✓</td>
</tr>
<tr>
<td>Licentiate of the Medical Council of Canada (LMCC)</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
<td></td>
<td>✓</td>
</tr>
<tr>
<td>For family practice&lt;br&gt;• Certification by the College of Family Physicians of Canada (CFPC)</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
<td></td>
<td>✓</td>
</tr>
<tr>
<td>• Postgraduate training required by provincial college or by the CFPC</td>
<td>2 years 2 years 2 years 2 years 2 years 2 years 2 years</td>
<td>2 years 2 years 2 years 2 years 2 years 2 years 2 years</td>
<td>2 years 2 years 2 years 2 years 2 years 2 years 2 years</td>
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<td>2 years 2 years 2 years 2 years 2 years 2 years 2 years</td>
</tr>
<tr>
<td>• Required location of postgraduate training</td>
<td>1 year must be completed in Canada 1 year must be completed in BC 2 years must be completed in Canada 2 years must be completed in Canada</td>
<td>1 year must be completed in Canada 1 year must be completed in BC 2 years must be completed in Canada 2 years must be completed in Canada</td>
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<td>1 year must be completed in Canada 1 year must be completed in BC 2 years must be completed in Canada 2 years must be completed in Canada</td>
</tr>
<tr>
<td>For specialty practice&lt;br&gt;• Certification by the Royal College of Physicians and Surgeons of Canada (RCPSC)</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
<td></td>
<td>✓</td>
</tr>
<tr>
<td>• Postgraduate training required by provincial college or by the RCPSC</td>
<td>4 to 5 years 4 to 5 years 4 to 5 years 4 to 5 years 4 to 5 years 5 to 6 years 5 to 6 years</td>
<td>4 to 5 years 4 to 5 years 4 to 5 years 4 to 5 years 4 to 5 years 5 to 6 years 5 to 6 years</td>
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<td>4 to 5 years 4 to 5 years 4 to 5 years 4 to 5 years 4 to 5 years 5 to 6 years 5 to 6 years</td>
</tr>
<tr>
<td>• Required location of postgraduate training</td>
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<td>1 year must be completed in Canada 1.5 years must be completed in BC 4 years must be completed in Canada</td>
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<td>1 year must be completed in Canada 1.5 years must be completed in BC 4 years must be completed in Canada</td>
</tr>
<tr>
<td>Pass standing on provincial examination</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
<td></td>
<td>✓</td>
</tr>
<tr>
<td>Canadian citizenship or permanent residency</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
<td></td>
<td>✓</td>
</tr>
<tr>
<td>Formal assessment of language proficiency (languages accepted)</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
<td></td>
<td>✓</td>
</tr>
<tr>
<td>Successful interview with college</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
<td></td>
<td>✓</td>
</tr>
<tr>
<td>Province-specific training activity</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
<td></td>
<td>✓</td>
</tr>
<tr>
<td>Typical length of registration process&lt;br&gt;4 to 6 weeks for Canadian graduates; 4 to 6 months for international medical graduates</td>
<td>2 to 3 weeks for Canadian graduates; 6 to 9 months for international medical graduates</td>
<td>Varies</td>
<td>Varies</td>
<td>Varies</td>
<td>2 to 8 weeks</td>
<td>Varies</td>
</tr>
</tbody>
</table>

*The information in this table has not been verified by the College of Physicians and Surgeons of Saskatchewan.

**The College of Physicians and Surgeons of Manitoba does not itself require a medical degree, but it requires either the LMCC or certification by the CFPC or the RCPSC, and a medical degree is required for these.

