



CONTINUING PROFESSIONAL DEVELOPMENT PROGRAM APPLICATION FOR VARIATION REQUEST

Deadline to Apply: September 30th of the request year

Section 1: Applicant Information

Designation: ☐ Professional Member ☐ Member-in-Training ☐ Engineering/Geoscience Licensee

Full Name: _____ Member Number: _____
Last First M.I.

Email: _____ Country of Residence: _____

Section 2: Variation Request Details

A. Please indicate the reason for your request: (Refer to page 2 for Reason descriptions)

<input type="checkbox"/> Employment Leave	Under-employed (select one of the below options): <input type="checkbox"/> Case #1 <input type="checkbox"/> Case #2 <input type="checkbox"/> Case #3 <input type="checkbox"/> Case #4
<input type="checkbox"/> Returning to full-time post-secondary study	Medical Leave (select one of the below options): <input type="checkbox"/> Less than 90 days <input type="checkbox"/> Greater than 90 days
<input type="checkbox"/> Retired	Non-Practicing (select one of the below options): <input type="checkbox"/> In Saskatchewan <input type="checkbox"/> Outside Saskatchewan
<input type="checkbox"/> Other: _____	

B. CPD Variation Year and CPD Request

Year for Variation Request: 20_____	Amount of CPD credits requested for the application year: _____
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C. CPD Credit Request (Complete the table below):

- If you have banked credits, complete the "banked credits" columns. If you have no banked credits, leave those columns blank.
- All applicants must complete the "Credits Earned This Year" column and the "Row Total" column.

	Banked credits from two (2) years ago	Banked credits from one (1) year ago	Credits earned this year (to date) (required field)	Row Total (required field)
Professional Practice				
Formal Activity				
Informal Activity				
Participation				
Presentations				
Contribution to Knowledge				
Total:				
If you are working as an engineer or geoscientist, how many hours do you anticipate working in the profession this calendar year?			_____ hours	

Section 3: Situation Details

Describe why you require a Variation for the above specified year: (if more space is needed, attach a second page)

Section 4: Certification

I hereby certify all information in this application to be true and complete to the best of my knowledge, and that I have not withheld any information that may have a bearing upon the consideration of this application.

Signature: _____ Date: _____



A P E G S

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Variation Reason Descriptions:

Category	Category Description
Employment Leave	As defined in Sask. Employment Act e.g. parental leave, compassionate leave, etc.
Medical Leave	less than 90 consecutive days or as defined by individual's plan
	greater than 90 consecutive days or as defined by the individual's plan
Return to full time post-secondary study	Full time as defined by institution Note: 1 credit hour = 1 CPD credit under Formal Activity
In Province (non-practicing)	Not actively working in Saskatchewan at all Not actively practising Engineering or Geoscience elsewhere Waiver eligible but have chosen not to be
Out of Province (non-practicing)	Lives outside of Saskatchewan Not actively practising Engineering or Geoscience elsewhere Waiver eligible but have chosen not to be
Under-employed	Case #1 Lives in Saskatchewan Actively practicing Engineering or Geoscience Working less than full-time hours
	Case #2 Lives in Saskatchewan Working outside the professions Not actively practicing Engineering or Geoscience Not eligible for license waiver
	Case #3 Lives outside of Saskatchewan Actively practicing engineering or geoscience Working less than full-time hours
	Case #4 Lives outside of Saskatchewan Working outside the professions Not actively practicing Engineering or Geoscience
Retired	Not actively working at all Not yet eligible for Life Member status
Other	Case by case

Variation Program – Important Notes:

- Deadline to apply for a Variation is September 30th of each year. Applications will not be accepted after this date.
- Approved Variations are only valid for the year they are applied for. If the situation extends beyond the calendar year, a separate application must be submitted for each subsequent year.