July 2025

Exam Policy Booklet****

#

Exam Policy Booklet (effective July 10, 2025)

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## OCE Eligibility Policy

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| **Department** | Registration  |
| **Title** | Ontario Clinical Exam — Eligibility Policy |
| **Date Approved:** | May 27, 2025 |
| **Approved By:** | Registration Committee |
| **Dates Reviewed:** | April 27, 2025May 27, 2025 |
| **Date of Next Review** | As required |
| **Version** | Replaces — Exam Eligibility Policy 2.0 effective July 20, 2022To be archived after the OCE has been discontinued in 2026/2027 |

The Ontario Clinical Exam (OCE) was first launched in October 2022, and it continues to be offered. The Canadian Alliance of Physiotherapy Regulators (CAPR) will be launching the Canadian Physiotherapy Exam (CPTE) in January 2026. The College’s Board of Directors has confirmed that successful completion this national exam will meet the College’s “examination” requirement for an Independent Practice Certificate of Registration. The other Independent Practice Certificate of Registration (IPC) eligibility requirements are outlined in [Ontario Regulation 532/98](https://www.ontario.ca/laws/regulation/980532).

Applicants seeking to register in the Provisional Practice class in Ontario and who register no later than January 31, 2026 (with possible extension) will have two options to complete their pathway to licensure:

1. Attempt and successful complete the OCE, or
2. Attempt and successfully complete the CPTE

Out of province candidates must verify that the OCE results will be accepted in their home jurisdiction, and for how long. All applications for registration with the CPO where the applicant is not eligible to work in Ontario will be referred to the Registration Committee.

**To be eligible to attempt the Ontario Clinical Exam, the individual must meet the following criteria:**

1. The exam applicant must have successfully completed the Physiotherapy Competency Exam (Written) within the last five years of the date of applying for the Ontario Clinical Exam
2. The exam applicant must have Canadian citizenship, permanent resident status or an authorization under the Immigration and Refugee Protection Act (Canada) to work in Canada
3. The exam applicant must have submitted an application for a Provisional Practice certificate of registration in Ontario no later than January 31, 2026 (the date of which may be extended by the College if required), or
4. The exam applicant previously held a Provisional Practice certificate of registration in Ontario and has exam attempts available to them, meaning that they have not attempted the Physiotherapy Competency Exam – Clinical, Ontario Clinical Exam or a clinical exam alternative available in any Canadian jurisdiction more than two times. A maximum of three attempts is permitted.
5. The Registration Committee has directed that the individual attempt the OCE, or
6. The individual holds an Independent Practice certificate of registration issued by CPO which has a term, condition or limitation that requires the individual to successfully complete the OCE, or
7. The individual is the subject of an Undertaking or Agreement with the College which requires the successful completion of the OCE.

Candidates with PCE—Written results that are older than five years are required to attempt and successfully complete the national written exam again in order to be eligible for the OCE. The College will provide the exam candidate with a letter to support this application, if required.

**The following individuals will not be eligible to attempt the OCE**

1. Individuals who have attempted and been unsuccessful on 3 or more occasions at
2. the Physiotherapy Competency Exam (clinical) administered by CAPR,
3. the Ontario Clinical Exam (OCE)
4. the Canadian Physiotherapy Examination (CPTE)
5. any clinical examination or alternative pathway to registration recognized for licensure/registration in another Canadian province in a class equivalent to CPO’s Independent Practice Class and which has a pass / fail component, or
6. any combination of the above
7. Individuals who currently hold a Provisional Practice certificate (or equivalent) in another Canadian jurisdiction without also being registered in Ontario in the Provisional practice class
8. The application to attempt the OCE is received after January 31, 2026 (the date of which may be extended by the College if required)

**Managing the Transition to Practice When Not Eligible for the Ontario Clinical Exam**

Individuals who are not eligible to attempt the Ontario Clinical Exam may be eligible to take the Canadian Physiotherapy Exam (CPTE). This exam will be offered by the Canadian Alliance of Physiotherapy Regulators starting in 2026. Details about the exam eligibility criteria and registration is available on [CAPR’s website](https://alliancept.org/canadian-physiotherapy-examination/) [www.alliancept.org](https://www.alliancept.org).

### Provisional Practice Certificate of Registration

The requirements for a Provisional Practice certificate of registration in Ontario are set out in [General Regulation 532/98.](https://www.ontario.ca/laws/regulation/980532) These are the legal requirements. They include:

* A degree in physiotherapy from a Canadian University or a degree from another institution outside of Canada that has been deemed to be substantially similar through the credentialing process overseen by the Canadian Alliance of Physiotherapy Regulators (CAPR)
* The candidate must meet the good character requirements:
	+ They must be mentally competent to practice physiotherapy
	+ They must be able to practice with decency, honesty and integrity and in accordance with the law
	+ They must be able to communicate effectively with, and will display an appropriate attitude towards, patients and colleagues
* They must be a Canadian citizen, a permanent resident or have the legal ability to work in Canada
* They must be able to write or speak English or French with reasonable fluency
* They must have successfully completed the national written exam offered by the Canadian Alliance of Physiotherapy Regulators (CAPR)
* The Physiotherapy Resident will have to have professional liability insurance which meets the College requirements
* When practising as a Physiotherapy Resident in Ontario, the Physiotherapy Resident will practice under the supervision of a College approved practice supervisor

An applicant who by commission or omission makes a false or misleading representation or declaration on or in connection with an application shall be deemed not to have, and not to have had, the qualifications for a certificate of any class.