***The LMCC is required for family practice, but not for specialty practice.
Requirements for Full Registration

- Completion of a medical degree from an accredited Canadian or US medical school or from an acceptable medical school listed in the World Directory of Medical Schools of the World Health Organization or the FAIMER International Medical Education Directory (IMED)
- Canadian citizenship or permanent resident status
- Licentiate of the Medical Council of Canada (LMCC)
  - The LMCC may be replaced by the successful completion of medical licensing examinations in the United States acceptable to the board of the CPSBC.
- Certification by the College of Family Physicians of Canada (CFPC) or by the Royal College of Physicians and Surgeons of Canada (RCPSC)
  - CFPC certification may be replaced by one of the following:
    - Successful completion of the examinations of the American Board of Family Practice and 18 months of practice in British Columbia under supervision satisfactory to the Registration Committee
    - If the applicant is a graduate of a Canadian medical school in 1992 or earlier, evidence of satisfactory completion of one year of internship recognized by the Registration Committee
    - If postgraduate training was completed between 1993 and July 1, 2010, successful completion of a minimum of two years of accredited postgraduate training recognized by the Registration Committee with a basic core of 44 weeks, consisting of eight weeks in each of medicine, surgery, obstetrics/gynecology and pediatrics, and four weeks in each of psychiatry, emergency medicine and family/general practice. One of the two years must be in Canada if the applicant is not a graduate of a Canadian medical school.
    - If the applicant is registered on the temporary register under the former enactment on May 31, 2009, and registered in the provisional class effective June 1, 2009, or approved for such registration before June 1, 2009, completion of five years of general/family practice in British Columbia, and successful completion of an assessment of competency satisfactory to the Registration Committee
  - RCPSC certification may be replaced by completion of all of the following:
    - A residency training program approved by the Accreditation Council for Graduate Medical Education in the applicant's specialty in the United States equal in duration and content to the specialty training requirements of the RCPSC
    - The examinations of the American Board of Medical Specialties in the applicant's specialty
    - 18 months of practice in British Columbia under supervision
    - An assessment of competency satisfactory to the Registration Committee

Documentation Required

- Completed application form
- Evidence of identification, experience, good professional conduct and good character
- Certificate of conduct/standing from the regulatory or licensing authority in each jurisdiction where the applicant is or was registered or licensed to practise (dated within 60 days from the date of the application), certifying the following:
  - The applicant is entitled to practise medicine without conditions.
  - There is no investigation, review or other proceeding under way in that other jurisdiction with reference to the applicant's entitlement.
- Documentary proof for meeting all requirements of the full registration class
- A signed criminal record check consent form
- Proof of professional liability coverage or protection

Credentials Assessment (Third Party and/or Internal)
The CPSBC conducts credentials assessment in-house. Applicants who completed medical education outside Canada must submit copies of their credentials to the Physician Credentials Registry of Canada (PCRC) for primary source verification.

**Academic/Program Requirements**
All applicants must have a medical degree from an accredited Canadian or US medical school, or from an acceptable medical school listed in the World Directory of Medical Schools of the World Health Organization or the IMED.

**Postgraduate Training Requirements**
- A minimum of 12 months of postgraduate training must be completed in British Columbia for family practice. An internship completed prior to 1992 outside of Canada may be accepted if it is satisfactory to the Registration Committee.
- A minimum of 18 months of practice under supervision must be completed in British Columbia for specialty practice.

**Examinations**
The CPSBC does not require any further examinations beyond those required for the LMCC (the MCCEE and the MCCQE, Parts 1 and 2) and for CFPC or RCSPC certification.

**Language Requirements**
The CPSBC requires that applicants be able to speak, read and write English to the satisfaction of the Registration Committee, but it does not formally test for language skills. (As of January 2010, the Registration Committee was considering a requirement for a TOEFL, if the applicant’s primary language of instruction is not English or French.)

**Fees Associated with the Licensing Process**
- PCRC verification fee:
  - one-time account fee of $250 and
  - $100 fee for each of the medical documents submitted for verification
- Full registration fee: $625
- Annual licensing fee: $1,200
- Preliminary assessment of qualifications for licensing: $600

**Third Parties Involved in the Licensing Process**
- The PCRC conducts primary source verification.
- The Medical Council of Canada administers the national exams that assess candidates’ knowledge and skills.
- The RCPSC is the national examining and certifying body for medical and surgical specialists in Canada.
- The CFPC is the national examining and certifying body for family medicine practitioners in Canada.

**Typical Length of the Licensing Process**
The registration process takes approximately two to three weeks for Canadian graduates. For international medical graduates, it usually takes six to nine months; immigration procedures are the delaying factor, not the credentials review.

