



INTERPROVINCIAL TRANSFER FORM FOR CERTIFIED MEMBERS* of Applied Science and Engineering Technology Associations

Instructions to Applicant

Complete sections A to C, attach the required documentation, and forward the completed form and applicable transfer fee of \$50 plus applicable taxes, as listed below, to the association/society/ordre in your new province.

BC AB SK MB ON QC NB NS PEI NL
 \$52.50 \$52.50 \$50.00 \$50.00 \$56.50 \$56.43 \$56.50 \$50.00 \$52.50 \$56.50

A. GENERAL INFORMATION

Mr. <input type="checkbox"/> Mrs. <input type="checkbox"/> Miss <input type="checkbox"/> Ms. <input type="checkbox"/> Other _____	Date of Birth (mm/dd/yyyy):
First Name: _____ Initial: _____	Last Name: _____

Residence Mailing Address

Number & Street:	Apartment/Suite:
City/Town:	Province: _____ Postal Code: _____

Telephone (including area code)

Email

Residence:	Residence:
Business:	Business:
Cell:	

Employment

Employer Name:
Number & Street:
Suite:
City/Town:
Province: _____ Postal Code: _____
Present Job Title:
Date started in this position:

* Membership categories such as Associate, Student, Life, Honorary, etc. are not transferable. You will be awarded the corresponding title in use in your new province. **RECLASSIFICATION AND EXAMINATION PROGRAMS FOR CERTIFIED TECHNICIANS MAY NOT BE TRANSFERABLE.** You must be a member in good standing in the province in which you are registered before a transfer of membership will be accepted. Some provinces may require applicants to pass a Professional Practice Examination or meet other administrative requirements. Applicants are expected to meet the language requirements in the province to which they are transferring.

B. EDUCATION

Complete the following summary of your academic achievement in detail.

Name and Location of Institute, College or University	Years in Attendance		Program Name & Level Achieved (Diploma, Certificate, Degree, etc.)
	From	To	

C. APPLICANT DECLARATION

1. I understand that any misrepresentation made by me, may adversely affect my transfer to another province.
2. I am currently a certified TECHNICIAN TECHNOLOGIST in the Province of _____.
Membership #: _____
3. I **have** **have not** written the Professional Practice Examination in the Province of _____
4. I wish to **maintain** **terminate** my membership in the Province of _____ upon completion of my transfer to the association/society/ordre in my new province of residence.

(Some provinces may offer non-resident rates)

In addition to the above, have you ever been a member of another Applied Science/Engineering Technology Society or Association in a province of Canada? Yes No

If yes, indicate the province: _____ When: _____
Membership Classification: _____ Membership #: _____

I understand that for the transfer to take effect, a copy of my academic records will be transferred from the Association/Society/Ordre in which I am making application for transfer.

From: _____
(Originating Association/Society/Ordre)

To: _____
(New Association/Society/Ordre)

Note: Foreign language documentation must be accompanied by a certified English translation (French in Québec or either language in New Brunswick)

I certify that the information supplied by me on this form (including the attachments) is true and correct to the best of my knowledge. I further agree to abide by the Code of Ethics, Act and Regulations, or Bylaws of the Association/Society/Ordre to which I am transferring.

Signature: _____ Date: _____
(mm/dd/yyyy)

D. ORIGINATING PROVINCE INFORMATION – FOR STAFF USE ONLY

This information is to be provided by the province of original registration upon request by the province of new residence.

Applicant Name: _____

1. Information in Section C confirmed? Yes No

If no, provide details: _____

2. Was the applicant a transferee from another province? Yes No

If yes, provide previous province: _____

3. Discipline of registration (including specialty or option): _____
Date of certification at the classification level: _____ (mm/dd/yyyy).

4. The applicant has successfully passed the Professional Practice Examination in the Province of _____ on _____ (mm/dd/yyyy).

5. Documentation (attached):

- Transcripts Yes No
- Academics or File Evaluation Summary Yes No
- Experience Evaluation Summary Yes No
- Reclassification Program Yes No

Current Category of Member Registration (Please circle the member’s exact level of membership)

TECHNOLOGIST: A.Sc.T. AScT C.E.T. CET T.Sc.A. T.P.
P.Tech. P.Tech. (Eng.) P.Tech. (Geo.) R.E.T.

TECHNICIAN: C.E.T. CET C.Tech. CTech

The technologist applicant has completed a technology report. Yes No

If no, please explain. _____

Does applicant have current year’s dues paid in full? Yes No

If yes, dues valid until? _____ (mm/yyyy)

Affix Seal Here

Date: _____
(mm/dd/yyyy)

(Registrar’s Signature)

E. NEW PROVINCE INFORMATION – FOR STAFF USE ONLY

Upon acceptance, the “transfer-to” province shall complete this section and return a copy to the “transfer-from” province.

