

REGISTERED IN ANOTHER CANADIAN JURISDICTION

All documents referenced in this form can be found in the [Application Documents Section on the website](#).

The AIT (CFTA) application is intended for applicants currently licensed or registered for active practice in another *Canadian* jurisdiction. Applicants who are currently registered in another Canadian jurisdiction as the equivalent of a registered psychologist registrant may be eligible for registration in British Columbia in accordance with the BC *Labour Mobility Act*, the Canadian Free Trade Agreement, and section 44(2) of the College's *Bylaws*:

- Applicants must be of good character and meet the other requirements in section 43(1) of the College's *Bylaws*
- Applicants must not be subject to practice limitations, restrictions or conditions in the other Canadian jurisdiction where they are currently registered.
- CFTA applicants must maintain registration in their home jurisdiction while they are applicants up to the point of being granted registration in British Columbia (Bylaw s.44(2)(a)).

Applicants are also required to successfully pass the Written Jurisprudence Examination.

Registrants of the College of Alberta Psychologists (CAP) who have not completed a CPA or APA accredited pre-doctoral internship, and who apply for registration in British Columbia on the basis of their Alberta registration, must also provide satisfactory evidence of meeting CAP's requirements to declare "formal assessment" as a professional activity, in order to demonstrate the equivalency of their Alberta registration to registration as a registered psychologist in British Columbia.

These requirements are normally fulfilled as part of the supervised practice required of CAP provisional registrants who choose to declare "formal assessment" as a professional activity, as documented in the provisional registrant's supervision plan, and reported as completed in the supervisor's final evaluation (Form A). Such applicants must request that copies of their supervision plan and supervisor's final evaluation be sent directly to CPBC from CAP to verify their fulfillment of these requirements.

Alternatively, such applicants may establish their eligibility for registration in British Columbia by completing a minimum of 400 hours of supervised

practice in BC pertaining to the competencies of psychometric testing, psychological assessment and provision of psychological diagnosis (provided that they meet all other applicable conditions and requirements for registration in British Columbia), and by providing a satisfactory supervisor's evaluation with their application for registration. An approved supervision plan is required prior to the commencement of the supervision. Those wishing to pursue this option should contact the College to discuss before commencing any specific activity they wish to be considered as part of the minimum 400 hours of supervised practice.

Registrants of the College of Alberta Psychologists who have completed a CPA or APA accredited pre-doctoral internship must provide verification of when the internship was completed and that it was accredited at the time it was completed. Letters of verification must be requested from either the applicant's doctoral program or the internship itself and must be sent directly to the College from the doctoral or internship program.

Please see FAQs for registrants of CAP in the documents section

Third Party Documentation

Required transcripts, verifications, certifications, police checks and other third-party documentation must be sent directly to the College by the third party. In circumstances where the third party does not provide paper records or where paper records are on hold due to the pandemic, the College will accept required documentation in an electronic format directly from third parties via email. This email address may only be used by third parties for the purpose of submitting required documentation: registration@chcpbc.org

Please note: The FBI and some police detachments will mail paper record checks directly to the College when the applicant requests that the check is sent to them "c/o CPBC" and uses the College mailing address. In circumstances where the police will only send paper copies to the applicant, applicants should forward the unopened envelope to the College when they receive it.

1) Request Applicant Portal access:

Follow this [link](#) to request access to the applicant portal and to complete the online application form and upload other required items.

2) Log into Applicant Portal to complete your application:

[CLICK HERE](#) to log into the Applicant Portal after you've received your username and password.

If you have already started to complete or completed a paper application this is not a problem. You will not be required to resubmit or use the online form if you've already begun to complete the paper version. We will accept a paper form as we transition to this new platform.