**Internal Review/Appeal Process**
Applicants dissatisfied with their registration decision may apply to the Health Professions Review Board of British Columbia for a review.

**Alberta**

Regulatory body: College of Physicians and Surgeons of Alberta (CPSA), [www.cpsa.ab.ca](http://www.cpsa.ab.ca)

**Requirements for Full Registration**
- Completion of an acceptable medical degree or osteopathic degree from an accredited Canadian or US medical school, or from an acceptable medical school listed in the FAIMER International Medical Education Directory
(IMED) that has carried on a medical education program for more than 10 years and offers an undergraduate medical training program of at least 48 months in duration

- The Licentiate of the Medical Council of Canada (LMCC) or completion of the United States Medical Licensing Examination (USMLE, minimal pass level on all steps) or the Comprehensive Osteopathic Medical Licensing Examination (COMLEX, minimal pass level on all steps)
- For family practice, certification from the College of Family Physicians of Canada (CFPC) and
  - Successful completion of a family medicine residency in Canada

  or

  - Successful completion of a postgraduate program of medical training outside of Canada of at least 24 months duration containing a minimum of eight weeks each of pediatrics, obstetrics and gynecology, surgery and internal medicine, and eight months of community-based primary care

- For specialty practice, completion of four to five years of postgraduate medical training and certification by the Royal College of Physicians and Surgeons of Canada (RCPSC)

**Documentation Required**

In order to complete the online eligibility review, information from the following documents is required:

- Canadian medical examinations completed, as applicable: LMCC, MCCEE, CCFP, CCFP (EM), FRCP(C), FRCS(C)
- USMLE, COMLEX (minimum pass level on all steps)
- Medical education history
- Documents related to all postgraduate medical training
- Certifications
- Other qualifications
- Practice history
- Medical Identification Number for Canada (MINC) if previously assigned
- Completed application form
- Evidence of identification, experience, good professional conduct and good character
- Certificate of conduct/standing from the regulatory or licensing authority in each jurisdiction where the applicant is or was registered or licensed to practise (dated within 90 days from the date of the application) certifying the following:
  - The applicant is entitled to practise medicine without conditions.
  - There is no investigation, review or other proceeding under way in that other jurisdiction with reference to the applicant's entitlement.
- Proof of professional liability coverage or protection (or signed agreement to obtain before practice)

**Credentials Assessment (Third Party and/or Internal)**

- The CPSA conducts credentials assessment in-house during the eligibility review process.
- Applicants who completed medical education outside Canada must submit copies of their credentials to the Physician Credentials Registry of Canada (PCRC) for primary source verification if they have not been previously verified by the Medical Council of Canada and International Credentials Services and the Federation of State Medical Boards.

**Academic/Program Requirements**

All applicants must have an acceptable medical degree or osteopathic degree from an accredited Canadian or US medical school, or from an acceptable medical school listed in the IMED that has carried on a medical education program for more than 10 years and offers an undergraduate medical training program of at least 48 months in duration.

**Postgraduate Training Requirements**

All applicants for family practice must complete two years of postgraduate training, all of which must be undertaken in Canada. All applicants for specialty practice must complete four to five years of postgraduate training, four of which
Examinations
The CPSA does not require any examinations beyond those required for the certifications listed under "Requirements for Full Registration" above.

Language Requirements
The CPSA does not have any language requirements for registration.

Fees Associated with the Licensing Process
- PCRC verification fee:
  - one-time account fee of $250 and
  - $100 fee for each of the medical documents submitted for verification
- Registration fee for full registration: $600
- Annual licensing fee for full registration: $1,600
- Preliminary assessment of eligibility (eligibility review): $210

Third Parties Involved in the Licensing Process
- The PCRC conducts primary source verification.
- The Medical Council of Canada administers the national exams that assess candidates' knowledge and skills.
- The RCPSC is the national examining and certifying body for medical and surgical specialists in Canada.
- The CFPC is the national examining and certifying body for family medicine practitioners in Canada.

Typical Length of the Licensing Process
The length of the registration process varies greatly, depending on an applicant's individual situation and when the applicant submits the required documentation.

