

APPLICANTS REPEATING THE ORAL EXAM ONLY ARE REQUIRED TO RE-SUBMIT THE FOLLOWING DOCUMENTATION.

Main Package:

- 1) Application **Form A**
- 2) One print of a recent **passport photograph**, endorsed on the back by candidate with the words: "I clarify this to be a true likeness of [candidate name]". If the signature is not legible, candidate must print their name below it. Attach to Form A. **NOTE:** A photocopy of a passport picture, driver license or other ID will NOT be accepted
- 3) A certified cheque*, money order, in the amount of the **\$750.00**** and made payable to **CANADIAN INSTITUTE OF PUBLIC HEALTH INSPECTORS** or, if paying by VISA, MasterCard or American Express include the credit card payment form

Secondary Package:

- One copy of Application **Form A**
- One print of a recent **passport photograph**, endorsed on the back by candidate with the words: "I clarify this to be a true likeness of [candidate name]". If the signature is not legible, candidate must print their name below it. Attach to Form A. **NOTE:** A photocopy of a passport picture, driver license or other ID will NOT be accepted

WHEN APPLICANT IS REQUIRED TO COMPLETE A FURTHER PRACTICUM – 12 WEEKS (2ND TIME FAILURES) OR 24 WEEKS (3RD TIME FAILURES) THE APPLICATION MUST INCLUDE:

- Report on Practicum Sessions - Form **C**
- Certification of Practicum - Form **D**
- Evaluation Form – Form **F**

Please refer to the "Candidate Information and Instructions" package available at www.ciphi.ca/boc.htm for complete instructions on how to submit an application and access forms.

Incomplete applications that require follow up by the BOC Secretariat will be subject to a further \$50.00 Administrative Fee and may ultimately result in the Board of Certification being unable to accommodate them at the examination.

* No personal cheques will be accepted

** Fee was increased Dec 2009 to reflect increased business costs