An applicant cannot have previously attempted and been unsuccessful at the OCE, the Canadian Physiotherapy Exam (clinical), the Canadian Physiotherapy Exam (CPTE) (after January 1, 2026) or any other exam alternative approved by a provincial PT regulatory body in Canada.

## Exam Policy — Applying and Scheduling

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| Department | Exam  |
| Title | Exam Policy — Applying and Scheduling |
| Date Approved: | January 2023 |
| Approved By: | Exam Committee |
| Dates Reviewed: | January 2023April 2024 July 10, 2025 |
| Date of Next Review | To be archived after the OCE has been discontinued in 2026/2027 |
| Version | 3.0 |
| Related Policies | Applying for a Second Provisional Practice Certificate of registration (PPC)  |

Complete exam applications will be reviewed by the exam team and candidates will be scheduled into the next available exam session within **four (4) weeks (20 business days)** of submission of the completed application or as soon after as the College can arrange.

It is not uncommon for candidates to submit their OCE application and application for a Provisional Practice certificate at the same time. The expiry date of a Provisional Practice certificate is directly linked to the assigned Ontario Clinical Exam date.

Exam candidates who do not hold a Provisional Practice certificate of registration in Ontario 45 days before their OCE exam date will have their exam date cancelled, and no refunds will be provided.

Candidates with a Provisional Practice Certificate are required to be registered in the next available exam session.

Once a candidate’s Provisional Practice Application is approved, candidates will need to follow the processes outlined in the Rebooking, Cancellation and Withdrawal Policy (exam policy) for any changes.

## Exam Policy — Accommodations

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| **Department** | Exam  |
| **Title** | Exam Policy — Accommodations  |
| **Date Approved:** | July 20, 2022 |
| **Approved By:** | Exam Committee |
| **Dates Reviewed:** | February 21, 2024July 10, 2025 |
| **Date of Next Review** | To be archived after the OCE has been discontinued in 2026/2027 |
| **Version** | 3.0 |

The College of Physiotherapists of Ontario is committed to providing accessible and equitable service to all exam candidates. The CPO will make the Ontario Clinical Exam (OCE) accessible to persons who require accommodations including those with disabilities, special needs, or other circumstances to the full extent possible, including making arrangements for alternative accommodations to be available for candidates who have provided evidence of documented needs. Requests for accommodation must be identified by the candidate at the time of Exam Registration to ensure that resources can be appropriately and equitably allocated.

The CPO will review requests for accommodation on a case-by-case basis to ensure that candidates seeking accommodation receive a fair and equal chance to demonstrate the required knowledge, skills and abilities for entry to practice, without compromising the exam’s reliability, validity or security. All requests are confidential and will only be discussed between CPO, the candidate seeking accommodation and, if necessary, a third-party consultant to assist with accommodation planning, with the candidate’s consent.

### Procedure

If a candidate requires an accommodation for a disability, temporary disability, or special condition / situation they must indicate this on their exam registration form. College staff will contact the candidate to request additional supporting documentation. The candidate will not be scheduled for an exam until all supporting documents are received and the request can be assessed. Although submission of an accommodation request does not guarantee that a request will be approved, the College will endeavour to provide accommodations where possible.

Examples of Types of Accommodations

* Approved scheduled breaks
* Extra time to complete the exam
* Access to medicine during the exam or during approved scheduled breaks
* Time for prayer
* Time for breastfeeding

This is not an exhaustive list.

### Special Circumstances

* In circumstances where a candidate sustains an injury or illness which requires an accommodation after completing their application to the exam the candidate may still request an accommodation. Evidence supporting this accommodation must indicate when the injury or illness started. These requests are an exception to normal procedures and must be made as soon as possible prior to exam date. Submission of the [Exam Accommodations Request Form](https://www.collegept.org/docs/default-source/ontario-clinical-exam/exam-accommodations-request-form.docx?sfvrsn=103adda1_0) is still required.
* Accommodation requests may be denied if sufficient evidence has not been provided to support the request, or if the accommodation is unreasonable or not operationally possible within the context of the exam delivery method. Any request that is determined to compromise the validity or security of the exam or provide a candidate with an unfair advantage will be denied.
* The final decision regarding an accommodation request is the primary responsibility of the Exam Manager and will be reviewed by the Deputy Registrar. The outcome of the decision will be communicated to the candidate by email, and the candidate will be asked to indicate their acceptance of the decision.

### Instructions for Requesting Exam Accommodations

* The candidate must indicate on their exam registration form that they require an accommodation and identify the general nature of the accommodation. Candidates should submit the Exam Accommodations Request Form and any supporting documentation with their application.
* If additional information is needed or if accommodation documents are not attached in the application, exam staff will contact the candidate.
* The accommodation request will be reviewed, and the candidate will be notified if the accommodation is approved.

***Note:*** The accommodation approval is only valid for the exam the candidate is scheduled for. If the candidate is unable to attend an exam date, they must submit a new Exam Accommodations Request Form with updated documentation (if required). This request will need to be reviewed and approved before the candidate is rescheduled to an exam date. The College is not obligated to offer the same, or other accommodations for any future administration of the exam.