Please note that the following items are required in order to process your application for registration:

REQUIRED ITEMS

1. Application form

Complete the AIT / Mobility Application Form found on the [Applicant Portal](#)

2. Certificates of Standing

The College requires verification of licensure and registration status from all jurisdictions in which an applicant has a previous or current application for psychology licensure or license to practice another health profession or is currently, or was previously, licensed or registered as a psychologist or other health professional. The verification must be sent directly to the College from other licensing boards. Applicants should request each verifying authority complete the **Verification of Licensure and Registration Status form**.

Applicants are also expected to request that verification of status be sent directly to the College for any Certificate of Professional Qualification issued by the Association of State and Provincial Psychology Boards (ASPPB), any present listing with the Canadian Register of Health Service Providers (CRHSPP), and/or any present listing with the National Register of Health Service Psychologists (NRHSP).

3. Declaration of Area of Practice

For the purposes of registration **one** Area of Practice must be selected by applicants. A declaration of competence in an area of practice is a declaration by the applicant that he or she has the appropriate training, education, and experience (i.e., the tripartite requirement) in that area of psychology to be able to offer the wide range of activities and services within that area. Definitions of the recognized Areas of Practice are found in **Bylaw Schedule H.1**.

The Registration Committee expects that a declaration in an area of practice will be consistent with the graduate program completed and subsequent internship. If the declared area of practice is different from what is documented on the transcript, the applicant may be required to document competence in that area to the Registration Committee. Consistent with other psychology regulatory bodies in North America, the College does not offer specialty licenses to Registered Psychologists in any practice area.

4. References

AIT applicants may identify referees who are colleagues who are registered psychologists. All three referees must be familiar with the applicant's current clinical work, i.e., work within the five year period immediately preceding the application. The College will correspond directly with referees. They will be sent supporting materials and a reference form to complete and return directly to the College.

5. Transcripts

For AIT applicants, an official transcript for the highest degree on which registration/licensure is based in the home jurisdiction(s) is required. For this particular applicant group, photocopied transcripts are acceptable.

6. Criminal Records Check

All applicants must undergo a criminal record review through the provincial government's [Criminal Records Review Program \(CRRP\)](#). For many applicants, this can be completed online. Please review the "**CRC Applicant Guide**" and "**CRC FAQ**" document.

You will need the College specific access code (GDM74JX5TR) to complete the process. Applicants without a BC Services Card who haven't lived in B.C. for at least six months or who live outside the province should download the consent to a criminal record request form found in the portal. You will need to complete the form and upload it to the portal along with copies of two **acceptable forms of ID (see in application document section)**.

N.B. The College does not accept shared results of a criminal record check previously completed with the Criminal Records Review Program for another organization.

7. National Police Check(s)

Applicants must submit original documentation providing the results of a national police check or the equivalent for every jurisdiction in which the applicant resided during the five-year period immediately before the date of application, if it is not reasonably practicable to obtain such documentation for the applicable Jurisdiction, a letter of explanation is required and will go before the Registration Committee.

For Canadian jurisdictions, the check must be completed by the police or RCMP. For US jurisdictions, the check must be completed by the FBI. For all other jurisdictions, a national check must be completed by the police or an equivalent authority. Each check must be the most comprehensive check available in terms of coverage of records checked. Applicants must arrange for completed police check(s) to be sent directly to the College.

Please note: The FBI and some police detachments will mail paper record checks directly to the College when the applicant requests that the check is sent to them "c/o CPBC" and uses the College mailing address. In circumstances where the police will only send paper copies to the applicant, applicants should forward the unopened envelope to the College when they receive it.

8. Curriculum Vitae

Upload the most recent copy of your curriculum vitae to the portal.

9. Supervision

AIT applicants from Canadian jurisdictions are not required to identify a registered psychologist supervisor to supervise their work while they are applicants. They remain obligated to be in compliance with the *Code of Conduct* and to seek peer supervision or other consultation as appropriate as they establish their practice in British Columbia. They are also expected to be in compliance with the reserved titles provision of the [Psychologists Regulation](#).

10. Fee

The fee for making an AIT application can be found in the **Fee Schedule (see in application document section)** See online payment for Applicants to see how to make online payments through your bank.