

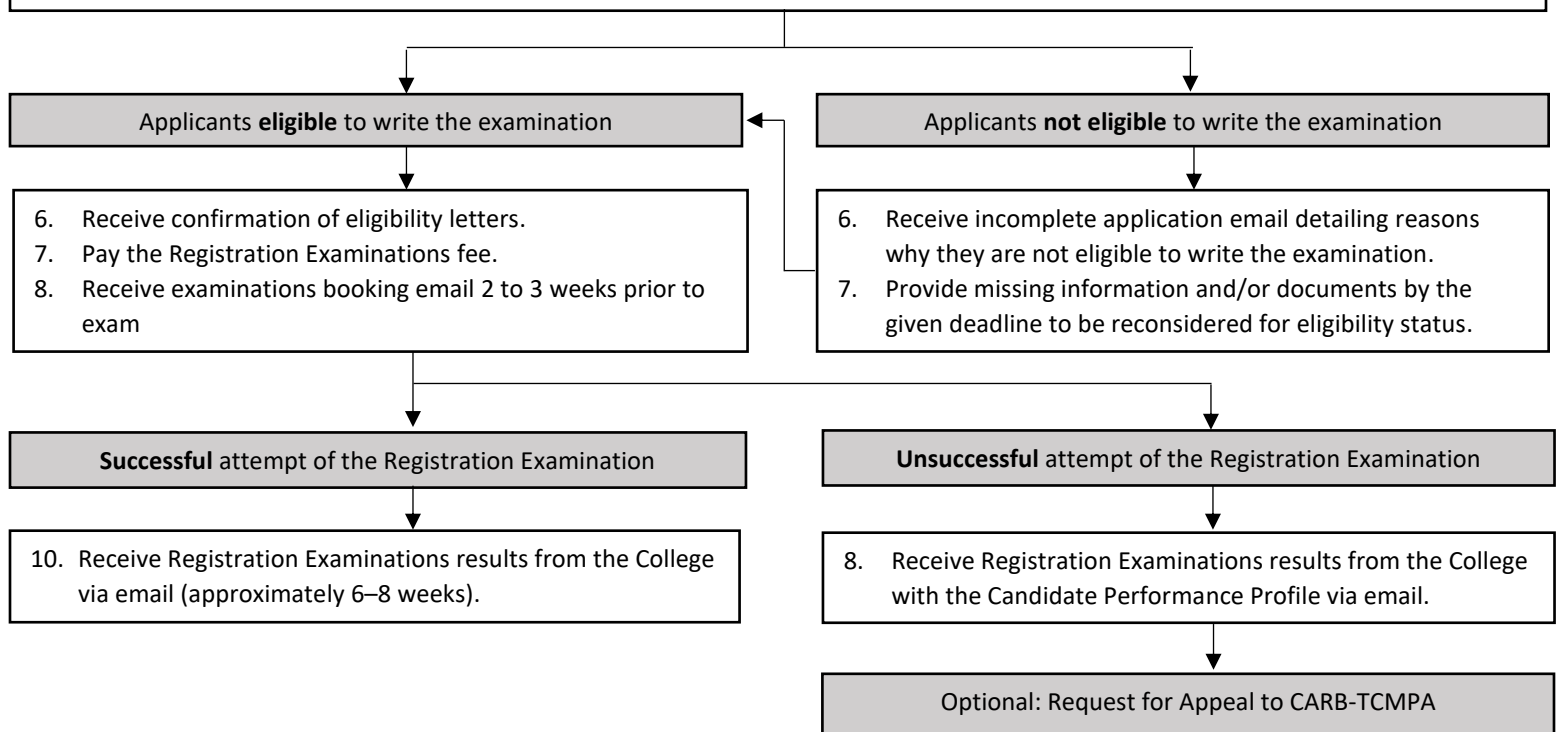


Registration Examinations Application Process

To become a Registered TCM Practitioner and/or a Registered Acupuncturist in Ontario, you must first complete the [Pan-Canadian Examinations](#) (hereinafter the Registration Examinations). The Registration Examinations are open to all applicants within and outside Canada, and are a requirement of registration as set out in Section 9 of [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 determine your eligibility, based on personal information and educational history. Applications and fees are valid only for the current examination administration.

The Registration Examinations are offered twice a year in Spring and Fall, with the application period being from December to January and June to July, respectively. For detailed information about the Pan-Canadian Examinations and the required documentation, please see CTCMPAO's [Pan-Canadian Examinations Application Guide](#).

1. Submit all the supporting documents to the College by email:
 - ☐ 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 non-refundable 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).





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It is your responsibility to ensure that your application is complete and accurate, and that the College receives all required documents and information on time. Incomplete applications cannot be processed and will be closed. To apply for another examination, a new application must be submitted and will be reviewed based on the criteria in effect at the time of submission. Applications will be processed in the order they are received once all necessary documents are provided. The College is not responsible for any delays caused by missing documents or incomplete information in 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](#)