

Office Use Only	
Received	
Registration #	

## APPLICATION FOR REGISTRATION

NAPEG adheres to the privacy standards under the Personal Information Protection Act regarding the collection, disclosure, and use of personal information. It is the applicant's responsibility to personally complete all components of the application. [NAPEG's Privacy Policy](#).

### 1. PERSONAL INFORMATION

Legal Last Name(s)		Full Legal First/Given Name(s)		Full Legal Middle Name(s)				
Preferred First Name (if different from above)			Former Name (Ex. maiden name, name changes)					
Title:	Mr.	Ms.	Mrs.	Dr.	Gender:	Male	Female	Undeclared
Birthplace:			Date of Birth (mm/dd/yyyy)					
Check one:	Canadian Citizen		Permanent Resident Since _____		Lawfully permitted to work in Canada			

Please note that we require a copy of your government-issued photo identification (ID), such as a driver's licence or passport. Your registration certificate will be issued with your full legal name.

Provide both your home and work address. Your stamp and certificate will be sent to the address you select as your primary address. To prevent your stamp or certificate from being returned, ensure your address is accurate and all unit numbers, etc. are included. You will be responsible for the expense of undeliverable stamps or certificates.

#### Home - Use this address as my primary address

Street/PO Box			
City/Town		Province/Territory/State	
Country		Postal/Zip Code	
Email			
Home Phone		Cell Phone	

#### Work - Use this address as my primary address

Employer			
Job Title		Start Date (mm/dd/yyyy)	
Street/PO Box			
City/Town		Province/Territory/State	
Country		Postal/Zip Code	
Email			
Work Phone		Cell Phone	

The governing legislation in the NT/NU requires that firms must have a Permit to Practice if they are practicing professional engineering or professional geoscience in the NT/NU. If you are practicing professional engineering or geoscience on behalf of a firm, the firm is considered to be practicing and must have a Permit to Practice. If you are a sole proprietor and incorporated, you must have a Permit to Practice. If the firm believes it does not require a permit, the firm may [Request for Exemption](#) explaining why the firm does not require a permit.

## 2. APPLICATION TYPE

I am applying to be a Professional:      **Engineer**      **Geoscientist**      **Dual (Engineer and Geoscientist)**

Select one:      am or was registered elsewhere in Canada (Mobility)  
 never been registered in Canada  
 currently non-practicing switching to active status  
 reinstatement (# \_\_\_\_\_)

If you are applying for reinstatement, please indicate if you possess your original professional rubber stamp or require a new one.

I possess my original rubber stamp      I require a new rubber stamp

I am applying to be an:      **Engineer-in-Training**      **Geoscientist-in-Training**

Select one:      never before registered with  
 NAPEG reinstatement (# T \_\_\_\_\_)

## 3. AREA OF PRACTICE

Engineering Area of Practice:

Agricultural	Environmental	Industrial	Mining	Structural
Chemical	Fire Protection	Instrumentation	Mineral Processing	Surveying
Civil	Geological	and Controls	Petroleum	Water Resources
Computer	Geomatics	Mechanical	Physics	
Electrical	Geotechnical	Metallurgical	Other:	

Geoscience Area of Practice:

Geochemistry      Geology      Geophysics      Hydrogeology      Other:

## 4. POST-SECONDARY EDUCATION

Degree	Discipline	Institution	City/Country	Graduation Year
Example: B.Sc.	Civil	Carleton University	Ottawa, ON	1995

## 5. EXPERIENCE AND REFERENCES

- All applicants are required to provide a current resumé.
- Do not provide the names of your references at this time. We will contact you if they are needed.

## 6. CHARACTER

Have you ever been found guilty of, or is there an outstanding judgement against you for:

a. unprofessional or unskilled practice by a professional regulatory organization or agency?	Yes	No
b. an offence under the Engineering or Geoscience Professions Act or Regulations or equivalent legislation in other jurisdictions?	Yes	No
c. any criminal offence?	Yes	No
d. negligence due to unskilled practice of the professions in any civil actions?	Yes	No

If you answered yes, to any of the above questions, please send information relating to the issue, in confidence, directly to NAPEG's Executive Director and Registrar, [registrar@napeg.nt.ca](mailto:registrar@napeg.nt.ca).

Please note that NAPEG Code of Ethics #12 says that Professional Engineers and Professional Geoscientists shall advise the Executive Director, without delay, of the initiation of discipline proceedings against themselves by an extraterritorial disciplinary body.

