



How to Register for a Restricted License

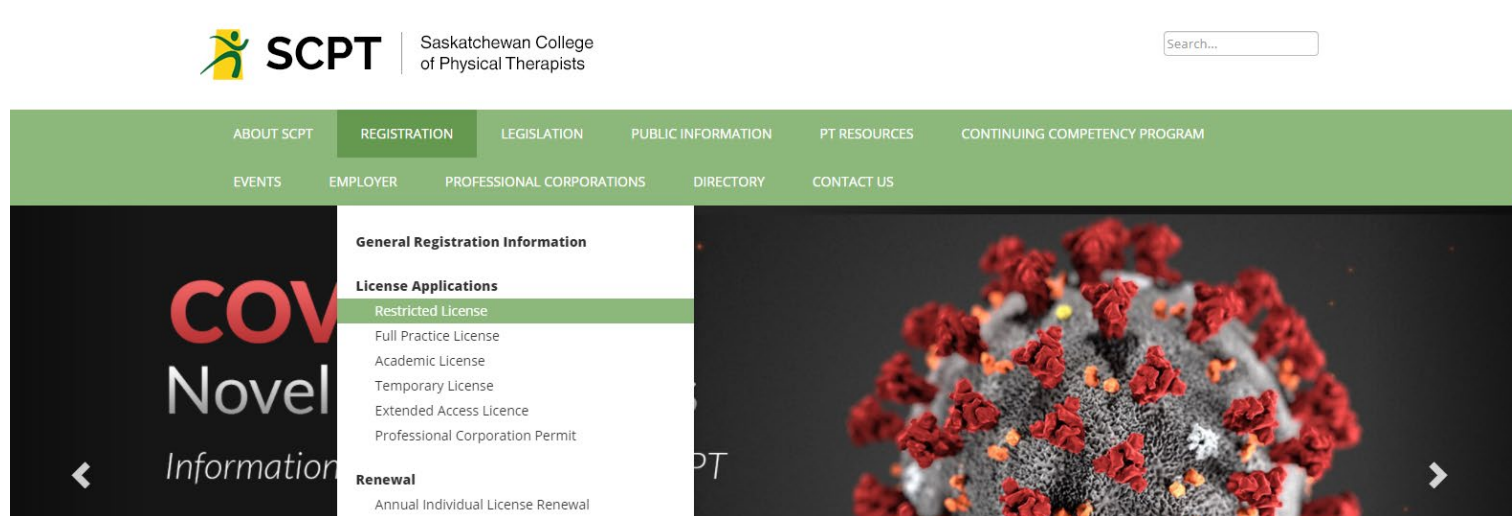
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How to Begin an Application for a Restricted License

Visit www.scpt.org, click on the Registration tab, and then click Restricted License.



Scroll down until you see the Application Process section of the page. Read through the steps to find out what you will be required to submit, then click on the Application for a Restricted License. This will open in a new tab in your browser.

Fill out the form completely, including a username and password for your member account, and click Next to be brought to the next section.

APPLICATION FOR A RESTRICTED LICENSE PERSONAL INFO

PERSONAL INFORMATION

ABOUT ME

Prefix Mr.
 Mrs.
 Ms.
 Miss
 Dr.

First Name *

Middle Initial

Surname *

Preferred Name

Previous Name

Gender * Male
 Female

Birth Date *

PRIMARY ADDRESS

Address Line 1

Address Line 2

City

Please ensure your email is always up-to-date because this is how all of our communication is done.

APPLICATION FOR A RESTRICTED LICENSE ADDITIONAL INFORMATION

LANGUAGES

Check all languages that you can provide physiotherapy services in:

English
 French
 Other

PROFESSIONAL REGISTRATION

Registration Type *

Please indicate which scenario is most applicable to you at the time of registration.

New Graduate
 Previously registered in a Canadian jurisdiction (including SK)
 Currently registered in another Canadian jurisdiction
 Previously registered in a Non-Canadian jurisdiction
 Currently registered in another Non-Canadian jurisdiction

REGISTRATION HISTORY

Certificate

If you held a Certificate of Registration with the College of Physiotherapists of Saskatchewan or the Board of Directors of Physiotherapists of Saskatchewan please enter your certificate number below.

Yes No

Certificate Number

Which Canadian Provinces or territories are you currently registered in?

Alberta
 British Columbia
 Nunavut
 Northwest Territories

Upon submission, you will be prompted to pay your registration fees, which total \$650 (\$75 Registration Processing Fee, \$75 License Monitoring Fee, and \$500 Licensure Fee). The licensure fee will be prorated after Oct 1 to \$250, which will make the total fees \$400, including registration processing and license monitoring.

If you do not wish to pay at this time, please select the “Invoice Me” option. Payment must be made before your application will be processed.

