

Proposed Fees in Bylaws

Part 18: Fees

18.01 Schedule of Fees

The College shall maintain, as a Schedule to these bylaws, a list of all fees and penalties which may be charged or imposed by the College, as amended from time to time. Where no fee has been set out in the Schedule, a Registrant, health profession corporation, or other person shall pay to the College the fee set by the Registrar and CEO for anything that the Registrar and CEO is required or authorized to do.

18.01.1 The College will provide written notice of a fee or penalty to a Registrant when it is due. A Registrant's obligation to pay a fee or penalty continues regardless of whether the Registrant fails to receive notice of a fee or penalty due to incorrect or out of date contact information.

18.02 Registration Year

The registration year for Registrants shall be from June 1 to May 31 of the following year.

18.03 Application Fee

Every applicant for a Certificate of Registration of any Class shall pay an application fee, as set out in the Fee Schedule, immediately upon the applicant submitting a completed application to the Registrar and CEO.

18.04 Registration Fee

The registration fee is an amount equal to the annual renewal fee. After an applicant is notified by the College that their application for a Certificate of Registration has been approved, the initial registration fee for the General, Provisional or Emergency Class Certificate of Registration is payable, prorated on a quarterly basis, as set out in the Fee Schedule.

18.05 Renewal Fee

Every Registrant shall pay an annual renewal fee for each Certificate of Registration on or before May 31 of each year as set out in the Fee Schedule. At least 60 days before the renewal fees are due, the Registrar and CEO shall send to each Registrant a notice stating that the renewal fees are due and a request for information required under the regulations and the bylaws of the College. The obligation to pay the renewal fee continues even if the Registrar fails to provide the notice or the Registrant fails to receive such notice.

18.06 Fee Waiver

The Registrar and CEO may waive all or part of a fee, penalty, or amount in exceptional circumstances. The Registrar and CEO shall document the reasons for the waiver.

18.07 Outstanding Amounts

Any outstanding balance owing to the College in respect of any decision made by a College committee, and any other fees payable under this bylaw, will be added to and included in the registrant's annual renewal fees set out in the Fee Schedule.

18.08 Fee adjustments

Effective June 1, 2024, and for the subsequent 5 years, the Board shall annually review the renewal fee, and where they deemed it appropriate, may increase the fee by not more than 2% each year, plus applicable taxes, rounded up to the nearest dollar.

Schedule B to the Bylaws

Fee Schedule

Fees relating to applications for Certificate of Registration in any Class

Fee Item	Fee	HST 13%	Total Fee*
Application Fee	\$200.00	\$26.00	\$226.00
Returning Applicant	\$40.00	\$5.20	\$45.00

Fees relating to Registration for General, Provisional, or Emergency Class

Fee Item	Fee	HST 13%	Total Fee*
Full Year (June 1 – May 31)	\$671	\$87.23	\$758.00
Second Quarter (September 1 – November 30)	\$503	\$65.39	\$568.00
Third Quarter (December 1 – February 28)	\$335	\$43.55	\$379.00
Fourth Quarter (March 1 – May 31)	\$168	\$21.84	\$190.00

Fees relating to Renewal

Fee Item	Fee	HST 13%	Total Fee*
Renewal (Full Year June 1 – May 31)	\$671.00	\$87.23	\$758.00
Late Payment	\$100.00	\$13.00	\$113.00

Fees relating to Temporary Class

Fee Item	Fee	HST 13%	Total Fee*
Renewal	\$66.00	\$8.58	\$75.00

Fees relating to Professional Corporations and Certificates of Authorization

Fee Item	Fee	HST 13%	Total Fee*
Application	\$500.00	\$65.00	\$565.00
Annual Renewal	\$250.00	\$32.50	\$283.00
Late Payment	\$25.00	\$3.25	\$28.00

Other Fees

Fee Item	Fee	HST 13%	Total Fee*
Service Charge for declined payments	\$25.00	\$3.25	\$28.00
Duplicate Certificate	\$25.00	\$3.25	\$28.00
Letter of Standing	\$40.00	\$5.20	\$45.00
Copying documents	\$40.00	\$5.20	\$45.00

* Fees are rounded up to the nearest dollar.

Previous Bylaws

~~18.01 Application Fee~~

~~18.01.1~~—There shall be a non-refundable application fee of \$200.00 plus applicable taxes. No further application fee will be required if the applicant reappplies to the College or pursues further evaluation from the College within one year of payment of the application fee in question.

~~18.01.2~~—Despite bylaw 18.01.1, the reinstatement fee for an applicant who previously resigned their general practicing certificate of registration with the College and whose application does not involve a referral to the Registration Committee is \$40 plus applicable taxes.

~~18.02 Fees Waiver~~

~~18.02.1~~—The Registrar may waive all or part of a fee, penalty or amount in exceptional circumstances. The Registrar shall document the reasons for the waiver.

~~18.03 Registration Fee~~

~~18.03.1~~—The Registration Fee is an amount equal to the Annual Fee.