_____ acknowledges that registration of the above named applicant
(Association/Society/Ordre)

was completed on _____
(mm/dd/yyyy)

Interprovincial Transfer Application Fee Form

FOR TRANSFER IN APPLICANTS ONLY

Transferring From Other Provinces

As other provincial associations in Canada grant similar designations to Alberta, it is important to note that a designation only has effect within the province in which it was issued. Since designations from various associations currently represent different scopes of practice, individuals who possess designations from another province must apply for a designation transfer.

1. Applicants transferring from another Canadian province must complete an Interprovincial Transfer Form (previous pages) and Transfer Fee and Exam Payment Form (next page), and pay the current transfer fee (\$50 + GST) and exam fee (\$240 + GST).
2. Only regulated membership categories are transferrable between provinces. Applicants will be awarded the corresponding title in use in Alberta.
3. Transfer applicants must be members in good standing in their province of origin before a transfer of membership will be accepted.
4. Transfer applicants must successfully complete the ASET Professional Practice Exam (PPE) as a condition of transfer regardless of whether the member has completed a PPE in another province.* Transfer applicants who have completed the National Professional Practice Exam (NPPE) in Alberta are exempt from this requirement (ASET will confirm with APEGA that the applicant has passed the NPPE).

*This policy is designed to ensure transfer applicants have an understanding of legislation and regulations in Alberta, including their obligations under the *Engineering and Geoscience Professions Act*. Section 705 3(f) under Chapter 7 of the *Canadian Free Trade Agreement (CFTA)* permits provincial regulators to ensure certified professionals transferring in from another province or territory have knowledge of the measures maintained by the receiving province applicable to the practice of the occupation in that province. ASET requires certified members transferring to Alberta to complete the ASET PPE in order to demonstrate this knowledge.

Transfer Application Fee Payment:

The Transfer Application Fee.....	\$50 + GST =	\$52.50
ASET Professional Practice Exam.....	..\$240 + GST =	\$252.00
Total Fees.....	\$290 + GST =	\$304.50

Payment options and exam registration form available on following page.

Transfer Fee and ASET PPE Exam Registration Form

1. First and Last Name:		2. ASET ID #: <i>(if applicable)</i>	
3. Email Address:		4. Contact Phone. #:	
5. Exam Writing Location: (Choose one option): <i>I wish to write the exam at the below physical location:</i> <input type="checkbox"/> Calgary <input type="checkbox"/> Edmonton <i>Also available, with limited seating, in:</i> <input type="checkbox"/> Lethbridge <input type="checkbox"/> Grande Prairie <input type="checkbox"/> Virtual <i>Needed for virtual exams:</i> 1) A computer or laptop with a functioning webcam or free standing webcam (iPads, tablets, smart phones are not acceptable) 2) A quiet room without interruptions for the duration of the exam. 3) Chrome (web browser) installed for the exam			
Available Exam Dates:		Registration Deadline** <small>(see below for explanation)</small>	
May 28, 2018 July 30, 2018 September 24, 2018 November 26, 2018		April 30, 2018 July 2, 2018 August 27, 2018 October 29, 2018	
6. Exam Date Chosen			
**Policy on Exam Registrations: : Please be advised that if you wish to reschedule your exam date at any time, after the Registration Deadline, you will be charged the full exam fee of \$240 + GST. Please email registration@aset.ab.ca to reschedule your exam. If you are required to rewrite the exam, you will be charged the full exam fee of \$240 + GST.			
Exam time & specific location details will be provided by Yardstick <u>via email</u> two weeks before the exam date. If you are not contacted by Yardstick within two weeks of your requested exam date , please contact Yardstick directly at testingsupport@getyardstick.com to have your exam registration information re-sent. ASET does not have this information and cannot provide it to you via phone or email.			
REQUIRED STUDY MATERIALS:			
All required textbook listing, PDF required materials, syllabus for the textbooks and PDF materials, and legislation handbook can be found by accessing the ASET Professional Practice Exam Candidate Handbook below.			
<ul style="list-style-type: none"> ▪ The Handbook can be found here or through the C.E.T. webpage and the click on the ASET PPE link. 			
7. Payment Method: Cheque or Credit Card <i>(Payable in Canadian Funds)</i> <input type="checkbox"/> Cheque (Made out to ASET and mailed with the form to ASET)		EXAM & TRANSFER FEE: Fee \$ 290.00 GST \$ 14.50 Total Exam Fee \$ <u>304.50</u>	
8. Credit Card #: <input type="checkbox"/> Visa <input type="checkbox"/> Master Card <input type="checkbox"/> AMEX		9. Expiry Date (MM/YY):	
10. Full Name (Please Print):		11. Signature:	
		12. Date:	
Please return the completed form, with payment, to the Registration department by email to travisp@aset.ab.ca or by fax to 780-424-5053, or mail it to (if paying by cheque) ASET 1600-9888 Jasper Ave, Edmonton, AB T5J 5C6			