



# Application for the Courtesy Register

Registration #:	_____
Date Received	_____
Date of Process:	_____

This application form is for occupational therapists who normally reside outside of Alberta and who wish to teach or provide occupational therapy services temporarily in Alberta; including educators, researchers, consultants and participants in OT exchange programs. Applicants will have an unrestricted practice permit with another licensing/registering organization and have a time limitation attached to their tenure in Alberta. Other applicants may be registered on the Courtesy Register at the discretion of the Registrar.

Courtesy permit registration must be completed prior to the start of any temporary employment in Alberta.

Requirements to register on the Courtesy Register of the College include:

- original, completed application form
- Regulatory History form, completed by your licensing/registering OT organization
- copy of current practice permit
- evidence of professional liability insurance

## Fees

The Courtesy Register permit fee is \$60.00 per month or equivalent.

Payment must be submitted with the application form and must be paid in full for the duration of tenure in Alberta. All payments are required in Canadian funds.

<b>Personal Information</b>		
Surname:	Given Name(s):	
Address (Street Apt No.):	City:	
Province/State:	Postal Code:	
Telephone: (    )	Fax: (    )	
Email:		
<b>Course Information</b>		
Event, Course or Project:		
Name of Site Location:		
Address (Street Apt No.):	City:	Postal Code:
Contact Person:	Telephone:	
Provide exact dates for the start and end of the event, course or project:		
<b>Declaration</b>		
I hereby certify that the information given by me in this application is true, correct and complete to the best of my knowledge. I agree to abide by the Health Professions Act of Alberta, the Occupational Therapists Regulation and the Bylaws of the Alberta College of Occupational Therapists.		
Signature	Date	