



The College of Naturopaths of Ontario

Applying for Change of Name in the Register

Registrants of the College of Naturopaths of Ontario (the College) can apply to change their name on the [public register](#), provided the name change request complies with College By-laws and is approved by the Chief Executive Officer (CEO).

Every subsequent approved change to the Registrant's name will be entered in the register and be publicly available. Former names entered in the register will continue to be publicly available and searchable.

To request a name change, please complete the name change request form and submit it to the Registration Department at registration@collegeofnaturopaths.on.ca with the required supporting documents noted below.

Documentation to Submit with Your Application

Legal documentation confirming the new name is needed before your request can be processed. Please provide a copy of one (1) of the following documents with your application:

- Change of name certificate issued by the government of Ontario.
- Marriage certificate (include a valid copy of a government-issued ID displaying your new name*).
- Certificate of divorce (include a valid copy of a government-issued ID displaying your new name*).
- Sworn affidavit for validation of identity signed by a Commissioner of Oaths.

*The following Government-issued identification documents are accepted by the College: Provincial driver's license, Provincial identification card, Canadian Citizenship card, Canadian Permanent Resident card, Canadian passport, and Indian Status Card (issued on or after December 15, 2009).

Step 1: Completing Your Application

There is a **\$56.50** (\$50+ HST) fee for processing your name change request. The fee is non-refundable and may be paid online or submitted by cheque or money order along with the application form.

The application may be typed or completed neatly by hand; however, the Declaration must include a handwritten signature. Electronic signatures will not be accepted.

Step 2: Submitting Your Documentation

You may submit the documentation by:

- Email: registration@collegeofnaturopaths.on.ca
- Mail: College of Naturopaths of Ontario
150 John Street, 10th Floor
Toronto, ON M5V 3E3
- Fax: 416-583-6011

Step 3: Confirmation of Name Change

Once your documentation is received and processed, you will receive an email from the College confirming the name change. You will then be able to download a certificate of registration displaying your new name from your account page on the College's website.

If you are a shareholder of a Health Professional Corporation registered with the College, please ensure you also submit amending information for your corporation to the College.

Should you require any further information regarding this process, please contact the Registration department at registration@collegeofnaturopaths.on.ca or 416-583-6002.



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Name Change Request Form

I: Registrant Information		
Current Name in the Register:		
<i>First Name</i>	<i>Middle Name</i>	<i>Last Name</i>
To be Changed to:		
<i>First Name</i>	<i>Middle Name</i>	<i>Last Name</i>
Registration Number:		

ii) Supporting Documents

Enclosed is one of the following documents to confirm my change of name:

- Copy of change of name certificate.
- Copy of marriage certificate + government-issued identification displaying new name.
- Copy of divorce certificate + government-issued identification displaying new name.
- Sworn affidavit for validation of identity signed by legal counsel.



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iii) Declaration

I acknowledge that:

- A Registrant's name in the register shall be the full name indicated on the document used to support initial registration with the College.
- A Registrant's name in the register will only be changed upon providing sufficient evidence to the College that the name has been changed legally.
- This name change is not for any improper purpose.
- A Registrant may not use a name other than his or her name as entered in the register to practise the profession or to offer to provide professional services.

Handwritten signature of Registrant

Date of signature (Month/Day/Year)

iv) Processing Fee - Payment Options (please select one)

- I am paying by money order or personal cheque and have included the **\$56.50** application fee, made payable to the College of Naturopaths of Ontario. I understand this fee is non-refundable.
- I will pay by credit card and wish to be notified by the College when the **\$56.50** application fee is available for me to pay online. I understand this fee is non-refundable.