

<b>Type of policy:</b> Regulatory	<b>Approved by:</b> Registration Committee
<b>Date approved:</b> April 25, 2019	<b>Next Review date:</b> May 6, 2025
<b>Amendment dates:</b> May 6, 2022	

## Credential Assessment Policy

### Purpose

This policy sets out acceptable credential assessments for the purposes of applying to CRPO.

### Relevant Legislation

#### O. Reg. 67/15: REGISTRATION

6. (1) Subject to section 7 and subsection 13 (2), the following are non-exemptible registration requirements for a Registered Psychotherapist certificate of registration:

1. The applicant must...

- iii. have successfully completed a program that the Registration Committee considers to be substantially equivalent to a program referred to in subparagraph i or ii, or
- iv. have such other education and training, which must include one or more programs in psychotherapy, together with any further education or training, or combination of education and training, that when taken together evidences, in the opinion of the Registration Committee, successful completion of a program that is substantially equivalent to a program referred to in subparagraph i or ii.

### Context

Applicants who complete their education and training in psychotherapy outside of Canada must submit a third-party credential assessment. This assessment verifies the validity of the applicant's documents (e.g. transcript, academic record, diploma), confirms whether the program that they attended was accredited and legitimate, and assesses the Canadian equivalent of their degree. Third-party evaluators conduct the assessments due to the significant resources and expertise required.

### Scope

This policy applies to all applicants through the non-recognized program application route.

### Policy

Applicants who complete their education and training in psychotherapy outside of Canada must submit a third-party credential assessment from one of the following services:

- Comparative Evaluation for Studies Done Outside Quebec
- International Credential Assessment Service of Canada (ICAS)
- International Credential Evaluation Service (ICES)
- International Qualifications Assessment Service (IQAS)
- Medical Council of Canada (MCC)
- University of Toronto Comparative Education Service (CES)
- World Education Services (WES)

Credential assessments must provide the following information in their report to CRPO:

- Name of applicant
- Name of institution(s) being assessed
- Name of credential(s) being assessed
- Date assessment completed
- Date credential(s) conferred
- Length of each program
- Canadian equivalency for each credential
- What the assessment was based on (e.g. official transcripts received directly from the institution)

The credential assessment must be sent directly from the credential assessment service to CRPO. Applicants cannot submit assessments directly to CRPO.

The credential assessment must be based on authenticated documentation from the applicant's education program(s). If the credential assessment does not include a copy of the documentation in its report to CRPO, applicants must arrange for documentation (e.g. transcripts) to be sent to CRPO directly from the institution(s). Applicants cannot submit transcripts directly to CRPO.