

**APGNS Policy Regarding Appeal of a Registration Decision**  
**Approved by Council October 2018; update July 2019**

**FORWARD**

The Association of Professional Geoscientists of Nova Scotia (APGNS; Geoscientists Nova Scotia) has developed this policy as a companion document to the **APGNS, *Geoscience Profession Act*** and by-laws of the Association, and in preparation for the revision of the ***Geoscience Profession Act*** and the development of ***Geoscience Practice Regulations***.

This policy and procedure document is intended as an addendum to the current by-laws of the Association and reflects the currently accepted procedures as well as the by-laws under development for the revised ***Geoscience Profession Act*** and ***Geoscience Practice Regulations***. Where accuracy is critical, please consult the current ***Geoscience Profession Act*** and the by-laws of the Association.

**Request for an Appeal regarding a Registration Decision by the Council or the Admissions Board**

The Admissions Board shall provide the Council with a recommendation regarding the rejection of an application for professional registration with reasons and, if the recommendation is approved by Council, the Registrar shall inform the applicant of the decision and the right to appeal to the Registration Appeal Committee

The Registration Appeal Committee shall be appointed by Council and shall consist of:

- (a) at least one public representative; and
- (b) at least two members who are not currently serving on Council or the Admissions Board.

A quorum of the Registration Appeal Committee consists of a majority of the members appointed.

Failure of one or more Registration Appeal Committee members to receive any notice of a meeting does not invalidate the proceedings at the meeting or hearing, and nothing precludes the members from waiving notice of the meeting.

All Registration Appeal Committee decisions require a majority vote from the persons serving on the Committee.

Where a proceeding is commenced before the Registration Appeal Committee and the term of office of any person sitting on the Committee expires, the Chair of the Registration Appeal Committee may extend the term of office of such person until the proceeding is concluded.

The Registration Appeal Committee shall determine the process to be used for the appeal, and shall determine whether the appeal process will include written submissions or oral submissions before the Registration Appeal Committee.

The Registration Appeal Committee may, in its discretion, allow the introduction of new evidence that was not before the Admissions Board, under such terms as the Registration Appeal Committee determines.

The Registration Appeal Committee, in accordance with the information it receives, may make any determination that, in its opinion, ought to have been made by the Council.

The Registration Appeal Committee shall give its decision in writing to the Registrar and the Registrar shall send the applicant a copy of the written decision by registered mail or personal service.

The decision of the Registration Appeal Committee is final.