

International Applicant Flowchart

Note: This flowchart will apply to most common situations, but variations can occur.

\$500.00 USD* There may be other fees payable to third parties.
 Application to NSBEP begins with submitting required documentation through the ACPRO Portal
<https://acpro-acpr.ca/internationally-educated-applicants/>
 The portal will compile and authenticate required application documentation including: identity documents; education documents; registration/license documents; language proficiency test results; criminal background check.
 When the applicant has completed this process, they may authorize the portal to provide their application package to NSBEP

\$250.00*
 NSBEP staff will review the application package to determine if the information is complete with respect to NSBEP requirements. You may be asked for additional information such as calendar descriptions of your graduate courses, or you may be asked to complete a language test. When all of the necessary documentation has been assembled, it will be sent to a Registration Subcommittee for review.

Application reviewed by Registration Subcommittee **within 14 to 45** days of completed application being received.**
 Applicant notified of decision **within 2 weeks of Subcommittee meeting.**

Applicant decides to appeal or abandon application

Abandon → END

Application Not Approved

Appeal Successful

Appeal Unsuccessful

Go to **Appeal** Flowchart

Does the applicant meet the legislated psychological experience requirement and/or possess equivalent registration with another psychology regulatory body

No.
 (Note: This decision can be appealed.)

Go to **Candidate Register** Flowchart

Yes

\$500.00*
 Applicant attends Transfer Interview. Interview Committee may set conditions of registrations in addition to the mandatory six months of supervision. For details, see
http://www.nsbep.org/downloads/Transfer_Interview_Information_International_Applicants.pdf

\$805.00* Annual Registration Fee PLUS Insurance Fees
 Applicant completes Jurisprudence Attestation Form
http://www.nsbep.org/downloads/Transfer_Interview_Information_International_Applicants.pdf
 AND pays prorated Annual Registrtrion Fee
 AND obtains approved NSBEP Supervisor
 AND obtains professional liability insurance
http://www.nsbep.org/information-for-registrants/for-all-registrants/faq/#what_are_insurance_requirements

Applicant placed on Psychologists Register typically within **two working days** of both attestation and payment being submitted.
 Applicant is permitted to work as a psychologist while completing the **6 months of supervision** and any other conditions.

Registration Process Completed

*Dollar fees are in Canadian funds unless otherwise indicated, Dollar figures were current when this document was last updated. For a complete list of current fees, go to <https://www.nsbep.org/about-nsbep/all-fees/>

** The registration Subcommittee meets once a month. To allow time for review, complete applications and all supporting materials must be received at least two weeks prior to the meeting. The Subcommittee does not meet in August. Materials that miss the cutoff for the July meeting will be reviewed in September. For Board meeting dates, go to https://www.nsbep.org/about-nsbep/information-for-registrantsfor-all-registrantsnewsmeeting_dates/
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