



A P E G S

Association of Professional Engineers
& Geoscientists of Saskatchewan

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Certificate of Authorization Annual Fees Information Sheet

Annual Fees for the upcoming year are due by December 31

- Payment must be received prior to **January 31** each year to avoid being ceased.
- APEGS is not responsible for website service interruptions or delays in delivery of a fee notice.
- You are encouraged to act as soon as possible.

PLEASE NOTE: The Official Representative(s) is responsible for compliance with *The Engineering and Geoscience Professions Act* and *Bylaws* and must be a licensed professional engineer, professional geoscientist, engineering licensee, geoscience licensee or temporary licensee with APEGS.

- An Official Representative **cannot** apply for a licence waiver and still be the Official Representative for a Certificate of Authorization.
- Pursuant to subsection 22(5) of *The Engineering and Geoscience Professions Act*, holders of a Certificate of Authorization are required to notify APEGS of any changes within 30 days of the effective date of the change.

Information on making changes to the Certificate of Authorization are found on the APEGS website.

[Certificate of Authorization](#)

If you have any questions regarding a Certificate of Authorization contact APEGS corporate practice.
corporate-practice@apegs.ca

Pay online at APEGS Central – Member Self-Serve Portal

Available 24 hours a day beginning mid-November.

Instructions to renew a Certificate of Authorization can be found on the APEGS website. [Instructions for Login and Fee Payment - CofA](#)

The Official Representative cannot pay the Certificate of Authorization fees online if:

- a) The Official Representative has not completed the renewal process for their membership and licence.
- b) The Certificate of Authorization has a credit on account, or is making a partial payment (only payment of the full amount is permitted).
- c) The Certificate of Authorization record is flagged preventing you from paying online. Contact the APEGS office for information if necessary.