### Supporting Documentation Requirements

**Documentation must:**

Include a letter from an appropriate regulated health professional that is typed or printed on the regulated health professional’s letterhead, and include their name, title, and professional credentials. It must be dated, signed and legible.

**This letter should include:**

* Length of relationship with the regulated health professional.
* Description of the disability/disorder/condition.
* Indication if the issue constitutes a permanent or temporary disability and the expected return to pre-disability state.
* If access to medication during the exam is required, the letter should indicate any possible side effects of the medication which could impact exam performance.
* Indicate if any accommodations were previously granted for the disability, including accommodations in the university program setting or through other entry to practice exams.
* Explicitly explain the required accommodation and why the candidate requires the specific accommodation.
* Contact information (email and/or phone) for the regulated health professional in case follow up is required.
* All supporting documentation must be submitted together, electronically by email and should be provided by the candidate.

## Exam Policy — Failure to Attend and Late Arrival

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| **Department** | Exam  |
| **Title** | Exam Policy — Failure to Attend and Late Arrival |
| **Date Approved:** | August 10, 2022 |
| **Approved By:** | Exam Committee |
| **Dates Reviewed:** | April 2024July 10, 2025 |
| **Date of Next Review** | To be archived once the OCE is discontinued in 2026 / 27 |
| **Version** | 3.0 |

The College of Physiotherapists of Ontario will contact any candidate that does not present at the scheduled time on their exam day to inform them of possible next steps.

Candidates should make every effort to alert the College if they are unable to attend for their scheduled exam date, however, in exceptional cases, this may not be possible. The College will review any cases where exceptional circumstances prevented or impacted a candidate’s ability to attend for their exam.

Supporting documentation may be required to assess next steps and determine if the candidate is entitled to any refunds or can be offered another exam date.

Candidates who fail to attend on their scheduled exam day at the prescribed time will forfeit their exam fee. Candidates who wish to rebook will be subject to a rebooking fee. To rebook their exam, candidates must resubmit a new application and pay the associated exam fee to be scheduled into the next exam session. If there are no exam seats available, the candidate will not be eligible to take the exam.

The expiration of a Resident physiotherapists Provisional Practice Certificate is linked to their assigned exam date. Resident physiotherapists should contact Registration team by email (registration@collegept.org) to determine how their failure to attend a scheduled exam session will impact their Provisional Practice Certificate.

### Late Arrivals

It is the candidate’s responsibility to ensure they login to the exam at the correct time and on the correct exam day. Staff will make reasonable attempts to contact candidates that are not logged in at the scheduled time.

The candidate should make every effort to alert the College if they are unable to login on time for their scheduled exam date. No candidate will be allowed to start the exam if they login into the exam platform any later than 15 minutes after the beginning of the exam. Any late candidates that login to the exam within 15 minutes of the beginning of the exam will be provided with the opportunity to complete the exam with a time deficit or rebook for a later date at their own expense.

Late candidates will not receive additional time to make up for what they have missed and are not entitled to a refund of the exam fee or reallocation of the exam to another exam date. Further the fact that the candidate arrived late or the time to take the exam was reduced will not be considered as grounds for a review or appeal of the exam results.

Informing the College of an expected late login does not guarantee that the candidate will be allowed to complete the exam or that special arrangement will be made to accommodate the late login.

The College will review any cases where exceptional circumstances prevented or impacted a candidate’s ability to login on time for their scheduled exam. Supporting documentation may be required to assess next steps and determine if the candidate is entitled to any refunds or a different exam date.

## Exam Policy — Exam Fee and Other Administrative Fees

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| **Department** | Exam  |
| **Title** | Exam Policy — Exam Fee and Other Administrative Fees  |
| **Date Approved:** | August 10, 2022 |
| **Approved By:** | Exam Committee |
| **Dates Reviewed:** | February 21, 2024July 10, 2025 |
| **Date of Next Review** | To be archived after the OCE has been discontinued in 2026/2027 |
| **Version** | 3.0 |

Candidates must pay the required fees related to the exam or exam activities that apply to them as defined by the College. Payment of the associated fee for an activity or request must be received within the stated timelines. If fees are not paid as required, the candidate’s ability to proceed with the exam and/or receive their results may be jeopardized.

### Fee Refunds

Some fees may be fully or partially refundable under certain conditions. Exceptions may be made in exceptional circumstances; however, these decisions are subject to the discretion of the Registrar and are not appealable. The College will not issue interest on any refund amount owing.

Fees are reviewed by the College from time to time and are subject to change.

### Exam Fee

Payment of fees must be in Canadian funds, paid by Visa or Mastercard for the full amount and must be paid before the fee deadline. Payment of the exam fee completes the candidate’s registration for the exam session. If an exam fee is not paid by the deadline, the candidate will automatically be withdrawn from the exam session for which they were scheduled.