~~18.03.2~~—The College registration year is from June 1 to May 31. Registration Fees are pro-rated on a quarterly basis for new Registrants. Pro-rated fees for registration between the following dates are as follows:

- ~~a.~~—between June 1 and August 31, \$657.55 plus applicable taxes;
- ~~b.~~—between September 1 and November 30, \$493.17 plus applicable taxes;
- ~~c.~~—between December 1 and February 28, \$328.78 plus applicable taxes;
- ~~d.~~—between March 1 and May 31, \$164.39 plus applicable taxes.

~~18.03.3~~—The Registrar shall rebate a Registrant who resigns between June 1 and August 31, \$328.78 plus applicable taxes.

~~18.04 Annual Fee~~

~~18.04.1~~—Every Registrant shall pay an Annual Fee in accordance with this section for each registration year.

~~18.04.2~~—A registration year begins on June 1 in one year and ends on May 31 in the following year.

~~18.04.3~~—The Annual Fee for a registration year must be paid on or before June 1 in the registration year. Effective May 31, 2018 the Annual Fee for a registration year must be paid on or before May 31 in the registration year.

~~18.04.4~~—The Annual Fee payable by a Registrant for a registration year is:
a.—\$657.55 plus applicable taxes for a Registrant holding a general

~~practising certificate or a provisional practising certificate; and
b. \$65.76 plus applicable taxes for a Registrant holding a temporary certificate.~~

~~**18.04.5**—A Registrant shall not pay an Annual Fee for the registration year in which the Registrant is issued a certificate of registration and has paid the Registration Fee.~~

~~**18.04.6**—On or before April 1 of any registration year, the Registrar shall notify each Registrant of the amount of their Annual Fee and of the fact that effective May 31, 2018 it is due on May 31.~~

~~**18.04.7**—If a person is first issued a certificate of registration between April 1 and June 1 of any registration year, the Registrar shall make reasonable efforts to notify the Registrant as soon as possible of the amount of their Annual Fee and of the fact that effective May 31, 2018 it is due on May 31.~~

~~**18.04.8**—The Registrar shall rebate a Registrant holding a general practicing certificate or a provisional practicing certificate who resigns between June 1 and August 31, \$328.78 plus applicable taxes.~~

~~**18.05—Late Fee**~~

~~A Registrant who fails to pay an Annual Fee on or before the day on which it is due shall pay a penalty of \$100.00 plus applicable taxes, in addition to the Annual Fee.~~

~~**18.06—Fee for Returned Cheques**~~

~~**18.06.1**—The fee for the first cheque submitted to the College and returned as non-cashable is \$25.00 plus applicable taxes.~~

~~**18.06.2**—Where a cheque has been returned, re-payment of the amount due, as well as the fee outlined in s. 18.06.1, shall be paid by money order or certified cheque.~~

~~**18.06.3**—When a returned cheque is tendered in relation to the Annual Fee and it is not remedied by the deadline for the payment of the Annual Fee, then in addition to the fee for returned cheques, the late fee is applicable.~~

~~**18.07—Fee for Replacement Documents**~~

~~**18.07.1**—The fee for a replacement certificate of registration is \$25.00 plus applicable taxes.~~

~~**18.08—Fees Set by the Registrar**~~

~~**18.08.1**—A person shall pay for anything that the Registrar or a committee is required or authorized to do by statute, regulation or bylaw:~~

~~a.—if a fee is specified, the specified fee; or~~

~~b.—if no fee is specified and if the Registrar has set a fee, the fee set by~~

the Registrar.

~~18.09 Fees for Letters, Confirmations of Certified Documents~~

~~18.09.1~~—The fee for follow-up letters to a Registrant who has not complied with a request to which the Registrant must comply, such as a request to make available the Registrant's self-evaluation report to the Quality Assurance Committee is \$25.00 plus applicable taxes per letter.

~~18.09.2~~—The fee for confirming documents or information for the purposes of administering the Labour Mobility Support Agreement, including a certified copy of proof of graduation, transcripts of studies, examination results, registration status or standing with the College, is \$40.00 plus applicable taxes per request. A request can include confirmation of multiple items of information.

~~18.10 Fees for Professional Corporations~~

~~18.10.1~~—The fee for the issuance of a certificate of authorization, including any reinstatement of a certificate of authorization, for a professional corporation is \$500.00 plus applicable taxes.

~~18.10.2~~—The fee for the annual renewal of a certificate of authorization is \$250.00 plus applicable taxes.

~~18.10.3~~—A professional corporation of a Registrant listed in the College's records as a shareholder of a professional corporation shall pay an administrative fee of \$25.00 plus applicable taxes for each notice sent by the Registrar to the corporation or Registrant for failure of the corporation to renew its certificate of authorization on time. The fee is due within 30 days of the notice being sent.

~~18.10.4~~—The fee for issuing a document or certificate respecting a professional corporation is \$25.00 plus applicable taxes.