Internal Review/Appeal Process
Applicants dissatisfied with their registration decision may apply to the CPSA for a review.

Saskatchewan

Regulatory body: College of Physicians and Surgeons of Saskatchewan (CPSS), http://www.quadrant.net/cpss

Requirements for Full Registration
Note: As of January 2010, licensing requirements were under review, and there may be significant changes when the review is completed.

- Completion of a medical degree from an accredited Canadian or US medical school or from an acceptable medical school listed in the World Directory of Medical Schools of the World Health Organization or the FAIMER International Medical Education Directory (IMED)
- Licentiate of the Medical Council of Canada (LMCC)
- Certification by the Royal College of Physicians and Surgeons of Canada (RCPSC) or completion of a two-year residency training in family medicine in Canada
- Successful interview with the Registrar's Office, which includes the examination by the office of all the original documents submitted in support of the application
- Professional liability insurance

Documentation Required
- Applicants deemed eligible for licensing after the pre-screening process must present themselves for an interview with the CPSS and bring all of the following original documentation to be examined for authenticity:
  - Original medical degree
- Proof of full registration with a regulatory body acceptable to the CPSS (if a temporary or provisional licence is to be granted on this basis)
- Original documentation from the issuing body of successful completion of the MCCEE, United States Medical Licensing Examination or Federal Licensure Exam (if registration is to be granted on this basis)
- Educational Commission for Foreign Medical Graduates certificate if one has been granted
- Certificate of good standing dated within the past three months from the regulatory body with which the physician was most recently registered and certificates from the regulatory body in each jurisdiction in which the physician has been registered
- A passport-size photograph
- Proof of identity

- For family practice:
  - Any other documentation relevant to the applicant's credentials as a family physician, such as College of Family Physicians of Canada (CFPC) certification, M. Fam. Med. degree, MRCP (GP) certification or board certification
  - Letters from each of the hospitals or training programs in which the physician's postgraduate training took place, stating the disciplines in which the applicant was trained, the time spent in each discipline and evidence of satisfactory performance

- For specialty practice:
  - Original document certifying that the applicant possesses the specialty qualification
  - Letter from the RCPSC certifying that the physician is eligible for certification with the RCPSC

**Credentials Assessment (Third Party and/or Internal)**
- Credentials assessment is conducted by the CPSS during the pre-screening process.
- In certain cases when physicians do not meet all CPSS requirements for postgraduate training, they may be referred to the Clinicians' Assessment and Professional Enhancement (CAPE) program in Winnipeg for a formal assessment of skill, knowledge and judgment. (To be eligible, a physician must be licensed and working in Saskatchewan.)
- Applicants who completed medical education outside Canada must submit the following credentials to the Physician Credentials Registry of Canada (PCRC) for primary source verification of authenticity (over and above their examination by the Registrar's Office at the time of the interview):
  - Medical degree/diploma
  - Postgraduate training certificates
  - Specialty certificates

**Academic/Program Requirements**
All applicants must have a medical degree from an accredited Canadian or US medical school, or from an acceptable medical school listed in the World Directory of Medical Schools of the World Health Organization or the IMED.

**Postgraduate Training Requirements**
Applicants must complete two years of postgraduate training in Canada in a program acceptable to the CPSS for family practice, or for specialty practice they must complete a specialty training program in a program approved by the RCPSC. In some circumstances a clinical assessment of skills and knowledge may be available to physicians whose postgraduate training does not meet these requirements, as an alternative to the postgraduate training detailed above.

**Examinations**
- The CPSS does not require any further examinations beyond those required for the LMCC (the MCCEE and the MCCQE, Parts 1 and 2) and for RCPSC certification.
- In some instances an exemption from the requirement of Medical Council of Canada examinations may be available. This is determined on a case-by-case basis.

