



A P E G S

*Association of Professional Engineers  
& Geoscientists of Saskatchewan*

# APEGS NATIONAL PROFESSIONAL PRACTICE EXAM APPLICATION GUIDE

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# Overview

## What is the National Professional Practice Exam (NPPE)

In order to obtain a Professional Engineering or Geoscience Licence in Canada, applicants must pass the National Professional Practice Examination (NPPE). This exam will test your knowledge of the laws that affect your profession and the professional and ethical standards to which you will be held accountable. The NPPE follows all relevant standards detailed in the Standards for Educational and Psychological Testing to ensure that the exam program is valid, reliable, and fair (psychometrically defensible).

The exam is computer-based and is administered through Meazure Learning, which is a merged partnership between Yardstick, a Canadian computer-based testing vendor, and ProctorU, an online remote proctoring service.

The exam format is 110 multiple-choice questions, each with four options and only one correct answer per question. All questions are scored 0 (incorrect) or 1 (correct) with no penalty for guessing. The time to take the exam is 2.5 hours.

The exam blueprint outlining the content areas that are covered on the exam can be found here: [Blueprint | NPPE](#)

In order to write the NPPE you must be registered with a regulator in Canada and meet the following criteria.

### 1. Category of registration

You must be one of the following:

- Engineer-in-training or geoscientist-in-training
- Engineering/geoscience licensee
- Temporary licensee transitioning to a professional member

### 2. Continuing Professional Development

All registrants must be compliant with Continuing Professional Development (CPD) reporting requirements for the previous year.

### 3. Licensee (limited scope) Applicants

All licensee applicants, whose proof of identification and academic assessment have been approved, must receive a confirmation email before they can proceed to apply for the NPPE.

### 4. Administrative/Disciplinary Status

Any candidate that has an active administrative suspension or other disciplinary or character assessment investigation in progress will not be eligible to sit the exam until cleared of all breaches.

# How to Apply

Candidates can only apply for the exam through a regulator they are registered with. The NPPE is transferrable across all the regulatory bodies within Canada, therefore it is only necessary to pass the exam once, unless otherwise instructed or sanctioned to do so.

Before candidates take the exam, they are strongly recommended to read and acquaint themselves with the Candidate Guide, which can be found on the NPPE website ([www.nppexam.ca](http://www.nppexam.ca)), for detailed information on the examination process.

## Submitting an application

The NPPE application form can only be found on the APEGS website: [APEGS » National Professional Practice Exam](#).

All exam applications must be submitted along with a copy of the signed NPPE Candidate Agreement to [professional-practice-exam@apegs.ca](mailto:professional-practice-exam@apegs.ca) on or before the APEGS application deadline. Applications received without a signed copy of the agreement will not be processed. If the candidate agreement is not received before the application deadline, the candidate will not be registered for the current session.

### Testing Accommodation Requests

Special testing accommodations are only considered for candidates with diagnosed medical conditions. Candidates will be required to fill out a special accommodations application form [Application for Special Accommodations - NPPE](#) which must be submitted along with their exam application form. In cases where there are delays, special accommodation requests must be submitted by the application deadline to be considered for approval. APEGS will not process accommodation requests if supporting documents are sent in after the application deadline.

Accommodations can include additional breaks, permission to sit/stand during testing, extended testing time and access to personal items (for instance, diabetic monitor or food/drink needed during exam for medical reasons). Please note that the NPPE is offered in English and French and candidates are expected to function at a readability level of approximately grade 10 -11, and therefore special accommodations will not be considered for a lack of proficiency.

Granted accommodation is valid for sessions held in the same calendar year only. You must submit a new request for any exam sessions for subsequent years.

### Testing Centre Requests

Since remote proctoring is the main testing method used to deliver the NPPE, requesting a test centre accommodation is also considered a testing accommodation. When applying for registration candidates should include this request in the email. This accommodation is only offered to candidates located in Canada.

## Booking and Confirmation

### **Virtual Bookings**

After registering through APEGS, remote/virtual candidates will receive an email from Meazure Learning about 2-3 weeks before the current exam session with instructions on how to book their specific exam date and time. Candidates must ensure that their correct time zones are selected. Booking with an incorrect time zone which results in the candidate missing their exam session will result in the candidate repaying for the future session. Candidates are also asked to check their junk/spam folders in case the message was re-routed there within this period. If the booking email is confirmed as undelivered, candidates must contact Meazure Learning at [testsupport@measurelearning.com](mailto:testsupport@measurelearning.com) immediately to request that an exam-granted email be resent.

If candidates would like to change their exam date within the same exam session (i.e., changing from Monday to Wednesday), they should contact Meazure Learning to make this change. Please note that this can only be authorized by Meazure Learning and is an option only if the candidate was never exposed to the paper.

Candidates should be aware of the following when booking virtually:

- The Meazure Learning booking window
- The equipment requirements for remote testing

If the candidate's equipment does not meet the required specifications, they have two options:

1. Source an alternative laptop that meets the technical requirements for remote testing, or
2. Request to be scheduled at a test centre instead.

### **In-person Bookings**

Candidates are asked to make in-person requests to: [professional-practice-exam@apegs.ca](mailto:professional-practice-exam@apegs.ca) at the point of registering for the exam. Please note that the bulk email sent by Meazure Learning to proctored (remote) candidates may also be sent to in-person candidates. If this is received, in-person candidates are asked to ignore this email as they will not be able to book a date and time using this medium.

