Prince Edward Island College of Occupational Therapists

PO Box 2248, Stn Central, Charlottetown, PEI C1A 8B9

Initial Application to PEI College of OT - Registration Requirements Checklist

Mail the following information directly to the registrar:

☐ Photocopy of birth certificate.

☐ Color photocopy of a validated picture ID (current passport or driver's license).
Completed, signed, and witnessed registration form.

☐ Official transcripts directly from the university (mailed from university to registrar) or letter from university confirming successful completion of all course work & fieldwork until official transcripts are available.

☐ Documentation of successful completion of the National Occupational Therapy Certification Examination (NOTCE), unless graduated from a Canadian program prior to Dec. 31, 1985, or statement of candidacy to write the NOTCE.

☐ Certificate of professional liability insurance, confirming $5,000,000 coverage, policy number and expiry date.

☐ Recent criminal records check including vulnerable sector check (completed within the 6 months prior to initial application to PEICOT).

☐ Successful completion of the PEICOT Jurisprudence Test (contact the registrar for the test and education materials)

☐ If the applicant has been practicing in another Canadian jurisdiction(s), the following is required:

- A completed regulatory history form from each jurisdiction (available on website), and
- Proof of participation in a jurisdiction's continuing competency program.

☐ The applicant who has been practicing in another Canadian jurisdiction may also want to discuss their eligibility to utilize the Labor Mobility Support Agreement process with the registrar.

☐ Photocopy of degree, following convocation if new graduate (not required to move from Provisional Register to General Register).

☐ Evidence of meeting currency requirement: a) graduation from education program within the 18 months preceding the application, or b) active practice as an OT for at least 600 hours in the three (3) years preceding the date of application, or c) successful completion of a refresher/re-entry program within the 18 months preceding the date of application.

☐ Cheque or money order made payable to PEICOT for administration fee + appropriate time frame (12, 9, 6 or 3 months).

Address: Registrar PEICOT,
PO Box 2248, Stn Central,
Charlottetown,
PE C1A 8B9

Revised: March 27, 2019