**Language Requirements**
The CPSS does not have any language requirements for registration.
Fees Associated with the Licensing Process

- **PCRC verification fee:**
  - one-time account fee of $250
  - $100 fee for each of the medical documents submitted for verification
- **Credentials assessment fee** (refundable if the physician becomes licensed within 12 months after the assessment is completed):
  - No fee for graduates of the University of Saskatchewan
  - $157.50 for graduates from another Canadian university
  - $210 for graduates from outside Canada
- **Registration fee:** $400
- **Annual fee:** $1,250
- **CAPE program:** $4,000

Third Parties Involved in the Licensing Process

- The PCRC conducts primary source verification.
- The Medical Council of Canada administers the national exams that assess candidates’ knowledge and skills.
- The RCPSC is the national examining and certifying body for medical and surgical specialists in Canada.
- The CFPC is the national examining and certifying body for family medicine practitioners in Canada.
- The CAPE program is administered by the Office of Continuing Medical Education at the University of Manitoba.
- Where licensing is based upon a clinical assessment, that assessment is arranged on a case-by-case basis and will generally involve the College of Medicine, University of Saskatchewan.

Typical Length of the Licensing Process

The pre-screening of applications takes several weeks. The time required may be longer if applications are incomplete or if there is a high volume of applications to be processed.

Internal Review/Appeal Process

Applicants dissatisfied with their registration decision are entitled to have that decision reviewed by the Council of the CPSS.

Manitoba

Regulatory body: College of Physicians and Surgeons of Manitoba (CPSM), [www.cpsm.mb.ca](http://www.cpsm.mb.ca)

Requirements for Full Registration

*For general practice*

- Successful interview with the CPSM and one of the following:
  - Licentiate of the Medical Council of Canada (LMCC) and certification by the College of Family Physicians of Canada (CFPC)
  - The LMCC and family medicine certification obtained through an examination administered by the Collège des médecins du Québec

  or

  - The LMCC and two years of postgraduate clinical training acceptable to the CPSM that has been completed in an approved university teaching program, which is a program approved by the Federation of Medical Licensing Authorities of Canada Accreditation Committee, the Royal College of Physicians and Surgeons of Canada (RCPSC) or the CFPC; or a program with a major university affiliation that is listed in the Graduate Medical Education Directory published by the American Medical Association

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Entry-to-Practice Requirements 59
For specialty practice

- Successful interview with the CPSM and one of the following:
  - Certification by the RCPSC
    
  or

  - The LMCC and certification from a member board of the American Board of Medical Specialties
    
  or

  - Specialist certification obtained through an examination administered by the Collège des médecins du Québec

Documentation Required

- A certificate of standing from each jurisdiction in which the applicant has been authorized to practise medicine
- A criminal record check
- Evidence that the applicant "is fit to engage in the safe practice of medicine" (upon request by the CPSM and in accordance with policies established by the Council of the CPSM)
- Application form
- Graduation diploma
- Curriculum vitae
- Documentation of all approved training experiences and medical qualifications listed in the application
- As proof of identity, one of the following: birth certificate, passport, visa, landed status, Canadian citizenship
- Medical school diploma
- Medical school transcript
- Medical licensing/registration certificates from other jurisdictions
- Postgraduate training certificates

Credentials Assessment (Third Party and/or Internal)

Applicants who graduated from a medical program outside Canada and the US must submit the following credentials to the Physician Credentials Registry of Canada (PCRC) for primary source verification of authenticity:

- Medical school diploma
- Medical school transcript
- Medical licensing/registration certificates from other jurisdictions
- Postgraduate training certificates

Academic/Program Requirements

There are no academic requirements beyond what is required for the LMCC or for certification by the CFPC or the RCSPC.

Postgraduate Training Requirements

- All applicants for family practice must have completed a two-year postgraduate clinical training program acceptable to the CPSM. The program must be an approved university teaching program containing a core of eight weeks in each of general medicine, general surgery, obstetrics and gynecology, and pediatrics.
- All applicants for specialty practice must have fulfilled whatever postgraduate training is required for the certification options outlined in "Requirements for Full Registration" above, which totals four to five years.

Examinations

The CPSM does not require any examinations beyond those required for the certifications listed in "Requirements for Full Registration" above.

Language Requirements
The CPSM does not have any language requirements for registration.