\$ Pay Now

PAYING OFFLINE BY CHEQUE OR CREDIT CARD

Invoice Me

Back Cancel

As soon as your profile is created, SCPT is notified by our system. Your information and your uploaded documents will then be verified. If you are missing anything, we will contact you through the email you have on your profile.

Complete the Jurisprudence Questionnaire

You will now be prompted to fill out the Jurisprudence Questionnaire; your application is not complete until this is complete. See below for an overview of your member profile.



Please click on the button below to complete the Jurisprudence Questionnaire. Please ensure you have uploaded or submitted all necessary documents and paid your registration fee. Once you have completed all necessary requirements, SCPT will review your application and contact you by email. You will receive a letter of confirmation upon approval. Thank you.

Jurisprudence Questionnaire 2020

Profile Overview

Welcome, **Dorothy Gale!** [Workshops](#) [Resources](#)

Profile

Name : Dorothy Gale
Membership Info : Applicant
Address :
Royal Palace of Oz
The Land of Oz SK Z0Z 0Z0
Home Phone : (306) 555-5555
Cell Phone:
Email : dorothy@landofoz.ca

Greetings

Greetings from Saskatchewan College of Physical Therapists!

Documents & Forms

Documents
[Upload your required documents here](#)

Forms
[Change of Name Form](#)

Received

Jurisprudence Questionnaire : No
Education Transcripts : No
Proof of Liability Insurance : No
Supervision Agreement : No

Invoice

Invoice # 4198 - \$400.00 (Unpaid)

Settings

[View Profile](#)
[Edit Profile](#)
[Change Password](#)
[Logout](#)

Jurisprudence Questionnaire

Click on the button below to answer the mandatory jurisprudence questions.
(**Note:** You must complete these questions once you have completed the application)

[Jurisprudence Questionnaire 2020](#)

These are a few of the documents you will have to upload. This section may not show until you refresh the page.

You can upload your required documents here.

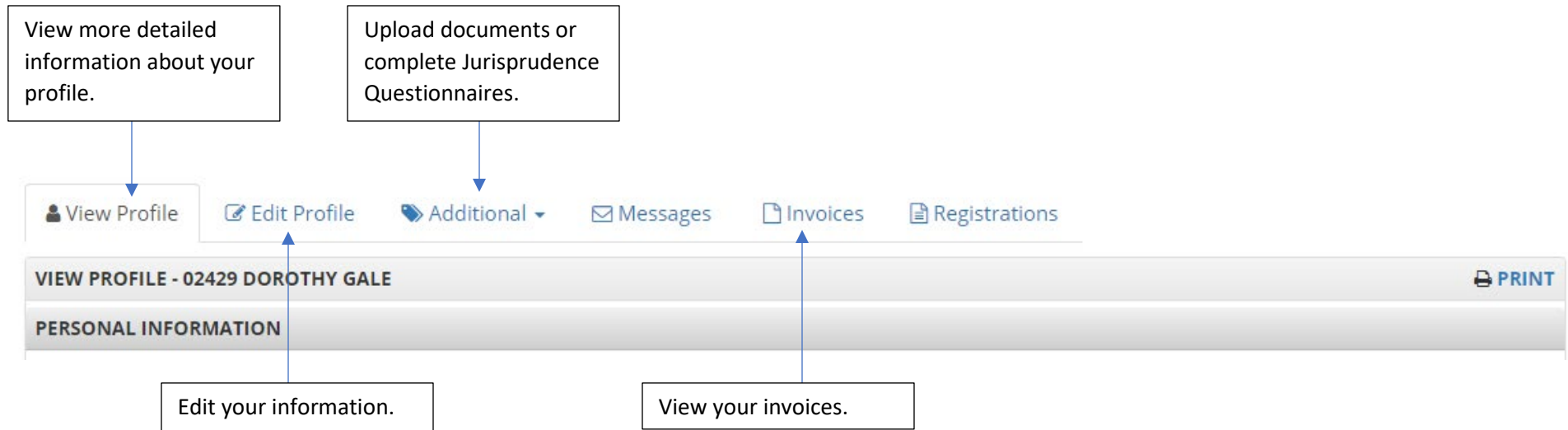
View or print your invoices.

If you have a Jurisprudence Questionnaire due, it will be shown here.

View more detailed information in your profile, including employment information, specialized procedure certification, and discipline history.

