

2016 RPF Registration Exam Application

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Registration Department
Association of BC Forest Professionals
602-1281 West Georgia Street
Vancouver, BC V6E 3J7

Tel: 604.687.8027 Fax: 604.687.3264 E-mail: admissions@abcfp.ca

Information for Applicants

Important Dates

Completed exam application and fee are due on August 15, 2016

All outstanding requirements (i.e. competency and professional development workshops) must be met by August 31, 2016

The 2016 registration exam will be held on: October 7, 2016

Withdrawing Your Application

To withdraw your application, you must submit a written request including the reason(s) for your withdrawal. Refer to the Refund Policy on page six.

Send Completed Applications By Mail, Fax or E-mail to:

Registration Department Association of BC Forest Professionals 602-1281 West Georgia Street Vancouver, BC V6E 3J7

Fax: 604.687.3264 E-mail: admissions@ abcfp.ca This 2016 RPF Registration Exam Application contains all the information you need to apply for this year's exam.

Are You Eligible to Write the 2016 RPF Registration Exam?

Before you apply, it is your responsibility to ensure you are eligible to write the registration exam. The registration department sends out notices to all candidates eligible to write the RPF registration exam. If you think you are eligible to write this year but didn't receive an eligibility notice, contact the registration department before completing this application.

Registration Department Tel: 604.687.8027

E-mail: admissions@abcfp.ca

About the 2016 RPF Registration Exam

The RPF registration exam is composed of two parts: a take-home exam and a sit-down exam.

Part 1: Take-Home Exam - The final take-home exam will be available on our website in January 2017.

Part 2: Sit-Down Exam - The sit-down exam will take place in multiple locations throughout BC on October 7, 2016. You must answer four of seven questions over a four-hour period.

Sit-Down Exam Eligibility Requirements

You must have enrolled on or before November 30, 2015 and have completed the following requirements to be eligible to write the sit-down exam:

- 1. All core competency requirements by August 31, 2016; and
- 2. professional development requirements; 1) workshop on Professional Ethics and Obligations; and 2) the workshop on Professional Reliance by August 31, 2016.

Important: If you write the sit-down exam without demonstrating that you have completed all of the competency or professional development requirements, your exam will be voided.

Note: All enrolled members who pass the take-home and sit-down exams must still complete 24 months of acceptable work experience during their articling period, and meet all other registration requirements as outlined in the Registration and Articling policies before receiving the RPF title and designation.

Application Deadline

The deadline to apply for the 2016 RPF registration exam is: August 15, 2016. The ABCFP must receive your exam fee and completed application by this deadline.

What Forms Do I Submit?

A checklist is provided on the next page to ensure your application is complete.

Fees

Refer to the Registration Exam Fee chart on page six of this application.

Note

Effective December 1, 2015, the ABCFP has adopted a new registration process. The registration exams, (take home exam and sit down exam) will be offered for the last time in 2017.

Information on the new registration process and the requirements to transition is available on our website at abcfp.ca/web

Applicant Checklist

Step 1: All applicants including Foresters-in-Training (FITs), Forestry Pupils (FPs), Transferring Professional Foresters and Registered Forest Technologists (RFTs) writing the RPF exam must submit:

_	
1. RPF	Registration Exam Application
	Have you completed the application?
	Have you selected your preferred writing location?
	Have you signed the application?
2. Regi	tration Exam Fee
Refe	to the Registration Exam Fee chart.
	Have you paid your exam fee by enclosing payment or by submitting payment online? Online payment is available in the login section of the ABCFP website (abcfp.ca/web).
*Trans	erring Professional Foresters and RFTs are only required to submit the information outlined in Step 1.
Step 2	FITs and FPs are also required to submit the following information with their application:
1. Wor	History
	Have you completed both pages?
	Does it include all of your forestry related work and volunteer experience?
	Have you signed the Work History form?
	Has your sponsor signed and sealed/stamped the Work History form?
If you h transcr still in p	al Transcripts In a content of the transcript o
	Have you asked the academic institution to have your official transcripts be sent directly to the ABCFP?
If you ha repor	nuing Education Plan Inve outstanding academic/core competency requirements and were required to complete a continuing education plan, you must submit signed-off by you and your sponsor indicating successful completion of your plan. If your continuing education is still in progress or the not available at the time of application, please indicate it on your application. The ABCFP must receive the report by August 31, 2016.
	Have you enclosed your sponsor's signed report?
SUBN	T ALL FORMS TOGETHER IN ONE PACKAGE. DO NOT SUBMIT FORMS SEPARATELY. YOU MAY MAIL, FAX OR E-MAIL (PDF FORMAT) THE FORMS.
	Registration Department Association of BC Forest Professionals 602-1281 West Georgia Street Vancouver, BC V6E 3J7

