

**Appendix B.**  
**Additional Information Regarding the Policy and Procedures with Respect to  
Re-Instatement of Professional Geoscience Registration**

**The Association of Professional Geoscientists of Nova Scotia  
approved September 2017; updated March 2018**

**Preamble**

Applicants for professional geoscience licensure must demonstrate that they have attained the academic requirements, geoscience work experience and good character required for independent professional practice.

Professional geoscientists are expected to be aware of and comply with the Code of Ethics and it is considered a professional obligation to ensure that annual fees are in good standing. Continuing Professional Development reporting is considered mandatory by APGNS as it is in most associations.

The primary question associated with re-instatement of licensure is, what activities has the applicant undertaken during the lapse in licensure? If the applicant was sanctioned for non-payment of fees and continued to practice geoscience in NS, that may be considered illegal practice and unfair competition for licensed practitioners.

**General Notes on the Interpretation, Application and Actions of the Re-Instatement Policy**

The interpretation, application and action presented here cannot address all circumstances or situations where a former registrant applies for re-instatement. Implementation of the Geoscience Profession Act and the by-laws, (the amended Geoscience Profession Act, the Regulations, and the by-laws) as well as the Policy is normally left to the Registrar. Where clarification is required the Registrar will consult with the Executive Committee, the Council, the Admissions Board and/or others as necessary.

**Example case:**

The former member was stricken from the Register based on non-payment of annual fees as well as late fees. The former member did not resign in good standing. The laps in licensure has been more than one (1) year. The following requirements were outlined to the former member by the Registrar:

- 1.) The applicant must submit a formal letter to the Registrar requesting re-instatement of professional geoscience registration / licensure. The letter should clearly state why the applicant allowed his/her registration to lapse. It should also clearly state the circumstances of his/her request for re-instatement.
- 2.) The letter should clearly indicate whether or not he/she has been or are registered with another Canadian jurisdiction. Include his/her registration file number and date of registration. The Registrar will confirm his/her registration status and determine if transfer of registration is applicable.

## Appendix B. Policy and procedures with respect to re-instatement

- 3.) The applicant should provide a signed and dated, up to date resume that clearly indicates whether or not professional geoscience activities were conducted in Nova Scotia during his/her lapse of registration. The resume should be a reverse, detailed chronological work history, including employer, job title, dates, location, responsibilities, etc. The Registrar may confirm your work history.
- 4.) The applicant should submit updated Continuing Professional Development report(s) describing his/her recent professional development activities which demonstrate competence to return to professional geoscience practice.
- 5.) The applicant may choose to submit the names and contact information of professional references who are familiar with and can attest to his/her geoscience work history. The Registrar may contact these references in confidence. The applicant may also submit letters of support for his/her application for re-instatement.
- 6.) The application for re-instatement should include payment of the applicable fees as per the 2017 schedule of fees and service charges:

Application for Reinstatement of P.Geo Designation (without resignation in good standing):  
\$275.00 + HST = \$316.25.

and

The professional registration fee applicable to the current year:  
e.g. the annual fee in 2017 is \$450.00 + HST = \$517.50.

- 7.) In the case where it is determined that the applicant has been practicing geoscience in Nova Scotia without being registered / licensed by APGNS or by another professional association, Council may require the applicant to pay the applicable fees for any or all of the years when registration has lapsed or stricken. Council may waive any or all of this requirement. In the case where additional fees are imposed by Council, an invoice will be issued and payment will be required within six (6) weeks.
- 8.) The letter of request, the supporting material(s), and any additional information the will be compiled by the Registrar for consultation with the Admissions Board. The information as well as the recommendation of the Board will be presented to Council for consideration. Council may decide that additional information is required, may approve the application for re-instatement, or may decline the application. In the case where the application is declined, the applicant may re-submit the application after one year or at such time as recommended by the Council.
- 9.) The decision of the Council may be appealed within 30 days from receipt of the decision. The appeal must be filed in writing to the Registrar who will forward the complete file to the Registration Appeal Committee. The decision of the Committee is final.