Fees Associated with the Licensing Process

- Documentation fee (application): $175
- PCRC verification fee:
  - one-time account fee of $250 and
  - $100 fee for each of the medical documents submitted for verification
- Annual licensing fee: $1,375
- Registration fee: $300

Third Parties Involved in the Licensing Process

- The PCRC conducts primary source verification.
- The Medical Council of Canada administers the national exams that assess candidates' knowledge and skills.
- The RCPSC is the national examining and certifying body for medical and surgical specialists in Canada.
- The CFPC is the national examining and certifying body for family medicine practitioners in Canada.

Typical Length of the Licensing Process

Depending on the time of year, it can take anywhere from two to four weeks to review an application for full registration. The registration process itself takes between two and eight weeks.

Internal Review/Appeal Process

An applicant who is refused registration may request an appeal of the Registrar's decision to the Council of the CPSM. The council may confirm or vary the decision of the Registrar.

Quebec

Regulatory body: Collège des médecins du Québec (CMQ), www.cmq.org

Requirements for Full Registration

- A medical degree from Quebec or one recognized as equivalent
  - The CMQ accepts the following as equivalent: degrees from any faculty accredited by the Association of Faculties of Medicine of Canada (AMFC) or the Liaison Committee on Medical Education (LCME), and from any other school or faculty listed in the World Directory of Medical Schools of the World Health Organization or the FAIMER International Medical Education Directory (IMED). Candidates holding a degree granted by a medical school not accredited by AMFC or LCME must pass examinations, as determined by the CMQ board (see "Academic/Program Requirements" below).
- Post-doctoral training at one of Quebec's four faculties of medicine or one recognized as equivalent
  - The Quebec programs have a duration of two years for family medicine, and of five or six years for a specialty, depending on the specialty's requirements.
  - The CMQ accepts the following as equivalent: post-doctoral training of the same duration and content in a program accredited by the Royal College of Physicians and Surgeons of Canada (RCPSC) or the CFPC, or by the Accreditation Council for Graduate Medical Education (ACGME). Post-doctoral education acquired outside of Canada or US can also be recognized, under conditions determined by a regulation, as equivalent (see "Academic/Program Requirements" below).
- Pass standing on the Final Examination for family medicine or specialty medicine (as required to obtain the Licentiate of the Medical Council of Canada)
- Pass standing on the examination of the Office québécois de la langue française (OQLF)
- Completion of training on the legal, ethical and organizational aspects of medical practice in Quebec (ALDO-Québec)

Documentation Required

The following documents are required to apply for recognition of equivalence of the medical diploma and/or
post-doctoral training:

- Application form
- Authenticated recent passport-type photo
- Proof of identity
- Any documentation relating to name change
- Curriculum vitae
- Transcripts of medical studies
- Medical diploma
- Attestations of postgraduate training periods signed by the dean of the faculty of medicine or the executive director of the institution where the training periods were completed. These attestations must specify the dates on which training began and ended for each discipline.
- Specialist's certificate or attestation in family medicine
- Any permits to practise medicine awarded outside Quebec
- Certificate of professional conduct issued within the last three months by the medical regulatory body of each country in which the applicant holds a permit to practise medicine. Each certificate must be sent directly to the CMQ by the organization in a sealed envelope and must be written in French or English.

**Credentials Assessment (Third Party and/or Internal)**

- The CMQ conducts credentials assessment in-house.
- Applicants must submit the following documents to the Physician Credentials Registry of Canada (PCRC) for primary source verification:
  - Photograph
  - Proof of identity
  - Certificate proving a name change (if applicable)
  - Transcript of medical studies
  - Medical diploma
  - Attestations of postgraduate training periods signed by the dean of the faculty of medicine or the executive director of the institution where the training periods were completed. These attestations must specify the dates on which training began and ended for each discipline.
  - Specialist's certificate or attestation in family medicine
  - Permit to practise medicine obtained outside of Quebec, if applicable

**Academic/Program Requirements**

- Applicants must obtain a medical degree from Quebec or one recognized as equivalent. The CMQ accepts as equivalent degrees from any faculty accredited by the Association of Canadian Medical Colleges or the LCME.
- Degrees issued from any other school or faculty listed in the World Directory of Medical Schools or the IMED may also be recognized as equivalent, but applicants presenting such degrees must obtain pass standing on the following in order to obtain equivalency:
  - MCCEE
  - MCCQE Part 1
  - MCCQE Part 2 or the Objective Structured Clinical Examination (OSCE) of the National Assessment Collaboration, which is a committee of the Medical Council of Canada (MCC)
- All applicants must also complete the ALDO-Québec educational training on the legal, ethical and organizational aspects of medical practice in Quebec. The training takes three hours.

