



**APPLICATION FOR REGISTRATION AS A MEMBER-IN-TRAINING**

\*Use this paper form only if the on-line application system is not available or a company is paying the processing fee by cheque.

**A. Name and Address**

I, \_\_\_\_\_  
 (Last Name) (First Name) (Middle Name)

Name of Employer: \_\_\_\_\_  
 (If not employed, indicate "unemployed")

Home Address \_\_\_\_\_ Business Address \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

Home Phone: \_\_\_\_\_ Business Phone: \_\_\_\_\_

Email Address: \_\_\_\_\_ Business Fax: \_\_\_\_\_

hereby make application to be registered as a: Engineer-in-Training **OR**  
Geoscientist-in-Training  
 under the provisions of *The Engineering and Geoscience Professions Act*.

Preferred mailing address: Home: \_\_\_\_\_ Business: \_\_\_\_\_ (If no preference indicated, home address will be used)  
 (Note: Your name and preferred address will be included in the publicly available register in accordance with Section 19 of The Engineering and Geoscience Professions Act.)

**B. Academic Qualifications**

**1) Bachelor level education (first program after high school):**

I graduated from \_\_\_\_\_  
 Name of Institution (and name of affiliated college if applicable)  
 located in \_\_\_\_\_  
 City Province / State Country  
 Date of graduation \_\_\_\_\_ Time period attended the institution: \_\_\_\_\_ to \_\_\_\_\_  
 month/day/year month/day/year month/day/year  
 Awarded degree of **Bachelor of** \_\_\_\_\_ in \_\_\_\_\_  
 Degree name Discipline

**2) Additional or advanced degree:**

\_\_\_\_\_ Name of Institution (and name of affiliated college if applicable)  
 located in \_\_\_\_\_  
 City Province / State Country  
 Date of graduation \_\_\_\_\_ Time period attended the institution: \_\_\_\_\_ to \_\_\_\_\_  
 month/day/year month/day/year month/day/year  
 Awarded degree of \_\_\_\_\_ in \_\_\_\_\_  
 Degree name Discipline

**3) Additional or advanced degree:**

\_\_\_\_\_ Name of Institution (and name of affiliated college if applicable)  
 located in \_\_\_\_\_  
 City Province / State Country  
 Date of graduation \_\_\_\_\_ Time period attended the institution: \_\_\_\_\_ to \_\_\_\_\_  
 month/day/year month/day/year month/day/year  
 Awarded degree of \_\_\_\_\_ in \_\_\_\_\_  
 Degree name Discipline

**4) Other degrees (list):** \_\_\_\_\_

**C. Employment Information**

My immediate supervisor is a Professional Engineer/Geoscientist: Yes \_\_\_\_ No\_\_\_\_. Name \_\_\_\_\_

Briefly describe the type of the work you are doing at the time of application:

**D. Language Information** (select all that apply)

- My first language is English: Yes \_\_\_\_ No \_\_\_\_
- I have completed a degree at a university where the language of instruction was English: Yes \_\_\_\_ No \_\_\_\_
- I have completed the following English competence test(s)\*: \_\_\_\_\_  
\* Attach original or notarized copy of test results
- None of the above \_\_\_\_\_

**E. Professional Registration History**

Are you presently a member-in-training or former member or applicant with APEGS? **Yes / No**  
**(circle one)**

2) Have you previously applied with another Canadian Engineering/Geoscience Association/Ordre as a member-in-training or as a professional member? **Yes\* / No**  
**(circle one)**

**\* You must circle “Yes” for all of the following situations: a) your application is currently in process, b) you applied but did not complete the registration process, c) were previously registered, d) are currently registered, or e) your application was denied.**

3) Indicate all Canadian Engineering/Geoscience Association(s)/Ordre where you have previously submitted an application (regardless if the assessment process was completed or not), were previously registered or are currently registered. If you do not have a reference number (application or member number) or a reference number has not been assigned yet, indicate “Unknown” next to the applicable Association(s)/Ordre.

Association	Reference #	Association	Reference #	Association	Reference #
Eng Yukon		PEO		Eng NS	
NAPEG		APGO		Geo NS	
Eng/Geo BC		OIQ		PEG-NL	
APEGA		OGQ		Eng PEI	
Eng/Geo Manitoba		Eng/Geo NB		Other	

For “Other”, specify name(s): \_\_\_\_\_

**F. Certificate and Seal**

1) The certificate (and a seal) will be delivered after your application is approved and you have paid annual fees (separate dues notice will be sent). Indicate the exact way in which you wish your name to be shown on the certificate: \_\_\_\_\_

2) All licences will receive an electronic image of their seal upon application approval and payment of applicable registration fees. Physical seals are available at a charge of \$30.00 each, plus postage\*. If you wish to receive a physical seal, please check the box(es) below. Note that physical seals may take several months to be produced and shipped. \*Postage will be determined at the time of application. The seal will not be ordered until the invoice is paid. Be aware that an electronic image of the seal does not include a digital signature. If you wish to subscribe to a digital signature provider, APEGS has endorsed Notarius. Information regarding subscribing to Notarius and the authentication of documents - use of professional seals can be found on the APEGS website. <https://www.apegs.ca/Portal/Pages/professional-seals>.

I want to order a physical seal.      Select seal type:  43 mm regular **OR**  23 mm self inking

**G. Processing Fees**

The non-refundable processing fee is **\$315** (including GST) **plus \$30 each, plus postage** if you selected a physical seal in section F. Please select one of the following: A cheque is enclosed \_\_\_\_\_ Call me for my credit card number \_\_\_\_\_

Charge my credit card\*: \_\_\_\_\_ expiry date: \_\_\_\_\_ (mm/yy)

\* Cheques are made payable to APEGS. **We accept Visa, MasterCard, AMEX.** Credit card information is destroyed.

