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| **Department** | Registration / Exam  |
| **Title** | Registration Exam Policy – Applying and Scheduling |
| **Date Approved:** | January 2023 |
| **Approved By:** | Exam Committee |
| **Dates Reviewed:** | February 2023 – Exam Committee  |
| **Date of Next Review** |  |
| **Version** | 1.0 |

Complete exam applications will be reviewed by the examinations team and scheduled into the next available exam session within four weeks of submission.

Candidates with a Provisional Practice certificate are required to be registered in the next available exam session. This is a requirement for all candidates in supervised practice as outlined in the Physiotherapy Act, 1991.

Candidates that do not have a Provisional Practice certificate are not required to take the next available exam. When a date is assigned, these candidates will have 10 business days to decline the offered date without financial penalty. Changing their assigned dates after the 10-business day period will result in payment of a rebooking fee or other associated fees as outlined in the Exam Fees Policy.