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| **Ontario Clinical Exam Fee** | $1985  |
| **Change in Registration Status**Where an Exam Candidate is challenging the OCE for the first time and the Exam Candidate does not hold a Provisional Practice certificate of registration in Ontario 45 days before the exam, their OCE date is cancelled and no refunds offered | Candidate forfeits 100% of exam fee paid  |
| **Re-booking Fee** — Candidate needs to change their exam date and it is more than 45 days before the scheduled exam | $1985 Exam fee applies to next sitting$200 re-booking fee |
| **Cancellation Fee (no re-booking)** — Candidate cancels their exam date more than 45 days before the scheduled exam | Refund of $1,785Includes $200 administrative fee |
| **Cancellation Fee (re-booking)** — Candidate needs to change their exam date less than 45 days before the scheduled exam | Refund of $985 issued or applied to exam fee re-booking fee $200 charged$1985 Exam fee applies  |
| **Cancellation Fee (no re-booking)** — Candidate cancels their exam less than 45 days before the scheduled exam  | Refund $985 |
| **Cancellation Fee** — **less than 48 hours**Candidate cancels their attendance less than 48 hours before exam  | No refunds |
| **Failure to Attend on Exam Day** | No refunds |
| Late Candidate — Candidate arrives more than 15 minutes late on the exam day or cannot proceed with the exam for a reason that is beyond the control of the College within 45 minutes of the exam start time | No refunds |
| **Exam Review Fee** — for candidates who are unsuccessful  | $200  |
| **Exam Appeal Fee** — for candidates who wish to appeal the decision made following the Review  | $300  |

## Exam Policy — Candidate Conduct and Ethical Behaviour

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| **Department** | Exam  |
| **Title** | Exam Policy — Candidate Conduct and Ethical Behaviour |
| **Date Approved:** | August 10, 2022 |
| **Approved By:** | Exam Committee |
| **Dates Reviewed:** | February 2023 — Exam Committee April 2024 — Exam CommitteeJuly 10, 2025 — Exam Committee |
| **Date of Next Review** | To be archived after the OCE has been discontinued in 2026/2027 |
| **Version** | 3.0 |

### Definitions

* *Exam Content*: refers to any content used within the exam that is the intellectual, digital, or physical property of the College or its associated vendors. Examples include but are not limited to physical material, presented questions or text, answers, images, graphs, scoring rubrics or exam scripts.
* The College of Physiotherapists of Ontario expects all registrants and future registrants to conduct themselves in a manner that is ethical throughout the exam process. The exam process includes all activities leading up to, during and after the exam administration. All participants in the exam process including proctors, and examiners should be treated with dignity and respect, which is communicated verbally and non-verbally throughout all interactions with College staff and representatives of the College.

### Candidate Conduct: Virtual Exam Preparedness

* Candidates are responsible for ensuring that their personal device and internet meets or exceeds the technological requirements outlined in the candidate requirements documentation. Candidates that are unable to start their exam as a result of failing to verify or take steps to ensure that they met the minimum outlined technology requirements will be treated as a “no show” for the exam as outlined in the [Failure to attend and Late arrival policy](https://www.collegept.org/docs/default-source/ontario-clinical-exam/exam-policy-failure-to-attend-late-arrival.docx?sfvrsn=67f8dda1_2) if they are unable to start the exam within 45 minutes of the exam starting. The candidate will be required to submit a new application for the OCE and pay the exam fee again.
* Candidates that experience barriers in meeting the minimum technology requirements should contact the exam team before submitting their application to attempt the OCE or within 10 business days of receiving their exam date to determine if accommodations can be made to support them.
* Candidates that are unable to complete their exam due to failing to verify or take the necessary steps to ensure that they meet the minimum outlined technology requirements will not be granted leniency in marking. Technology issues stemming from failure to meet technology requirements are not acceptable grounds for exam review or appeal.
* Failure to attend an exam, start an exam or complete an exam may impact a candidate’s registration status with the College.
* Issues outside of the candidate’s control which may occur on exam day, such as confirmed local internet outage or confirmed power outage, will be managed on a case-by-case basis. The exam team reserves the right to investigate instances where outages were reported, including confirming the outage with the local power or internet provider.
* Candidates must follow the rules surrounding room set up
* Candidates must log in for the exam at the prescribed time
* Candidates must complete required security and verification checks

The above-mentioned list is not an exhaustive list.

### Candidate Conduct: Confidentiality and Non-Disclosure

* Candidates are not permitted to receive, collect, record, document, share or disclose any exam information including the questions posed during the exam. All exam information is the property of the College and is considered confidential unless it is made publicly available on the College’s website [www.collegept.org](http://www.collegept.org).

A Candidate displays inappropriate conduct by, among other things

* Disruptive, intimidating, threatening or violent behaviour towards College staff, Examiners or any other person involved in the exam process which may cause physical, psychological or emotional harm
* Refusal to follow the policies, procedures, or direction provided by College or representatives of the College
* Behaviour which may cause administrative irregularities or lead to disruptions or dispute, including purposeful interference with technology.
* Cheating at any point during the exam process
* Bringing any inappropriate substances or items into the exam room without the express permission of the College
* Engaging in the exam under the influence of any mood-altering substance

The above-mentioned list is not an exhaustive list.

## Exam Policy — Exam Cheating

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| --- | --- |
| **Department** | Exam  |
| **Title** | Exam Policy — Exam Cheating  |
| **Date Approved:** | August 10, 2022 |
| **Approved By:** | Exam Committee |
| **Dates Reviewed:** | February 2023 — Exam CommitteeApril 2024 — Exam CommitteeJuly 10, 2025 — Exam Committee |
| **Date of Next Review** | To be archived after the OCE has been discontinued in 2026/2027 |
| **Version** | 3.0 |

The College of Physiotherapists of Ontario (CPO) maintains strict security over exam content before, during and after the exam to eliminate unfair advantages amongst candidates.