## 7. PROFESSIONAL STATUS

I am, or have been, **in the past or at present**, registered in the following Provinces/Territories. Please use a separate sheet if necessary.

Jurisdiction	Member #	Status (and year if applicable)
Example: APEGA	#123456789	Current / Resigned 2000 / Non-Practicing 2010 / Struck 2020

Please complete if applicable:

I previously applied for registration with \_\_\_\_\_ and my application was:

- Select one:
- refused
  - rejected
  - withdrawn

Please note that in addition to obtaining confirmation of standing of current and past memberships, NAPEG also obtains information from other directories.

## 8. PROFESSIONAL PRACTICE

- Select one:
- I will pass the Professional Practice Examination (PPE) to fulfil the registration requirements
  - I have successfully completed the PPE through Province/ Territory \_\_\_\_\_ Year \_\_\_\_\_
  - I gained professional status before the PPE was required

### NAPEG Essay

All Professional Engineer or Professional Geoscientist applicants will write and submit a 300-500 word essay demonstrating their understanding of how their professional practice will differ in the Northwest Territories and Nunavut (NT/NU) from practice in other jurisdictions. **Essays are not required for Member-In- Training and reinstatement applicants, or those switching from non-practicing to active status)**

The essay may include specific examples related to the differences in the acts, codes, and laws, and/or specific examples related to the difference in the environmental, social and geological setting of the Northwest Territories and Nunavut. The essay may include, but are not limited to such topics as weather extremes, operating seasons, remote access, permafrost, climate change, land claims, community consultations, and wildlife and/or soil/vegetation impact sensitivity.

The essay should consider the potential effects these differences have on your professional practice, not what differences do exist.

## 9. CONSENT

- I have reviewed the NAPEG website, and I understand, and meet, the requirements indicated for my application type. If I fail to meet these requirements and wish to change my application type, or withdraw my current application until a later date, I acknowledge that my fees are non-refundable.
- I understand that my personal information is stored in the NAPEG database.
- I understand that NAPEG shares personal information primarily to administer the Act, which includes processing applications under mobility agreements and providing information to other regulatory bodies in the investigation of alleged breaches of the Act or Bylaws. Investigative findings may be published and shared with Engineers Canada for inclusion in its National Membership Database of Professional Engineers in accordance with the Memorandum of Understanding on Discipline and Enforcement for Associations/Ordre of Professional Engineers in Canada and the Agreement on Mobility of Professional Engineers within Canada.
- I hereby grant consent to NAPEG to release electronically any information or records relevant to the application and discipline enforcement processes to such individuals as may be required for the progression or consideration of my application which consent is given with knowledge of the Act and the Personal Information Protection and Electronic Documents Act. (PIPEDA)

**Yes, I understand and consent to the above**

## 10. DECLARATIONS

- I declare that all the above statements are complete and correct to the best of my knowledge and belief. I agree to file additional information if the response to any question changes between now and the date of my registration. I understand that a false statement or misrepresentation may disqualify me for registration.
- I grant permission to NAPEG to obtain such additional information as it may deem appropriate from such additional sources as it may deem necessary to the progression of my application.
- I will conform to the requirements of the Engineering and Geoscience Professions Act of the Northwest Territories, the Engineers and Geoscientists Act of Nunavut and the By-Laws, including the Code of Ethics, of the Association if granted membership in NAPEG.
- I declare that I do not have any alcohol or drug dependency or any medical condition that renders me incapable of fulfilling the requirements of a Professional Engineer or Professional Geoscientist.

Signature		Date	
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## 11. CERTIFICATE, STAMPS AND DIGITAL SIGNATURE

Your registration certificate and rubber [Professional stamp](#) will be shipped to you at your primary address after you have been approved for registration by Council and/or Registrar.

### Optional:

If you require a NAPEG Digital Signature, after you have been approved for registration with NAPEG, you may order it directly through Notarius, our authorized digital signature provider, at [www.notarius.com/NAPEG](http://www.notarius.com/NAPEG).

If you require an electronic stamp, NAPEG needs to pre-order it. Please indicate if you would like to order an electronic stamp.

yes, I would like an electronic stamp      no, I do not require an electronic stamp

Please allow five days after receiving your registration approval from NAPEG to receive your electronic stamp.

The information above does not apply to Member-in-Training applicants, and applicants who have not yet been registered in Canada.

