

2023-24 Registration Renewal Schedule

Important Dates

The following is a list of important dates and deadlines around the 2023 renewal period. To avoid incurring a late fee and potentially affecting your registration status, your online information return form and payment (either full payment of your registration fee OR enrollment in the College's Payment Plan Program) must be received before the March 31, 2023 5:00 p.m. ET deadline.

Note: Some information may require review prior to your being provided with access to the payment portal and the ability to complete the renewal process. Reviews may take up to five business days depending on the volume experienced by the College at that time, and Registrant response time to College requests for additional information or documentation. Please allow yourself sufficient time to complete the process prior to March 31.

Annual Registration Fees & Information Return

February 14, 2023, at 9:00 a.m. ET	Launch of registration renewal for the 2023-24 registration year.
March 2, 2023, at 5:00 p.m. ET	Deadline to submit an accommodation request with appropriate supporting documentation. See the General class - Information Return Guide or the Inactive class - Information Return Guide.
March 17, 2023, at 5:00 p.m. ET	Deadline to submit a completed class change application with supporting documentation to renew in a different class of registration.
March 30, 2023, at 5:00 p.m. ET	Deadline for College receipt of payments being made by cheque or money order.
March 31, 2023, at 5:00 p.m. ET	Deadline for payment of annual registration fee OR enrollment in the Payment Plan Program. AND
	Deadline to submit completed Information Return.
March 31, 2023, at 5:00 p.m. ET	Late fee applied for non-payment of annual registration fee.
April 3, 2023	Issuance of 30-day Notice of Intent to Suspend Registration (for non-payment of fee and/or failure to provide information).

May 9, 2023	Deadline for correcting default before issuance of Notice of Suspension.
May 10, 2023	Suspension of registration for failure to pay fee(s) and/or failure to provide information. Suspension will be noted on the Public Register.