All exam materials are the property of the College. Strict security measures are taken by the College to protect exam material while it is being developed and reviewed, while it is being reproduced, and while it is being administered.

The College may use monitoring and surveillance technologies to detect and document cheating pre, during and post exam. The College reserves the right to investigate suspected cheating at any time before, during or after the OCE is administered. The College accepts tips from individuals about exam cheating. The tips can be sent by email to exam@collegept.org or called in to 416-591-3828 ext. 215.

### What Is Cheating?

The following are some examples of what could be considered cheating. This is not an exhaustive list:

* Asking individuals who have previously taken the OCE for the questions and/or answers in any format
* Purchasing or selling OCE exam content
* Attending an exam prep company course where they have access to previous exam content
* Participating in social media posts, chats in apps like WhatsApp or feeds like Reddit inquiring about the OCE exam questions or providing content in these or similar platforms after taking the exam in any format
* Sharing the exam questions or answers after the exam with anyone including future candidates, those who attempted the exam at the same time, parents or guardians, practice supervisors, employers or exam prep companies etc.
* Attempting to record the exam in any format during the exam
* Having individuals in close proximity to the exam room listening or recording the exam in any format
* Creating an exam prep company using the content of the OCE

### Suspected Cheating: Pre Exam

Where the College receives information in advance of the exam advising that an exam candidate intends on cheating during the exam, the College will conduct a preliminary investigation. Depending on the nature of the information obtained, the candidate may be prevented from attempting the exam or may be permitted to take the exam with increased security protocols in place. The candidate will not be made aware of the information that the College has received until such time that disclosure is appropriate.

Where the College receives information that is not about a specific candidate and a specific administration, the Registrar will be advised to assess next steps.

### Suspected Cheating: During an Exam

1. Candidates will be provided with a warning if suspicious behaviour is noted by proctors, examiners and/or staff during the exam. An incident report will be created.
2. The Exam Manager may decide to let the candidate continue the exam or inform the candidate that they are no longer able to continue with their exam. Removal from the exam may impact the candidate’s registration status, if they are a resident with the College, until the investigation has been completed.
3. An investigation will be launched if the candidate is removed from the exam.
4. Candidate will receive the results of the investigation and will be provided with an opportunity to make a written submission.
5. The Exam Committee will review the results of the investigation and make a decision.
6. The Exam Committee may:
	1. Declare that there isn’t enough information to support the allegation of cheating and the results of the exam will be released to the candidate if the exam was completed or if the exam was not completed, the candidate will be offered the opportunity to take the next available exam, or finish the exam at no additional cost; or
	2. Declare that the evidence supports the allegations in which event the exam would be recorded as “undetermined” and unless the Exam Committee determines otherwise, the attempt would count as one of the candidate’s allowable attempts
	3. Permanently ban the candidate from testing which would mean that the candidate would not be eligible to attempt the OCE again
	4. Report the conduct to the College Registrar which could result in an investigation and to the ultimate revocation of a candidate's Provisional Practice Certificate, where the candidate is registered in Ontario.
	5. Recommend that the College take legal action against the candidate
7. If the candidate is allowed to take the exam again, the College may take special measures, at the candidate’s expense, to monitor and prevent the candidate from cheating.
8. In addition, the findings will be reported to physiotherapy regulators across the country in addition to the Canadian Alliance of Physiotherapy Regulators.

### Suspected Cheating: Post-exam, Prior to Receiving Results

1. The individual will be provided notification that activity in breach of the Exam Cheating Policy has been identified and that an investigation into the alleged activity has begun. The individual will be provided with disclosure once the investigation has been completed and given the opportunity to provide a written response to the allegations.
2. The result of the investigation will be reviewed by the Exams Manager in collaboration with the appropriate parties which may include the Deputy Registrar, Registrar and Registration Team Lead.
3. The Exam Committee will review the results of the investigation and any recommendations provided by the Exams Manager. The Exam Committee may:
	1. Declare that there isn’t enough information to support the allegation of cheating and the results of the exam will be released to the candidate if the exam was completed or if the exam was not completed, the candidate will be offered the opportunity to take the next available exam, or finish the exam at no additional cost; or
	2. Declare that the evidence supports the allegations in which event the exam would be recorded as “undetermined” and unless the Exam Committee determines otherwise, the attempt would count as one of the candidate’s allowable attempts
	3. Permanently ban the candidate from testing which would mean that the candidate would not be eligible to attempt the OCE again
	4. Report the conduct to the College Registrar which could result in an investigation and to the ultimate revocation of a candidate's Provisional Practice Certificate, where the candidate is registered in Ontario.
	5. Recommend that the College take legal action against the candidate
4. If the candidate is allowed to take the exam again, the College may take special measures, at the candidate’s expense, to monitor and prevent the candidate from cheating.
5. In addition, the findings will be reported to physiotherapy regulators across the country and the Canadian Alliance of Physiotherapy Regulators.

### Suspected Cheating: After the Results Have Been Released

In the event that the College receives information regarding candidate cheating after the exam results have been released, the matter will be referred to the Registrar of the College if the candidate is registered in Ontario or to the jurisdiction where the candidate is registered, if known to the College and the Canadian Alliance of Physiotherapy Regulators, if required.

