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# Payment Information Sheet for New Members / Licensees

## Pay online at APEGS Central - Member Self-Serve Portal

Available 24 hours a day beginning mid-November.

Instructions can be found on the APEGS website. Instructions for Fee Payment - APEGS Central

### You cannot pay online if:

- a) You have a credit on your account, or you are making a partial payment (only payment of the full amount is permitted).
- b) You have applied for a licence waiver and the approval from APEGS, and the adjustment of fees, has not been completed.
- c) Your membership record is flagged preventing you from paying online. Contact the APEGS office for information if necessary.

## **Waiver of Annual Licence Fee (Licence Waiver)**

You are **eligible** for a licence waiver if you are **not working in Saskatchewan** at any job whatsoever. Examples include, but are not limited to:

- a) Unemployed.
- b) Reside outside Saskatchewan and are not practicing engineering or geoscience in Saskatchewan.
- c) pursuing full-time studies at an educational institution.
- d) on medical/maternity/paternity/parental leave.

#### You are **not eligible** for a licence waiver if you:

- a) Are employed in Saskatchewan at any job, including non-engineering and non-geoscience jobs;
- b) Are an Official Representative for a Certificate of Authorization (C of A) and there are no other Official Representatives for the C of A that are licensed in Saskatchewan; or
- c) Are a Temporary Licensee.

If you are eligible for a licence waiver you must apply, prior to paying fees, using the Licence Waiver Application Form found on the APEGS website. Licence Waiver Application Form

**Important: Licence Waiver approval is required prior to paying fees.** Fees will be adjusted once a Licence Waiver has been approved by APEGS.