**Postgraduate Training Requirements**

- Applicants for family practice must complete two years of post-doctoral training at one of Quebec's four faculties of medicine; applicants for specialty practice must complete five to six years of post-doctoral training at one of Quebec's four faculties of medicine.
  - The CMQ accepts the following as equivalent to the training in Quebec listed above: post-doctoral training of
the same duration and content in a program accredited by the RCPSC, the CFPC or the ACGME. Post-doctoral education acquired outside of Canada or the US can also be recognized, under conditions determined by a regulation, as equivalent (see "Academic/Program Requirements" above).

Note: Applicants who have already completed postgraduate training equivalent in duration and content to at least half of what is required may apply for recognition of the equivalence of their training, which will result in a reduction of the training that must be completed in Quebec. However, applicants must complete a minimum of 12 months of training in Quebec.

Examinations
Applicants for full registration must obtain pass standing on the Final Examination for family medicine or specialty medicine.

- The family medicine examination has two components:
  - The MCC component, consisting of the Objective Structured Clinical Examination, qualifying examination, Part II
  - The CFPC component, consisting of Short Answer Management Problems (SAMP) and Simulated Office Oral (SOO)
- The specialty medicine examination has two components:
  - The MCC component, consisting of the Objective Structured Clinical Examination, qualifying examination, Part II
  - The RCPSC examination for the specialty concerned

Note: Candidates who began a specialty training program prior to July 1, 2009, are not required to pass the MCCQE Part 2.

Language Requirements
The language requirements for persons applying for registration in all professions in Quebec are the same, as dictated by the province's Charter of the French Language. Applicants must demonstrate competence in French with at least three years of full-time secondary or postsecondary studies, or by passing the OQLF exam. Applicants who have met all other requirements for licensing may be granted a temporary permit for one year, renewable up to three times. They must pass the OQLF exam during this period. The OQLF examination is offered free of charge.

Fees Associated with the Licensing Process
- Fees to be paid prior to entry to a postgraduate training program in Quebec:
  - Application for recognition of equivalence of a medical diploma obtained outside Canada or the US: $400
  - Application for recognition of equivalence of post-doctoral training:
    - For training obtained outside Canada or the US: $350
    - For training obtained in the US: $150
  - Registration fee for the Objective Structured Clinical Examination (OSCE): $1,800
- Fees to be paid at the end of the postgraduate training program (these fees apply to any applicant, including Quebec-trained candidates):
  - ALDO-Québec training fee: $50
  - Registration fee (full and restricted licences): $650
  - Annual licensing fee: $974.80

Third Parties Involved in the Licensing Process
- The PCRC conducts primary source verification.
- The MCC administers national exams that assess candidates' knowledge and skills. The CMQ's Objective Structured Clinical Examination (OSCE) is also developed and administered by the MCC.
- The RCPSC is the national examining and certifying body for medical and surgical specialists in Canada.
- The CFPC is the national examining and certifying body for family medicine practitioners in Canada.
- The OQLF administers the French language skills evaluation.
Typical Length of the Licensing Process
The CMQ states that there is no typical length.

Internal Review/Appeal Process
- Applicants dissatisfied with the result of their application for recognition of equivalence of a medical diploma may request a hearing with the CMQ to review the decision. The CMQ will subsequently issue a final decision that may not be appealed.
- Applicants deemed ineligible for a final examination may apply to the CMQ for a review of its decision.
- Applicants who fail an examination may apply for a review if they believe the failure was a result of factors relating to the exam procedure. This appeal is made through the organization responsible for the exam (MCC, CFPC, RCPSC or OQLF).