



**APPLICATION FOR REGISTRATION AS AN
ENGINEERING LICENSEE OR GEOSCIENCE LICENSEE**

A. Name and Address

I, _____
(Last Name) (First Name) (Middle Name)

Name of Employer: _____

Home Address _____ Business Address _____

Home Phone: () _____ Business Phone: () _____

Cell Phone: () _____ Business Fax: () _____

Home Email: _____ Business Email: _____

hereby make application to be registered as an Engineering Licensee _____ **OR**
Geoscience Licensee _____

under the provisions of *The Engineering and Geoscience Professions Act*.

Preferred mailing address: Home: _____ Business: _____ (If no preference indicated, your 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. Scope of Practice

Please describe below the specific and restricted scope of the practice of professional engineering or professional geoscience for which you are applying for licensure. Use extra pages if necessary. Refer to the Scope of Professional Practice Form and Section 5 and Appendix A of the Guide for Licensee Applicants found on the APEGS Website under Apply, Eng/Geo Licensee.

C. Academic Qualifications

I completed secondary school (grade 12 or equivalent) at _____

Post-secondary education:

Please list each institution attended, years of attendance, and degree/certificate awarded.

D. Work Experience History

A Chronological Activity Summary form must be completed, showing your work experience related to your requested Engineering Licensee or Geoscience Licensee scope of practice since completion of secondary school. Do not leave any gaps in this summary. For each position identified, you must complete a report on experience.

E. References

Please submit the names and addresses of at least four Canadian and/or U.S. referees. Three of the four must be Professional Engineers or Professional Geoscientists with first-hand knowledge (supervisory or in a review capacity) of your work. At least one from outside your present company should be listed if possible. If experience outside Canada/United States must be verified, additional references are required. The references, in aggregate, should be able to provide an assessment of all the work experience for which you wish to receive credit.

1. Name: _____ Professional Designation: _____
Company: _____ Job title: _____
Address: _____
Daytime phone: _____ Fax: _____ E-mail: _____
2. Name: _____ Professional Designation: _____
Company: _____ Job title: _____
Address: _____
Daytime phone: _____ Fax: _____ E-mail: _____
3. Name: _____ Professional Designation: _____
Company: _____ Job title: _____
Address: _____
Daytime phone: _____ Fax: _____ E-mail: _____
4. Name: _____ Professional Designation: _____
Company: _____ Job title: _____
Address: _____
Daytime phone: _____ Fax: _____ E-mail: _____
5. Name: _____ Professional Designation: _____
Company: _____ Job title: _____
Address: _____
Daytime phone: _____ Fax: _____ E-mail: _____
6. Name: _____ Professional Designation: _____
Company: _____ Job title: _____
Address: _____
Daytime phone: _____ Fax: _____ E-mail: _____

F. Language Information

My first language is English: **Yes** _____ **No** _____.

I have completed a degree or diploma course of at least two years' duration at an institution where the language of instruction was English: **Yes** _____ **No** _____.

Applicants who answer "no" to both of the above questions will be required to provide evidence of competency in the English language. Refer to the Competence in English Policy on the APEGS Website under Apply, Eng/Geo Licensee.

G. Professional Registration History

1) 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 licensee, 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): _____

H. Memberships

Please list any memberships which may be relevant to this application:

I. Certificate and Seal

1) Print below the exact way in which your name should be shown on the certificate:

2) All licencees 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.

J. Processing Fees

The non-refundable processing fee is **\$315** (including GST) **plus \$30 each, plus postage** if you selected a physical seal in section I. 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.

Please note that if you are offering consulting engineering or geoscience services, which are defined in Section 17 of the Regulatory Bylaws as “engineering or geoscience services provided by a member to be used by persons other than the employer of that member,” you must provide a “Notice of Intent to Consult”. See the APEGS Website under Apply, Permission to Consult. **You may not offer consulting services independently until you have been approved as an Engineering Licensee or Geoscience Licensee.**

K. 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.

Signature

Date

**** If you are unable to sign declaration no. 1 or no. 2, please 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

L. 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

M. 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 _____ MALE / FEMALE _____

Year/month/day



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).