## Exam Policy — Exam Review Policy

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| **Department** | Exam  |
| **Title** | Exam Policy — Exam Review Policy |
| **Date Approved:** | August 10, 2022 |
| **Approved By:** | Exam Committee |
| **Dates Reviewed:** | February 21, 2024July 10, 2025 |
| **Date of Next Review** | To be archived after the OCE has been discontinued in 2026/2027 |
| **Version** | 3.0 |

The goal of the Ontario Clinical Exam (OCE) is to fairly assess candidate competence.

During and after the exam, a candidate may identify factors which could have impacted their performance. Candidates should inform staff if they encounter any issues during the exam so that it may be documented and appropriate actions taken. Wherever possible, College staff will take measures to assist candidates and mitigate unexpected factors / situations that may arise during the exam.

In some cases, a candidate may feel that these factors have significantly impacted their performance and were unable to be mitigated with the assistance of staff during the exam to such a degree that they may be unsuccessful in the exam as a result.

In this case the candidate can request an Exam Review after the exam and in advance of receiving their results. The Exam Manager will review the request, if one of the criteria for a review has been met and will determine if the candidate’s result should be confirmed or annulled based on the information provided by the candidate.

If the candidate disagrees with the determination of the Exam Manager. The candidate may seek a formal Appeal which will be considered by the Exam Committee. Review the Exam Appeals Policy for more information on the appeal process.

### Criteria for an Exam Review

**Candidates may request an Exam Review if there was:**

* A significant administrative or procedural error during the exam (e.g., interruption of the exam or malfunctioning technology).
* An illness or personal medical issue which occurred during the exam, or
* An extraordinary circumstance that was outside of the candidate’s control that could not be mitigated and had an impact on the candidate.

**All requests for Exam Review must be received before results are released to candidates.** Candidates are strongly encouraged to reach out to the College immediately after their exam if they feel that any of the above listed criteria significantly impacted their performance. Exam review requests will only be accepted after the results have been released if there is documentation provided by the candidate detailing their concerns before results are released.

Acceptable documentation includes:

1. A formal email to the exam team (exam@collegept.org) detailing the concern and perceived impact on exam performance. Information outlined in the email should be substantive and detailed.
2. A complete exam review form with supporting documentation.

Where all candidates were adversely impacted in the same way (e.g., large scale internet disruption) candidates will be advised as to next steps.

It is the candidate's responsibility to immediately disclose to exam staff if they experience illness or another issue during the exam.

**IMPORTANT NOTE**: A candidate may not agree with the results of their exam. There are two examiners present for each exam and their final score cannot be appealed. The candidate could choose to submit an application for an Independent Practice certificate of registration having not successfully completed the exam. These applications will be considered by the Registration Committee. To date the Committee has not waived the requirement to complete the exam for any individual exam candidate.

A review is not available in the following circumstances:

* Disputes regarding exam content or the structure of the exam
* Disputes regarding the scoring of the exam
* Disagreements related to the post-exam feedback provided to the candidate
* Encountering an examiner from a different or previous clinical exam

Exam content, including raw scoring, direct examiner comments, and recordings of the exam are confidential. These items will not be distributed or shared with candidates to assist the candidate with their request for a Review.

Once the request for a Review and supporting documentation are received, the candidate will be charged the fee for the review ($200) and will be provided with instructions on how to pay by credit card through the PT Portal. The fee must be paid before the Review process can begin. If the fee is not paid within the timelines, the request will not be assessed or considered.

### Required Supporting Documentation

All Review requests must include supporting documentation.

* Statement of events from the candidate which identifies the reason why they are seeking the Review
* In the case of medical concerns, documentation from a health care provider(s) who can speak to the nature of the issue, including relevant matters such as how it arose, how it could have affected the candidate’s performance and the candidate’s ability to take a subsequent exam
* Any other available supporting documentation relevant to the circumstances

Any information pertaining to the candidates’ previous academic performance, clinical placement evaluations, letters of reference from past/current employers or financial status are not considered valid documents to support the Review process. These documents will not be considered and will be destroyed for privacy reasons.

### Review Outcomes

After a review by the Exam Manager, **one of the following decisions will be made**:

* The exam result is annulled. This means that the exam attempt will not count.
The exam fee already paid will be applied to the next exam session, or
* The exam result is confirmed. In this case no fees are returned or applied to the next exam administration

A confirmed result means that the attempt will count as one of the candidate’s exam attempts. It is important to note that an unsuccessful attempt or fail cannot be changed to a pass as a result of a Review.

## Exam Policy — Appeals

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| **Department** | Exam  |
| **Title** | Exam Policy — Appeals |
| **Date Approved:** | August 10, 2022 |
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If a candidate is dissatisfied with the result of the Review, then they can pursue an Appeal which will be considered by the Exam Committee. The criteria for an Appeal is the same as that for a Review.

**Criteria for an Exam Appeal**

* A significant administrative or procedural error (e.g., interruption of the exam or malfunctioning technology).
* An illness or personal medical issue which occurred during the exam, or
* An extraordinary circumstance that was outside of the candidate’s control that could not be mitigated and had an impact on the candidate.

The Appeal request is considered by the Exam Committee. It is a paper-based review. The candidate will be permitted to make submissions to the Exam Committee and the Committee will have access to all related documents and things that are relevant to make a decision related to the appeal.

There are two possible outcomes to an Appeal:

* The exam result is annulled (not counted), and associated fees are returned back to the candidate or the exam fee will be applied to the next exam session; or
* The result is confirmed. In this case no fees are refunded, and the candidate is responsible for paying the associated fees to register for the next exam session, if the candidate is still eligible to take the exam.