E-mail: admissions@abcfp.ca

Fax: 604.687.3264

RPF Registration Exam Application



RPF Registration Exam Application

Applicant:								
Given Name	S				Last	Name		Member #
Membership Category:			Forester	-in-Trainin	g (FIT)		Registered Fo	prest Technologist (RFT)
			Forestry	Pupil (FP)		Transferring F	Professional Forester
Number of Exam Writing Attempts:			1 st		2 nd		3^{rd}	
Contact Information:		Bus	siness				Home	
Title					Organization Na	ime		
Street Address					Mailing Address	(if differe	ent)	
City				Province		P	ostal Code	
Telephone				Extension		ı	ax	
Cellular				E-mail				
Centulal				L-IIIaii				
Preferred Writing Locations								
Place a #1 next to your first choice and #2 no	ext to	o you	ır second	choice.				
Campbell River Fort St	Jame	es		_ Nanaim	0	;	Smithers	Williams Lake
Castlegar Kamloop	os			_ Port Mo	Neill	\	Vancouver	
Cranbrook Mackenz	zie			_ Prince (George		Vernon	
Dawson Creek Masset (Haid	la Gv	waii)	_ Salmon	Arm		Victoria	
Professional Development Requirements	S							
Professional Ethics & Obligations Works	shop	(ple	ase check	one)	Professional	Reliand	ce Workshop (please check one)
I have completed this workshop.					I have co	ompleted	d this workshop	
I will complete this workshop by Augus	st 31 ^s	st .			I will con	nplete th	is workshop by	August 31st.

Payment									
☐ Is enclosed	☐ Has b	een forwarded by r	my employer	dd/mm/yy	_ □	l Has bee	n made o	nline -	dd/mm/yy
Exam Fee									
Application Fee	GST	TOTAL							
\$182.50	\$9.13	\$191.63							
Enclosed Payme	nt (do not comple	te this section if paymen	it is made online)						
Fee Payment Option	ons: 🔲 C	heque (payable to t	he Association	of BC Forest Pro	ofessionals)	☐ Cred	lit Card	
Credit Card Inform	nation: 🔲 Vi	sa 🗖 Master	Card Tota	al Amount Encl	osed: \$ _				_
								1	
Credit Card Number				- 1	Ex	oiry Date	ı	nm	уу
Name on Card				Signa	ture of Cardl	nolder			
Applicant Signat	ure								
I confirm that I will ha	ve met the exam	eligibility requiremer	nts for the sit-dow	n exam as outline	d on page th	ree of this a	application	package	ı.
Given Names (print)			La	ast Name (print)					
Date		Signature							
Refund Policy									
Withdrawal Date		Fees Refur	nded						
On or before Augu	st 31, 2016		ill be refunded.						
After August 31, 2		No refunds	will be given aft	ter this date.					

This information is collected by the ABCFP under the authority of the *Foresters Act* and will be used to assess your registration exam application. Should you have any questions please contact the Manager of Registration by mail, Association of BC Forest Professionals, 602-1281 West Georgia Street, Vancouver, BC V6E 3J7, by phone at 604.331.2329 or by e-mail at admissions@abcfp.ca

For your application to be considered for the 2016 RPF registration exam, your exam fee, completed application and work history form must be received by **August 15, 2016**.



Work History

Foresters-in-Training and Forestry Pupils must submit the Work History form with their RPF Registration Exam Application, even if this is not their first attempt at the exam. This work history should provide a detailed account of all forestry related work and volunteer experience. Refer to the *Registration Policy* (2014) and *Articling Policy*. Attach additional sheets if necessary.

Applicant:					
	Given Names		Last Name		Member #
Start (dd/mm/yy)	End (dd/mm/yy)	Employer &	Location(s)	Position (job	o title/project name)
Specific Duties Perfor	med	I		I	
Start (dd/mm/yy)	End (dd/mm/yy)	Employer &	Location(s)	Position (job	title/project name)
Specific Duties Perfor	med				

Given Names			Last Name		Member #	
Start (dd/mm/yy)	End (dd/mm/yy)	Employer & Locati	ion(s)	Position (job	title/project name)	
Specific Duties Perfor	med					
Certification — Applic	ant					
	ation provided in this for	m and in any documen	if they apply for members ts attached is correct, con			
Date		Signature of Applicant				
Date Certification — Spons	or	Signature of Applicant				
Certification — Spons I recognize that under t false or fraudulent repre	the Foresters Act a persentation. I therefore of	son commits an offence		true to the best	o apply for membership by of my knowledge and belief.	
Certification — Spons I recognize that under t false or fraudulent repre I also certify that I cons	the Foresters Act a persesentation. I therefore of the cider the applicant suital contact the registrar at a	son commits an offence certify that the information ble for registration as a dmissions@abcfp.ca if	on provided in this form is	true to the best orester.	of my knowledge and belief.	
Certification — Spons I recognize that under the false or fraudulent representation of the second constitution of the second cons	the Foresters Act a persesentation. I therefore of the cider the applicant suital contact the registrar at a	son commits an offence certify that the information ble for registration as a dmissions@abcfp.ca if	on provided in this form is Registered Professional F	true to the best orester.	of my knowledge and belief.	
Certification — Spons I recognize that under the false or fraudulent representation of the second of	the Foresters Act a persesentation. I therefore of the cider the applicant suital contact the registrar at a	son commits an offence certify that the information ble for registration as a dmissions@abcfp.ca if	on provided in this form is Registered Professional F	true to the best orester.	of my knowledge and belief.	