



Nova Scotia Board of Examiners in Psychology

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Supporting Documentation to Accompany your Application Psychologists Registered in Canada

2.2.1 Current Curriculum Vitae (resume) of applicant

This item can be uploaded as part of the Online Application and/or sent by email.

2.2.2 Photo ID

Official Photo Identification (photo ID) i.e. Driver's license, Passport, etc. – Please do not fax. A photocopy or scanned copy is acceptable. This item can be uploaded as part of the Online Application and or sent by email.

Should you encounter any difficulty uploading either your CV or Photo ID, you can email your CV and Photo ID to the Board us by visiting the [Contact Us](#) page.

<http://www.nsbep.org/contact-us/>

2.2.3 Criminal check

Applicants may obtain a criminal check by [clicking here](#) and visiting the website for [CSI](#), a company that completes international background checks:

https://www.csiscreening.com/?option=com_content&view=article&id=3&Itemid=3

It is generally quickest to obtain your check via the online option provided in the link above, and you can arrange for the results of your check to be sent directly to NSBEP. If using the above option to order your criminal check online you can arrange for the organization completing the background check to share it with NSBEP and any other organization that requires such information, e.g. your employer in Nova Scotia. However you can also go to the local police in your country of residence to obtain your check. If you are ordering checks from your local police, you should order enough copies of any background checks so that an original copy will be provided to the NSBEP and also your Nova Scotia employer, and any other organization(s) that requires this information for you.

2.2.4 Child Abuse Check / Declaration

In some jurisdictions, another organization will provide a separate check in relation to matters involving child abuse. The onus is on the applicant to contact the appropriate authorities in his/her jurisdiction and obtain the required check. If you are applying from a jurisdiction that does not allow this information to be provided to the Nova Scotia Board of Examiners in Psychology, please ensure that you electronically sign both Section 1 and Section 2 of the Child Abuse Registry Declaration in the application form. You should order enough copies of any background checks so that an original copy will be provided to the NSBEP and also to your Nova Scotia employer, and any other organization(s) that requires this information for you. **Please note:** Background Checks must be received before an individual can be registered. Applicants must allow sufficient processing time when submitting their application. Background checks must have been completed within the last 6 months from the date of application in order to be considered acceptable to the Board.