## 12. APPLICATION CHECKLIST

In order to have my application processed in a timely manner, I have attached my:

NAPEG Essay (if applicable)	current resumé
government issued photo ID	fees

Applications can be emailed to [napeg@napeg.nt.ca](mailto:napeg@napeg.nt.ca), faxed to 867-873-4058, or mailed to NAPEG at:  
201, 4817 - 49 Street | Yellowknife, NT | X1A 3S7

### 13. FEES

The application fee, annual dues, rubber and electronic stamp fees (if applicable) must be submitted with your completed application. Application fees are non-refundable. The only circumstance that the annual dues and stamp fees would be refunded is if your application for registration was not approved by Council and/or Registrar.

#### Fee Breakdown

Item	Member-In-Training (MIT) Applicant	MIT (APEGA) * and MIT Reinstatement Applicant	New Professional Applicant	Mobility Applicant (P.Eng. and P.Geo. only)	P.Eng. and P.Geo. Reinstatement Applicant
Application Fee	175.00	100.00	500.00	100.00	100.00 **
Annual Dues		100.00		340.00	340.00
Rubber Stamp				40.00	40.00 ***
GST	8.75	10.00	25.00	19.00	19.00
<b>Total</b>	<b>183.75</b>	<b>210.00</b>	<b>525.00</b>	<b>499.00</b>	<b>499.00</b>

#### Optional

Electronic Stamp				25.00	25.00
GST				1.25	1.25
<b>Total</b>				<b>26.25</b>	<b>26.25</b>

\* Although Members-in-Training (MITs) are not part of those considered for mobility under the Agreement on Internal Trade (AIT) – Canada Free Trade Agreement, MITs who have had their credentials examined and approved by APEGA's Board of Examiners (BOE) and are currently registered and in good standing with APEGA, will not be required to go through the BOE process again. This is because APEGA's BOE is also NAPEG's BOE.

\*\* The application fee will be waived if you resigned in good standing within the previous two years. If it has been more than two years, you must submit the application fee. The fee will not be waived if you were struck from the register.

\*\*\* If you are still in possession of your original professional stamp, you will not be required to obtain a new one unless there is a change in your registration category or name (indicate if a new stamp is required in section 1. *Application Type* of this form).

Please note that annual dues are prorated based on the month your registration is **approved** (see below); therefore, the total amount for fees may be less than shown above. You will be informed of the total amount of fees upon receipt of your application.

January, February and March	100%
April, May and June	75%
July, August and September	50%
October, November, December	25%

The annual dues required for a change from non-practicing to active is not prorated. Full dues for the year are required. Your registration will be complete upon payment of the balance between non-practicing and active annual dues (\$210 including GST).

After approval of registration, you will be provided with log in instructions to access your NAPEG account through our Member Portal. It is there that you will be able to access the receipt for your fees, update your contact information, report your professional development hours, renew your registration in subsequent years, etc.

#### 14. IMPORTANT INFORMATION FOR NAPEG REGISTRANTS

- Engineers Canada sponsors a range of products and services that provide value-added benefits to all NAPEG registrants and their families. Members can go directly to the Engineers Canada website for more information.
- It is essential, in the interests of the public, that Professionals engage in lifelong learning to maintain competence. NAPEG's Continuing Professional Development (CPD) program is mandatory.
- Annual renewal begins in November of each for the next year. Renewal notices will be sent to your primary email address. Failure to complete your renewal by March 1 will result in an automatic \$45 late fee. Failure to renew by April 1 may result in being struck from the register.
- If you're interested in learning about or obtaining a NAPEG Digital Signature, please visit the [Digital Signature page](#) on NAPEG's website.
- If you are no longer practicing in the NT/NU, and feel that you no longer require licensure with NAPEG, you must submit your resignation in writing, declaring that you are no longer practicing in the NT/NU. Failing to do so, may result in being struck from the register.
- All stamps remain the property of the Association and shall be returned on termination of registration. If you anticipate practicing in NT/NU in the future, you may retain the stamp for the time being.

## FEE PAYMENT FORM

Please note that NAPEG does not retain credit card information after your fees are processed.

This page will be destroyed.

I wish to pay my fees by:  the attached cheque, or  Credit Card

### CREDIT CARD INFORMATION

Type of Card:	<input type="checkbox"/> VISA	<input type="checkbox"/> Master Card
Credit Card #		
Expiration Date		CVV (3 digits on back of Card)
Name on Card		
Signature		
Email		Phone

If paying by cheque, please mail the application documents and cheque to NAPEG at:

201, 4817 - 49 Street | Yellowknife, NT | X1A 3S7