

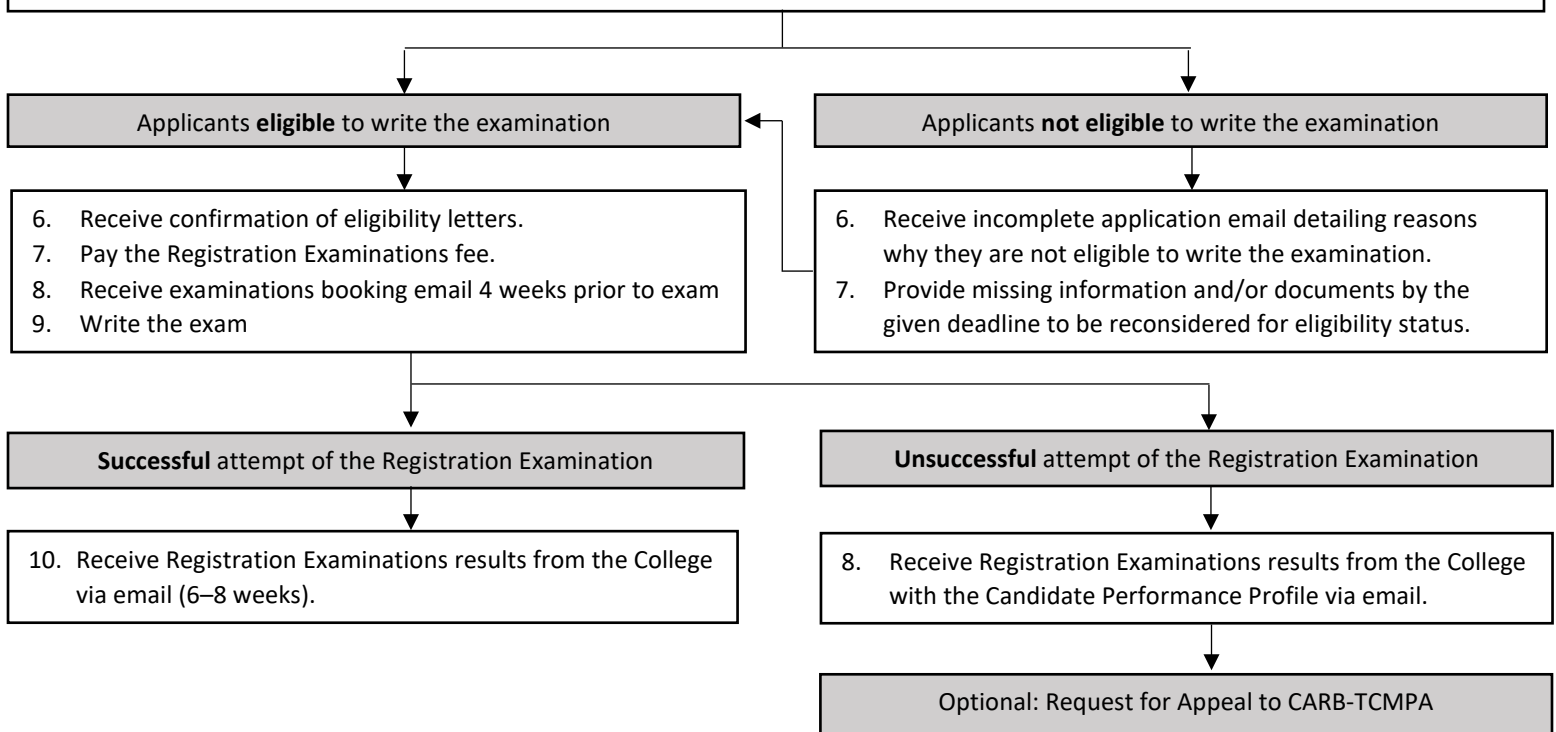


Registration Examinations Process

To become a Registered TCM Practitioner and/or a Registered Acupuncturist in Ontario, all applicants must first complete the [Pan-Canadian Examinations](#) (hereinafter the Registration Examinations). The Registration Examinations is open to all applicants within and outside Canada, and is based on Section 9 of the [Ontario Regulation 27/13 \(the Registration Regulation\)](#). To begin the Registration Examinations process, please [submit an online application](#) to the College. The application is necessary to review your eligibility based on your personal information and educational history. Applications are valid for 12 months along with the application fee.

The Registration Examinations are offered twice a year in April and October with the administration period beginning from May to July and December to January. For detailed information about the Pan-Canadian Examinations and the required documentation, please see CTCMPAO's [Pan-Canadian Examinations Application Guide](#).

1. Submit all **original or notarized** documents to the College by mail:
 - Proof of Identification
 - School Documents **the College must receive the following directly from the educational institution and/or WES*
 - (1) **Name confirmation** (if your full legal name on your ID includes a middle name not recorded on your school documents)
 - (2) **Program completion letter or degree certificate**
 - (3) **Supervised clinical experience letter** with a. number of direct patient contact hours, b. number of weeks spent in clinical training with start and (tentative) end date, c. detailed description of clinical training, d. supervisor and their registry number
 - (4) **Academic transcript** (and transfer credit evaluation, if applicable)
 - (5) **Detailed curriculum or course outline** with a. list of courses, b. course description, c. course hours
 - (6) **WES Report** (for international applicants only; choose course-by-course evaluation report to be sent to CTCMPAO)
2. Complete the following:
 - Review the [Entry-Level Occupational Competency Profile](#)
 - Review the [Evaluation of Applicants Learning/Education Program Against Entry-Level Competencies](#) (pg. 3)
3. Submit an online application to the College through the [online portal](#).
4. Pay the application fee.
5. Wait for email from the College regarding the results of your application (either an eligibility letter or an incomplete application email will be sent to you).





Registration Examinations Process

Applicants are responsible for ensuring all documents and information are correct and sent to the College. Upon review of your application, if there is any insufficient information or missing documents, your application will be incomplete with the possibility of being delayed to the next Pan-Canadian Examination administration. On receipt of your required documents, we shall process your application in the order that it is received. The College is not responsible for any delay due to missing information and/or documents from an application.

For your information, common application issues are:

1. Online application with incorrect education information
 - **DO NOT** combine your program hours into one year, or divide the total hours/years attended; there must be an accurate program hour break down per year.
 - **DO NOT** combine your total clinical hours under one entry.
2. Insufficient Assessment of Competency chart (i.e., insufficient hours)

Before you contact the College, please read the following resources:

- [How to submit an application to the College](#)
- CTCMPAO's [Pan-Canadian Examinations](#) website
- CTCMPAO's [Pan-Canadian Examinations Application Guide](#)
- CARB-TCMPA's [Candidate Handbook](#) on the Pan-Canadian Entry-Level Examinations in Traditional Chinese Medicine (TCM) and Acupuncture
- CARB-TCMPA's [Entry-Level Occupational Competency Profile](#)