

3. Applicants from outside of Canada

- 3.1 The applicant must provide CHAPA with original or certified-true copies of degrees, diplomas, certificates, etc. (CHAPA will retain a copy and will return the original documents).
- 3.2 Official transcript confirming the date on which the degree/diploma/certificate was conferred; and a verified and signed summary of clinical practice hours. The documents must be original and sent directly to CHAPA from the issuing academic institution.
- 3.3 A handbook, syllabus, or calendar that provides a detailed description of the applicant's program of study and clinical practicum. The course descriptions should include: a) course objectives and format, and b) total number of lecture hours.
- 3.4 Evidence of English language proficiency, if English is not their first language.
- 3.5 A current resume indicating experience in fitting hearing aids and job history.
- 3.6 Two letters of reference attesting to good character.
- 3.7 A criminal records check.
- 3.8 Application form must be completed and accompanied by \$375.00 fee.
- 3.9 The applicant, at their own expense, will be required to provide an International Assessment of Credentials*. If the applicant's educational requirements are deemed equivalent to an approved Hearing Aid Program (60 credits), the applicant may apply for an Associate membership with the College of Hearing Aid Practitioners of Alberta. The cost of the Associate membership is \$250.00.
- 3.10 The applicant will be required to successfully complete the CHAPA Competency exam which consists of 2 parts, the Theory exam \$200.00 and the Practical exam \$400.00. Once the applicant has successfully completed the CHAPA Theory exam, they may apply to change their status from Associate Member to Student/Intern and receive the appropriate practice permit.
- 3.11 Upon successful completion of the CHAPA Competency exams, the applicant may apply to have the Associate membership moved to the Temporary register as a Hearing Aid Practitioner. The appropriate annual practice permit fee must be paid.
- 3.12 While on the Temporary register, the out-of-country practitioner must work under the direct supervision of a qualified regulated member. The supervising member should have two or more years of experience as a practicing Hearing Aid Practitioner.

3.13 The applicant must successfully pass the NBC-HIS exam within 2 years of registration as a regulated member of the College. The applicant must then apply to the Registrar to have their name moved from the temporary register to the general register.

Note: It normally takes from 4 to 6 months to process an out-of-country application once the applicant has submitted all the required documentation.

Academic credentials assessment can be obtained from:

International Qualifications Assessment Service (IQAS)
Fourth Floor, Sterling Place
9940 – 106 Street NW, Edmonton, AB T5K 2N2
Telephone: 780-427-2655 Fax: 780-422-9734

Website: <http://work.alberta.ca/IQAS>

*Applicants need to request **Specialized Assessment** and complete the *Release the Assessment Results to Other Institutions/Organizations* section so that the assessment report can be sent directly to CHAPA.