**H. Personal and Statistical Information**

You are requested, but not required to provide the following information. It will be used for statistical purposes. LANGUAGES (other than English): \_\_\_\_\_ DATE OF BIRTH \_\_\_\_\_ year/month/day MALE / FEMALE \_\_\_\_\_

**I. Declarations**

\*1. I declare that I have not been disciplined or had a licence restriction in the past by any professional engineering or geoscience licensing body or association, either as an individual or as a corporate officer, nor, to the best of my knowledge, is there any investigation, disciplinary action or licence restriction currently pending against me, either as an individual or as a corporate officer.

\_\_\_\_\_  
Signature Date

\*2. I declare that I have not been subject to academic discipline at any post-secondary institution.

\_\_\_\_\_  
Signature Date

3. I affirm that I have reviewed and am familiar with the current Act and Bylaws of the Association of Professional Engineers and Geoscientists of Saskatchewan, and if admitted to registration, I agree to be governed by the Act, Bylaws, Resolutions of Council and Code of Ethics of the Association of Professional Engineers and Geoscientists of Saskatchewan.

\_\_\_\_\_  
Signature Date

4. I hereby authorize any professional engineering or geoscience licensing body to disclose all relevant information concerning my status as an applicant, former member or current member, or my registration and practice as a member, to the Association of Professional Engineers and Geoscientists of Saskatchewan.

To get registered as an engineer-in-training or a geoscientist-in-training the applicant must have the institution where they earned their bachelor degree send confirmation of graduation and degree directly to APEGS.

Whereas I understand the responsibility to provide this information is mine, I hereby authorize APEGS, at their discretion, to request my institution to provide confirmation of graduation and degree.

\_\_\_\_\_  
Signature Date

\* If you are unable to sign declarations 1 or 2, enclose an explanation in a sealed envelope marked "Confidential".

**Declarations continued**

- 5. Have you ever been convicted of a Criminal Offense in Canada or outside Canada?  
**(Yes or No)**
  
- 6. Have you ever had a civil judgment against you concerning professional misconduct, professional incompetence, negligence, fraud or breach of trust in Canada or outside Canada?  
**(Yes or No)**
  
- 7. Have you ever been denied registration and /or licensure to any professional association?  
**(Yes or No)**
  
- 8. Have you ever had discipline proceedings initiated against you by any professional association?  
**(Yes or No)**
  
- 9. I solemnly declare the statements made in this application are true and correct. I acknowledge that any false or misleading statement on this form or relating to any document in support of this application, including concealment of any material fact, may be found to be contrary to the APEGS Good Character Guideline and lead to denial or revocation of my registration. (Note to applicant: refer to the Good Character Guideline attached for your information. It is not necessary to submit the Good Character Guideline with your application).

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

**J. Consent for Release of Information and Release from Liability**

My signature below represents my irrevocable consent for APEGS to obtain and to release information and records relevant to the application process, including a job-site interview at my place of employment.

My signature below also represents my irrevocable consent for APEGS to directly contact any academic institutions listed on this application which I attended for the purpose of assessing my academic credentials.

I also hereby release any party providing such information and records from liability for such action.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date



## **1. Introduction**

Sections 4-6 of the Regulatory Bylaws provide that registration with APEGGS is “available to a person of good character,” who, as well, meets the other requirements set out in the Act and Bylaws. The bylaw that provides for automatic registration of a member in good standing of another provincial association does not override the good character requirement.

## **2. Definition of “Good Character”**

Good character connotes moral and ethical strength, distinguishable as an amalgam of virtuous or socially acceptable attributes or traits which undoubtedly include, among others, integrity, candour, empathy, and honesty.

The Association will examine the character of an applicant to determine if he or she meets the good character requirement in any circumstances that provide reasonable grounds to believe that the applicant will not practise engineering or geoscience in accordance with *The Engineering and Geoscience Professions Act* and *Bylaws*, and, in particular, in circumstances where the applicant:

- a) has a record for professional misconduct, professional incompetence, or contravention of a professional statute with a professional regulatory organization or agency
- b) has committed a criminal offence for which a pardon has not been granted pursuant to the *Criminal Records Act*
- c) has been found to be at fault in a civil action relating to negligence in his or her professional practice
- d) willfully obtains or attempts to obtain registration or renewal of registration by cheating on an examination, making or causing to be made a false statement on his/her application, or committing any other impropriety during the application process.

## **3. Procedures**

APEGGS staff will refer any application where any of the above appears to exist to the Registrar’s Advisory Committee.

Applicants who would otherwise be accepted based on their membership in another provincial association will be requested to provide references and information on their recent work experience.

The Registrar’s Advisory Committee will review the information that has been provided and determine whether:

- a) the nature of the information is such that it does not preclude the applicant’s registration
- b) further information or verification of good character is required
- c) the nature of the information is such that the application should be denied.

Further information or verification of good character may be obtained through: written submissions by the applicant, referees, or others; an interview with the applicant; a requirement for the applicant to attend the Law and Ethics Seminar and/or write the professional practice examination; or any other means that the Registrar’s Advisory Committee considers appropriate in the circumstances.

The Registrar’s Advisory Committee will provide a recommendation to the Registrar on how to proceed with the application. An applicant who has been refused admission may request a review by Council and/or appeal to the Courts (sections 24 and 25 of the Act).