

APPLICATION FOR KNOWLEDGE AND COMPETENCY ASSESSMENT TEST (KCAT) AND/OR PERFORMANCE BASED ASSESSMENT (PBA)

Incomplete applications will not be processed

ALL sections of this form must be completed, and [all documents](#) and fees must be received by the College before your application will be processed.

GENERAL INFORMATION

*Legal Surname: (Name on your official documents, e.g., birth certificate, passport)	*Previous Surname(s):
*Legal Given Name:	*Legal Middle Name:
Do you use the legal name given above when you practise dietetics? Yes <input type="checkbox"/> No <input type="checkbox"/>	
If no, provide the name you use when you practise:	
Date of Birth: dd: mm: yy:	Gender: Female <input type="checkbox"/> Male <input type="checkbox"/> Other <input type="checkbox"/>
*Preferred language for College correspondence: English <input type="checkbox"/> French <input type="checkbox"/>	

HOME MAILING ADDRESS

Street / Apt:			
City:	Province:	Postal Code:	
Phone:			
Email:	A valid email address is essential. The College uses emails to communicate important information to registrants and to reset the password to your online College account. Be sure that your email security settings allow mass emails from the College.		

HAVE YOU PREVIOUSLY APPLIED TO THE COLLEGE OR ANOTHER CANADIAN DIETETIC REGULATOR? If yes, did you complete:

Yes No

KCAT. What was your last result? Level

PBA. What was your last result? Pass/Fail

Not applicable

If you have applied to the College in the past, you are not required to resubmit the transcripts, practical training documents, or a World Education Services (WES) assessment.

Note: The College may ask you to resubmit proof of language proficiency if the test results report on file has expired.

All documentation must be sent electronically to the College from the university, WES, or training institution:

Required Document(s)	Degree/Program Name Including Name of University/Country	Duration and/or Year of Completion	Are these documents already on file from a previous application?
<p>1. Academic Preparation World Education Services (WES) Course-by-Course International Credential Advantage Package (ICAP) (required for all university degrees completed outside of Canada, with the exception of USA universities with regional accreditation)</p> <p><input type="checkbox"/> Official Transcript(s) (required only for applicants from USA universities with regional accreditation)</p> <p><input type="checkbox"/> Dietetics bridging program transcript and completion letter (as applicable)</p>	<p>1.</p> <p>2.</p> <p>3.</p>	<p>1.</p> <p>2.</p> <p>3.</p>	<p>Yes No</p> <p>Yes No</p> <p>Yes No</p>
<p>2. Practical training in dietetics</p> <p>Practical training listed in my transcript</p> <p>OR</p> <p>Official letter from the university or regulatory body or hospital which confirms that the degree(s) completed qualifies the applicant to practise as a Dietitian in the country where the institution is located</p> <p>OR</p> <p>No practical training completed to date</p>			<p>Yes No</p>
<p>3. Language Proficiency</p> <p>Minimum language proficiency test results according to CDO Policy 6-10: Eligibility for PLAR</p> <p>TOEFL IELTS CELPIP</p> <p>Official letter confirming that the medium of instruction was English</p>	<p>If you chose "Medium of Instruction" option, please provide the name of the institution sending the letter:</p>		<p><input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Resubmit if language proficiency test result report has expired</p>
<p><input type="checkbox"/> Name Change: If your official transcripts are under a different name than the one you are currently using, you must enclose proof of your change in name with this application (e.g., document showing your old name (i.e., marriage certificate) and a government issued ID showing your current name (i.e., driver's license, passport).</p>			

DATE AND SIGN YOUR APPLICATION

Carefully read and check all declarations below. Applications with declarations that are not checked will not be accepted.

I certify the above to be true, and I acknowledge and understand that:

- If an applicant is found to have made a false or misleading statement, or an omission or misrepresentation on their application, any certificate of registration issued to them will be deemed invalid.
- I may not to use the title “Dietitian” until the College has confirmed that I am a registrant of the College of Dietitians of Ontario.
- I must notify the College, *within 30 days*, if there are any changes to the information provided on this form including changes in my contact information (home or work address and phone number) or email.
- Aggregate exam results will be used for statistical purposes.
- I must make arrangements for the required documents to be sent directly to the College.

Signature _____ Date _____

Manual or electronic signatures are accepted.

mmm/dd/yyyy

NEXT STEPS

1. Email your completed application form, authorization to work in Canada, and name change documentation (as applicable) to: registration@collegeofdietitians.org
2. The College operates a primarily paperless organization. Please request your institutions send all documents such as transcripts and practicum completion letters electronically to: registration@collegeofdietitians.org. If your institution is unable to send documentation electronically, please contact the College for further details.
3. Add the College’s domain @collegeofdietitians.org to your email service’s safe senders list. The College sends many important communications by email (some are automated). If your email provider blocks the automated emails or sends them to your junk folder, you may miss important information causing delays in processing your application.
4. You will receive an email from the College once your application has been received with instructions on how to pay your application fees and track the progress of your application online.