College of Naturopaths of Ontario

PRIOR LEARNING AND RECOGNITION PROGRAM
APPLICANT CHECKLIST

The following checklist is provided to assist individuals who are seeking registration with the College of Naturopaths of Ontario (the College) through the Prior Learning Assessment and Recognition (PLAR) Program. PLAR applicants will be sent information regarding their eligibility for each stage of the PLAR program, and regarding their eligibility for registration as each assessment is completed. For additional information about the PLAR program or about applying for registration, please contact the Entry-to-Practise Team at applications@collegeofnaturopaths.on.ca.

PLAR PROGRAM

For details about each stage of the program, please refer to the PLAR (International/Non-accredited Applicants) section of the College website. For information on fees, please refer to the Applicant Fees section of the College website.

1. **Confirm eligibility to start PLAR.**
   - ❒ Submit a completed (Step 1) Pre-Registration Application along with a copy of photo ID to the College (by mail or e-mail).
   - ❒ Submit proof of formal education (minimum Canadian undergraduate degree or equivalent in a healthcare related field reasonably related to naturopathy).
     - Trained in Canada: original or certified copy of degree, diploma, or transcript from your university to be sent to the College by mail; OR
     - Trained outside Canada: arrange for College recognized assessment report of academic credentials to be sent directly to the College by mail by a credential evaluation agency that is a member of the Alliance of Credential Evaluation Services of Canada (ACES).
   - ❒ Arrange to have language test results sent directly to the College by the language testing agency (required if not fluent in English or French and/or if education was completed in a language other than English or French).

2. **Stage 1: Paper-Based Assessment**
   - ❒ Submit a completed Document of Education and Experience (DEE) with supporting documentation (see DEE guide for additional information).
   - ❒ Pay the Paper-Based Assessment fee.

3. **Stage 2: Ontario Biomedical Exam (Written Exam #1)**
   - ❒ Submit a completed exam registration form.
   - ❒ Pay the Ontario Biomedical Exam fee.
   - ❒ Complete the Ontario Biomedical Exam.

4. **Stage 3: Ontario Clinical Sciences Exam (Written Exam #2)**
   - ❒ Submit a completed exam registration form.
   - ❒ Pay the Ontario Clinical Sciences Exam fee.
   - ❒ Complete the Ontario Clinical Sciences Exam.

5. **Stage 4: Demonstration Based Assessment – Structured Panel Interview**
   - ❒ Pay the Structured Interview fee.
   - ❒ Complete the Structured Panel Interview.

6. **Stage 5: Demonstration Based Assessment– Simulated Patient Case Review and Interactions**
   - ❒ Pay the Simulated Patient Case Review fee.
   - ❒ Complete the Simulated Patient Case Review and Interactions.

APPLYING FOR REGISTRATION

For details about each of these requirements, please refer to the **Applicants** section of the College website.

1. **Entry-to-Practise Examinations:** Ontario **Clinical (Practical) Exams**
   - ❒ Submit a completed exam registration form.
   - ❒ Pay the Ontario Clinical (Practical) Exams fee.
   - ❒ Complete Ontario Clinical (Practical) Exams.

2. **Entry-to-Practise Examinations: Ontario Jurisprudence Exam**
   - ❒ Pay the Ontario Jurisprudence Exam fee.
   - ❒ Complete the Ontario Jurisprudence Exam.

3. **Application for Registration**
   - ❒ Complete and submit the online (Step 2) Application for Registration Form (available via your College user account dashboard).
   - ❒ Submit an original Canadian Police Information Centre (CPIC) report to the College (refer to the Application for Registration Handbook for submission information).
   - ❒ Upload a copy of healthcare provider level (HCP) or equivalent (e.g., Basic Life Support with AED) CPR certificate, completed no more than 12 months prior to the submission of the complete online Application for Registration form.
   - ❒ Arrange to have Letter(s) of Standing sent directly to the College by the regulatory body (required only if previously or currently registered with another regulatory body, anywhere in the world, to practise any profession).
   - ❒ Pay the Application fee.

4: **Registration**
   - ❒ Complete the online Step 3 form (available via your College user account dashboard).
   - ❒ Upload a copy of your Professional Liability Insurance (PLI) certificate.
   - ❒ Complete the online Photo Submission Form and upload a photo (front & back) for the Public Register (see submission form and Application for Registration Handbook for photo requirements).
   - ❒ Pay the Registration fee associated with the date in which registration enrollment has been completed.