The Association of Professional Engineers and Geoscientists of Alberta

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Interprovincial Mobility Application – Professional Licensee

INSTRUCTIONS & SUPPLEMENTAL INFORMATION

1. Create your myAPEGA account.
2. Please print clearly. Review the information below carefully and submit all the necessary supporting materials with your application form. Incomplete applications will not be processed.
3. Please email your completed form and supporting documents to professionallicensee@apega.ca with the following subject line: **"Professional Licensee IPMA – First Name Last Name"**
4. You will pay for your application in the myAPEGA portal following the receipt of your documentation. **Application fees are non-refundable.** APEGA will contact you via email if you are not eligible to apply.
5. Once you receive your APEGA ID Number, you can check the status of your application by logging in to your myAPEGA portal and viewing your application under the membership tab.
6. All required documentation will need to be **completed and submitted** within 90 days from the receipt of your application confirmation email. Failure to do so will result in automatic withdrawal.

I wish to apply for registration as a (choose only one):

☐ Professional Licensee (Engineering) ☐ Professional Licensee (Geoscience)

Personal Information

Legal Last Name	Full Given Name(s)	Preferred Name
APEGA ID Number (Office use only)		
Date of Birth (MM/DD/YYYY)	Country of Birth	◯ Canadian Citizen ◯ Permanent Citizen
Home Mailing Address		
City	Province Please Choose One	Postal Code
Company Name		
Business Mailing Address		
City	Province Please Choose One	Postal Code

Email Address (Primary)	Email Address (Secondary)
Phone Number One ☐ Cellphone	Phone Number Two ☐ Cellphone
Preferred Mailing Address Please Choose One	Preferred Method of Contact Please Choose One

Post-Secondary Education

Institution	Location	Dates Attended MM/YY		Graduation Date MM/YY	Degree or Diploma	Specialization or Discipline
		Fr:				
		To:				
		Fr:				
		To:				
		Fr:				
		To:				

Defined Scope of Practice

Please enter your Defined Scope of Practice from your home association:

Interprovincial Mobility Information

1. Is your application with APEGA required immediately (for employment or other third-party need)?	☐ Yes	☐ No
If yes, please specify:		
2. Are you in good standing with your current association (e.g., dues fully paid, CPD hours up to date, not struck, not suspended)?	☐ Yes	☐ No

If yes, please provide one of the following:

- A copy of your annual membership card (with date)
- A receipt of your annual dues payment
- Any other official documentation from your home association that shows your membership is in good standing

3. Are you currently a practicing member of your home association?	☐ Yes ☐ No
If no, what when did you become inactive?	
4. Have you ever been assigned any exams (such as technical) in another Canadian jurisdiction? If yes, please provide your decision letter from your home association.	☐ Yes ☐ No
If yes, please also tell us if you have passed your assigned exams.	
5. Do you currently have any restrictions on your license to practice? If yes, please provide copies of the documents issued in the jurisdiction describing the restrictions.	☐ Yes ☐ No
Additionally, please specify the restrictions:	

Character Declaration

Part 1: Status of Registration

1. Are you currently enrolled or registered in a Canadian engineering or geoscience professional licensing body (association) other than APEGA?	☐ Yes ☐ No
If yes, please specify which one: Please Choose	Member Number
2. Do you have a pending (in-progress) application with a Canadian engineering or geoscience professional licensing body (association) other than APEGA?	☐ Yes ☐ No
If yes, please specify which one: Please Choose	Date of Application
3. Have you ever been, or are you currently, the subject of a suspension or undertaking or have otherwise had restrictions placed on your license to practice engineering or geoscience by a governing body of the profession outside of Alberta or Canada?	☐ Yes ☐ No
If yes, please specify:	

4. Have you ever been refused registration as a member of any Canadian engineering or geoscience professional licensing body (association)?	☐ Yes ☐ No
If yes, specify the reason and the association:	

Part 2: Character

5. I have been involved in or am the subject of criminal, compliant, or disciplinary proceedings in any jurisdictions.	☐ Yes ☐ No
If yes, please specify which one: Please Choose | Member Number	
6. I have plead guilty or been found to have committed any of the following: Note: Only mark **yes** for conduct that has **not been pardoned**. Mark **no** to this question if the below questions do not apply. You do not need to mark **no** to the sub-questions if no is marked here.	☐ Yes ☐ No
a. an indictable offense or summary conviction offence under any Act of the Parliament of Canada or any Act in any province of Canada	☐ Yes ☐ No
b. unprofessional conduct or unskilled practice by any Canadian engineering or geoscience professional licensing body (association)	☐ Yes ☐ No
c. unprofessional conduct or unskilled practice by any other Canadian professional licensing body	☐ Yes ☐ No
d. negligence due to unskilled practice of engineering or geoscience in any civil action	☐ Yes ☐ No
e. academic misconduct	☐ Yes ☐ No
If yes, please specify:	
7. I have plead guilty or been found to have committed unprofessional or unskilled practice outside of Canada, similar to any conduct described in question 6 (only mark yes for conduct that has not been pardoned).	☐ Yes ☐ No
If yes, please specify:	
8. I have had a civil judgement against me relating to fraud.	☐ Yes ☐ No
9. I have disobeyed an order of a court.	☐ Yes ☐ No

10. There are events, circumstances, or conditions, other than those mentioned above, that are potentially relevant to my competence to practise engineering or geoscience, including, without limitation, circumstances relating to chemical or substance abuse.	☐ Yes ☐ No
11. Is there any other matter regarding your character that we should be aware of?	☐ Yes ☐ No

If yes, please specify:

If you have answered yes, please provide all supporting documentation

Knowledge of Professional Law and Ethics

I have passed the National Professional Practice Examination (NPPE) from the following certification association:

Certification association	Date exam passed
Please Choose	

If you have passed the NPPE with ASET on or after January 20, 2014, you are not required to write the exam again for your APEGA application.

☐	I understand I must successfully pass the National Professional Practice Examination to fulfill the registration requirements. Check this if you have <u>not</u> written and passed the NPPE exam or if you have passed it for ASET for any session prior to January 2014.

Declaration

I declare that, with my signature below, I have read, understood, and have answered truthfully and completely.

I give APEGA permission to collect any information from other provincial professional regulatory organizations that may be required to verify the information provided and for these organizations to disclose my personal information to APEGA or request additional information from me to satisfy the requirements for registration with APEGA.

I acknowledge that APEGA may disclose personal information about me contained within my application to APEGA to other provincial professional regulatory organizations regarding registering with APEGA.

I give APEGA permission to release any information or records relevant to the application process to any individuals required to review my application as per the *Personal Information Protection Act* (PIPA).

I declare that I am fully aware that failure to disclose omissions or inaccuracies on this application form may make me immediately subject to investigation by APEGA and a complaint to my current home association.

Signature	Date

Checklist

- Creation of myAPEGA account
- Copy of member card with date, receipt, or other official documentation
- Copy of your Defined Scope of Practice
- If applicable, decision letter from home association for any exams assigned
- If applicable, documentation from home association for restrictions on your license
- If applicable, any documentation related to Character
- Completed and signed application form

Comments

Payment Information

APPLICATION FEE (non-refundable)

Update Fee	**$ 250.00**	
GST (#106728603)	**$ 12.50**	
Total Payable	**$ 262.50**	

When your application has been processed, APEGA will create an order for your Interprovincial Mobility Application. You will receive an invoice in your myAPEGA portal to complete the payment.

Your application will not be sent for review until payment has been received.