Candidates must include the city in Canada in which they wish to take the exam when requesting a test centre. This may also include requests for special needs at the test centre (e.g. private room). Please note that approved testing accommodations may require extra fees to be charged (e.g., extra room fees, reader or scribe fees, etc.). If additional fees are applied for these accommodations, the costs will be added to the candidate's account once received by APEGS.

When candidates are approved to write the NPPE at a testing centre, they will be sent a confirmation email from Meazure Learning approximately 10 days before the exam, this email will include the exam date, time, and testing location. It is important for candidates to check their junk/spam email folder to ensure that the email was not re-routed there. Should the candidate not receive this email with the confirmation information a week prior to the test date, they are asked to contact Meazure Learning at [testsupport@measurelearning.com](mailto:testsupport@measurelearning.com) immediately and request that the confirmation email be resent to them.

## Rescheduling and Cancellation

APEGS will no longer defer exam sessions. If cancellation is necessary, candidates may be refunded the exam fee (less administrative fee and associated tax) if the request is received prior to the closing of the booking window for that exam session.

Examination fees will be forfeited after the deadline has passed and candidates must then reapply for subsequent sessions and pay associated fees again.

Extenuating circumstances may be considered on a case-by-case basis. Such requests must be email to [professional-practice-exam@apegs.ca](mailto:professional-practice-exam@apegs.ca).

## Fees and Taxes

Fees will not be tax exempt for candidates whose employers are paying on their behalf. Tax exemptions can only be granted if the candidate themselves can prove that they are tax exempt.

An email will be sent by APEGS to the candidate informing them that their invoice is ready for payment and the payment deadline. Payments are made by the candidate through their APEGS account. Candidates are asked to inform APEGS once they have made such payments.

All payments must be made by the given deadline to be considered for that exam sitting. Once the payment has been received another confirmation email will be sent to the candidate to signify that payment has been completed, along with next step instructions.

In any circumstance where APEGS is required to pay the exam fee to the service provider, no refund will be provided.

Please see Fees and Timelines for costs and acceptable payment methods: [APEGS » Fees and Timelines](#).

## Preparing for the exam

While candidates are responsible for choosing the resources that will be most useful to them in their preparation, it is STRONGLY recommended that candidates reference the National Professional Practice Examination website [www.nppexam.ca](http://www.nppexam.ca) for all information required to understand and prepare for the NPPE. The Candidate Guide is a major tool listed on this website as well.

### IMPORTANT

- ❖ All candidates taking the NPPE exam with remote proctoring **MUST** check the system requirements of the computer they will be using for the exam BEFORE the day of the exam. **If a candidate is unable to access their exam due to the failure of the computer readiness check prior to the exam, their registration will be cancelled.**
- ❖ Before your exam day, review the [Virtual Proctoring Technical and Examination Location Requirements](#) to ensure that you meet the system and location requirements.

**\*Please note: It is the candidate's responsibility to read all available preparatory material to be fully prepared to sit the exam.**

## Exam Day

Candidates must present a valid (not expired) government-issued ID and a copy of their booking confirmation email (if testing at a test centre). Candidates who do not have valid non-expired government issued photo identification (e.g., driver's license, passport) will not be allowed to take the examination. Candidates who are late to connect to the online proctor will not be allowed to take the examination (you are granted 15 minutes grace period to connect). Candidates will be marked absent and will have to re-book and re-pay to sit the exam if non-compliant.

On exam day any incidents or technical issues will be handled by the Meazure Learning staff consistent with test administration policies and procedures. **ALL** technical issues encountered during the examination must be addressed to the proctor at the time of occurrence to ensure adequate time is available for potential resolution. Failure to do so may result in an inability to resolve the situation.

If the candidate encounters issues that prevent them from taking their exam or may have impacted their exam in some way, they must be reported to APEGS on the same day. Issues reported several days later or after you receive your exam result will not be addressed.

If unexpected exam disruptions occur (such as an outage that affects all candidates) candidates are asked to wait for instructions from APEGS. APEGS will provide these instructions within 24 to 48 hours based on guidance from our test provider.

## Exam Security or Misconduct

Fraud, deceit, dishonesty, unprofessional behavior, and other irregular behavior in connection with taking the NPPE are strictly prohibited. The proctor is authorized to take appropriate action to investigate, stop, or correct any observed or suspected irregular behavior, including discharging the candidate from the test center and confiscating any prohibited devices or materials (for in person testing at a testing centre), or terminating the candidate's testing session (for remote proctored exam).

You must cooperate fully in any investigation of a suspected irregularity. The NPPE exam program reserves the right to pursue all available remedies for exam irregularities, including canceling scores and pursuing administrative, civil, and/or criminal remedies. If you are involved in an exam irregularity, the following may occur: invalidation of results, notification to APEGS, forfeiture of exam fees, and restrictions on future testing. Some violations may incur additional consequences, to be pursued at the discretion of APEGS.

## Exam Results

The passing score is set at a scaled score of 65, which does not correspond to a percentage score of 65. Candidates will only be informed of a pass or fail result. Detailed score information will not be provided, except where a candidate had been unsuccessful, a mastery report will be provided. The mastery report will outline the content areas that the candidate had done well in, as well as those areas that need additional attention. This should be used to guide the candidate on the areas that require increased study in preparation for their next sitting.

The results of the examination are provided to APEGS through our test provider approximately 2–3 weeks after the examination date. After which APEGS will update the candidate's online profile with the results and communicate the same via email to the candidate within a week, or prior to the next examination application deadline, in cases of unforeseen circumstances.

Please contact [professional-practice-exam@Apegs.ca](mailto:professional-practice-exam@Apegs.ca) with any additional questions or concerns.