The Exam Committee will provide its decision and reasons for its decision to the candidate, in writing.

If a result is annulled the attempt will not count as one of the candidate’s exam attempts. A confirmed result means that the attempt will count as one of the candidate’s exam attempts. It is important to note that under no circumstances can an unsuccessful attempt or fail be changed to a pass at the conclusion of an Appeal.

All requests for an Appeal must be sent to the College of Physiotherapists of Ontario by email (exam@collegept.org) including the reason for the appeal.

Any information pertaining to the candidates' previous academic performance, clinical placement evaluations, letters of reference from past/current employers or financial status are not considered valid documents to support the Review process. These documents will not be reviewed and will be discarded for privacy reasons.

There is a cost of $300 associated with an Exam Appeal. Fees are outlined in the Exam Fees Policy.

The Appeal is the final level of review, and the decision of the Exam Committee is considered final and binding upon the candidate.

## Exam Policy — Maximum Number of Exam Attempts

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| **Department** | Exam  |
| **Title** | Exam Policy — Maximum Number of Exam Attempts |
| **Date Approved:** | August 10, 2022 |
| **Approved By:** | Exam Committee |
| **Dates Reviewed:** | April 2024July 10, 2025 |
| **Date of Next Review** | Will become a Registration Committee policy when the Ontario Clinical Exam is discontinued in 2026/2027 |
| **Version** | 3.0 |
| **Linked to:** | Board Accepted Entry to Practice Licensure ExaminationsApproved May 13, 2025 |

All candidates have a maximum number of 3 attempts to pass a Clinical Exam which has been approved by the Board of Directors of the College of Physiotherapists of Ontario.

This policy applies to all candidates seeking to attempt the Ontario Clinical Exam (OCE) or register for an Independent Practice Certificate in Ontario.

The Board has confirmed that an applicant’s successful completion of any one of the groupings below will meet the examination requirement for an Independent Practice certificate of registration in Ontario

* The Canadian Physiotherapy Exam (CPTE) administered by CAPR and its successors successfully completed on or after January 1, 2026.
* The Physiotherapy National Exam (PNE) / Physiotherapy Competency Exam (PCE), both written and clinical components which was taken and successfully completed since the exam was launched to December 31, 2025.
* The written component of the Physiotherapy Competency Exam administered by CAPR prior to March 31, 2023 and all requirements associated with the Registration Committee Policy for Exempting Provisional Class Registrants (Residents) from the Required Clinical Examination, which were successfully completed between January 1, 2022, to March 31, 2023.
* The written component of the Physiotherapy Competency Exam and the Ontario Clinical Exam (OCE) which was taken and successfully completed prior to December 31, 2026\*.
* The written component of the Physiotherapy Competency Exam and the University of Sherbrooke Final Comprehensive Exam which was taken and successfully completed between 2021 and January 2026.
* For applicants who held but who no longer hold a form of registration/licensure in another Province in Canada equivalent to an Independent Practice Certificate in Ontario, the exam process approved by that Canadian provincial physiotherapy regulator as a requirement for registration/licensure between March 2020 and 2026.

For an attempt to count for this purpose, the candidate must be able to receive a Pass or Fail. If a candidate successfully petitioned the organization administering the clinical exam or alternative pathway to registration, and had their results voided, nullified or canceled, this would not count as an attempt.

If the candidate attempted one of these exams and was unable to complete it due to challenges in administering the exam and the results were unable to be scored, this would not count as an attempt.

Candidates are required to disclose if they have attempted and been unsuccessful in a previous clinical exam or an alternative pathway to registration recognized for licensure or registration in another Canadian jurisdiction.

If a candidate is registered in Provisional Practice in Ontario and another province, it is the responsibility of the candidate to inform the regulator in the other jurisdiction of their OCE exam results.

After 3 unsuccessful attempts (including previous attempts) of any combination of the above clinical exams or pathways, a candidate has exhausted their exam eligibility and will not be allowed to attempt the Ontario Clinical Exam (OCE).

## Exam Policy — Rebooking, Cancellation and Withdrawal

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| **Department** | Exam  |
| **Title** | Exam Policy — Rebooking, Cancellation and Withdrawal |
| **Date Approved:** | August 10, 2022 |
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| **Dates Reviewed:** | April 2024July 10, 2025 |
| **Date of Next Review** | To be archived once the OCE is discontinued in 2026 / 2027 |
| **Version** | 3.0 |
| **Related Policies** | Applying for a Second Provisional Practice Certificate of registration (PPC)  |

There are situations which may arise after a candidate is assigned an exam date where they will need to cancel and rebook into a different session.

### Exam Cancellation and Rebooking

Candidates are expected to advise the Exam Team by email (exam@collegept.org) of cancellations and rebooking requests in advance of their exam session.

Depending on the circumstances of and timing for cancelling, candidates may be eligible to receive a full or partial refund of their exam fee. All fees must be paid by the specified deadlines. See Exam Fees Policy for additional information.

Fees related to rebooking or cancellations may be waived if appropriate documentation is provided. Cancellation and rebooking requests will be assessed on a case-by-case basis.

