

Pre-registration checklist

Please refer to the checklist below for a list of the documentation required as part of your registration/licensing application. All documents provided will be kept with your application form in your file.

- Pre-registration form – completed, signed and dated
- Proof of Canadian citizenship, permanent residency status or a valid work permit
e.g. photocopy of birth certificate, residency card
- Proof of language proficiency (if applicable)
If your first language is not English, and your education/training in respiratory therapy (or related field) was not completed in English
- World Education Services (WES) Credential Evaluation
Applicants who have been educated outside Canada must ensure that their transcript and/or academic qualifications are verified by the World Education Services. To have your academic qualifications evaluated by WES, please contact them at www.wes.org/ca.
- Professional Portfolio and competency self-assessment
- Registration verification form (if applicable)
If you have been registered / licensed as a respiratory therapist in another jurisdiction, or in any other health profession.
- Letter(s) of reference from past employers
Provide a letter of reference from each employer in which you have been practicing as a respiratory therapist (or in a related field) over the past five years.
- Include a money order or a certified cheque in the amount of \$500 payable to the Nova Scotia College of Respiratory Therapists.

Please note: If any of the documents required are available in a language other than English, you must attach to the original document, a copy translated by a certified translator.

Once completed, send your application form and supporting documentation to:

**Registrar
Nova Scotia College of Respiratory Therapists
Suite 700 – 6009 Quinpool Road
Halifax, NS B3K 5J7 Canada**

**Email: registrar@nscrt.com
Facsimile : (902) 425-2441**