Examples of documentation which may be required for different situations include, but are not limited: to:

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| **Cancellation/rebooking reason examples** | **Possible documentation requirements** |
| Medical condition (acute or chronic) | Regulated health care providers medical note which includes:* Provider’s name, registration number, and facility contact information, including address
* Date of appointment
* Reasoning why candidate is unable to complete the exam
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| Death of family member, funeral/celebration of life  | * Death certification
* Obituary
* Travel booking confirmations (airline/train booking/itineraries)
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| Other emergencies:* Sudden illness/emergency of family member
 | * Regulated health care provider’s note (containing relevant information as listed above) or medical documentation (containing relevant information)
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\*\*This is not an exhaustive list.

The following situations will not be eligible for refunds of paid exam fees

* Work conflicts
* Inability to find childcare

Candidates are reminded that if five years has passed since they last completed the Physiotherapy Competency Exam — Written component (PCE—Written) administered by the Canadian Alliance of Physiotherapy Regulators (CAPR), they will be required to re-do the written exam prior to attempting the OCE. The last administration of the written exam will be held in November 2025.

Candidates are unable to cancel their exam session once they have officially begun the exam. The onus is on the candidate to communicate illness or extenuating circumstances to the Exam team in advance of their exam session. Requests to cancel an exam retroactively due to illness or other circumstances will not be approved. In the case of a sudden medical emergency or illness on an exam day, the candidate may apply for an Exam Review as per the Exam Review Policy.

### Exam Cancellation and Rebooking — For Candidates Who Hold a Provisional Practice Certificate in Ontario (Resident physiotherapist)

Candidates registered for the Ontario Clinical Exam (OCE) who hold a Provisional Practice certificate (PPC) may rebook their exam subject to the payment of the rebooking fee as listed in the Exam Fee and OCE availability. The expiry date of a Residents’ PPC is linked to their assigned exam date. Any changes to an exam date may impact the Resident’s ability to continue to practice once their PPC expires.

Candidates with an active Provisional Practice Certificate registered to an exam session who are considering cancelling or rebooking their exam date should contact the Registration team by email (registration@collegept.org) to determine how their Provisional Practice Certificate will be impacted by cancelling or rescheduling their exam before attempting to reschedule with the Exam Team if they do not want their Provisional Practice Certificate to expire.

### Withdrawal

Candidates who wish to withdraw from the exam process entirely may do so.

Should a candidate wish to attempt the OCE at a future date they will need to meet the eligibility criteria that is in place at the time. Candidates are reminded that if five years has passed since they last completed the Physiotherapy Competency Exam — Written component (PCE—Written) administered by the Canadian Alliance of Physiotherapy Regulators (CAPR), they will be required to re-do the written exam prior to attempting
the OCE.

Resident Physiotherapists who decide to withdraw from the exam should contact the Registration team by email (registration@collegept.org) to determine the impact on their Provisional Practice Certificate before withdrawing from the exam.

## Exam Policy — Retaking the Ontario Clinical Exam

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| **Department** | Exam  |
| **Title** | Exam Policy — Retaking the Ontario Clinical Exam |
| **Date Approved:** | August 10, 2022 |
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| **Dates Reviewed:** | April 2024July 10, 2025 |
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| **Version** | 3.0 |

### Definition

1. *Unsuccessful attempt*: An unsuccessful attempt is defined as the completion of any accepted clinical exam or equivalent clinical exam delivered in Canada where the candidate received a failing score or was unsuccessful. Examples of accepted clinical exams in Canada include: Physiotherapy Competency Exam (clinical) administered by CAPR, the Canadian Physiotherapy Exam (CPTE), the Ontario Clinical Exam (OCE), the Post Graduate Clinical Examination (Alberta), the Alternate Clinical Evaluation (BC), and the Canadian Physiotherapy Exam (CPTE).
2. Any alternative pathway to registration recognized for licensure/registration in another Canadian province in a class equivalent to CPO’s Independent Practice Class and which has a pass/fail component.

### Unsuccessful Attempt (Ontario Clinical Exam)

When a candidate is unsuccessful in the Ontario Clinical Exam, the unsuccessful result will count as one (1) attempt. If a candidate holds a Provisional Practice certificate at the time that they receive their unsuccessful result, they will be provided with two weeks to transfer care/discharge patients before their certificate of registration is revoked. If a candidate is also registered in another Canadian jurisdiction, it is the responsibility of the candidate to inform their regulator of their unsuccessful exam result.

If a candidate is unsuccessful in the OCE, the College is responsible for providing feedback about the areas where the candidate did not perform well. This feedback is posted in the candidate’s PT Portal account and can be reviewed against the Essential Competency Profile for Physiotherapist’s in Canada. The College is unable to provide any further feedback other than what is listed on the PT Portal. The College will not rescore completed Ontario Clinical Exams.

### Retaking the Ontario Clinical Exam

If a candidate has not exhausted their exam attempts as outlined in the Maximum Number of Attempts Policy and is still eligible to take the exam as outlined in the Eligibility Criteria Policy, and there are available seats to take the OCE, they can retake the Ontario Clinical Exam (OCE).

Candidates must submit a new application and pay associated application fees to the College of Physiotherapists of Ontario to be assigned to the next available exam date. There is no required waiting period between Ontario Clinical Exam attempts. Candidate will be assigned to the next available exam session. Where there is no availability, candidates will be required to attempt the Canadian Physiotherapy Exam (CPTE) offered by the Canadian Alliance of Physiotherapy Regulators (CAPR)