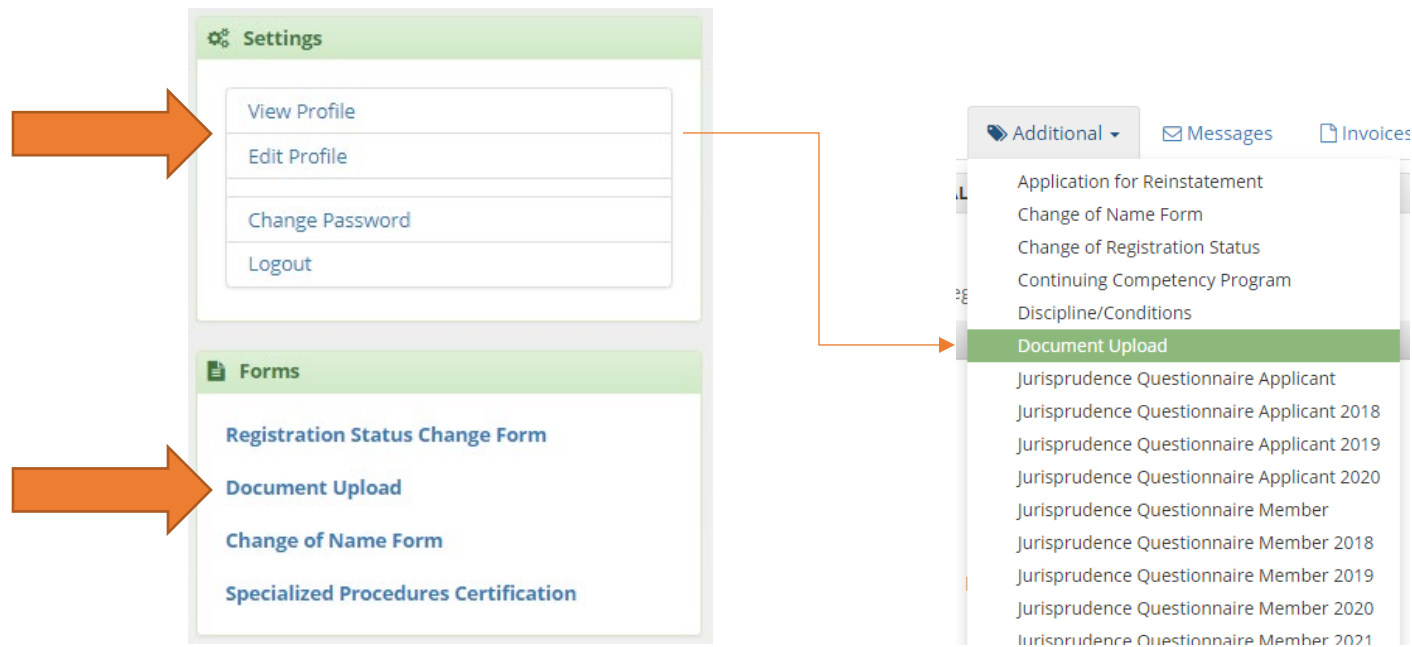
Edit information in your profile.

Clicking either View or Edit Profile will take you to the corresponding page with a menu that looks like this:




Document Upload

Upload the required documents by either clicking “Upload your required documents here” on the member portal page, or by clicking the “Additional” dropdown from either the View or Edit Profile pages and selecting “Document Upload”.



Selecting “Document Upload” from the dropdown will bring you to a new page where you will click “Add New”.

DOCUMENT UPLOAD ▾

Add New 

No Document Upload found. << < 1 > >>

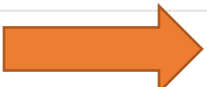
Application	Changing Status	Type of document	Upload Document	Date uploaded	Have you submitted all Your Documents?	Approved by	Ap
Nothing found to display.							

From here, you will select the appropriate application option. In this case, “Application for Restricted License”.

If you are uploading a document in relation to the renewal or your recent application, to a status change, please select below the name of the corresponding Application or select other for any other document required to upload.

Application *

- Membership Renewal
- Application for Restricted License**
- Application for a Full Practicing or Academic Licence
- Application for Temporary Licence
- Application for Registration for Extended Access Licence
- Status Change
- Other



In the event you are brought to a blank page, please click Next.

DOCUMENT UPLOAD -

On the next page, you will select the type of document you are uploading, upload it, and save. Note that you may not required to submit all of these options in your application.

- Proof of \$5,000,000 professional liability insurance
- SCPT Supervision Agreement Form
- Copy of Graduating Degree
- Copy of CAPR written Physiotherapy Competency Exam (PCE) results
- Letter of Good Standing
- Copy of Current Licence Certificate
- Copy of official change-of-name document of marriage certificate
- Other

- Criminal Record Check

You may only upload **one** document at a time. Therefore, you will have to repeat this process multiple times in order to upload all of your documents.

Once you have selected the document to upload, determine whether or not you have submitted all of your documents – referring to *all* of the documents you are required to submit - and select the appropriate answer. Select “No” if you are unsure.

Click Save. You will then be returned to the member portal.

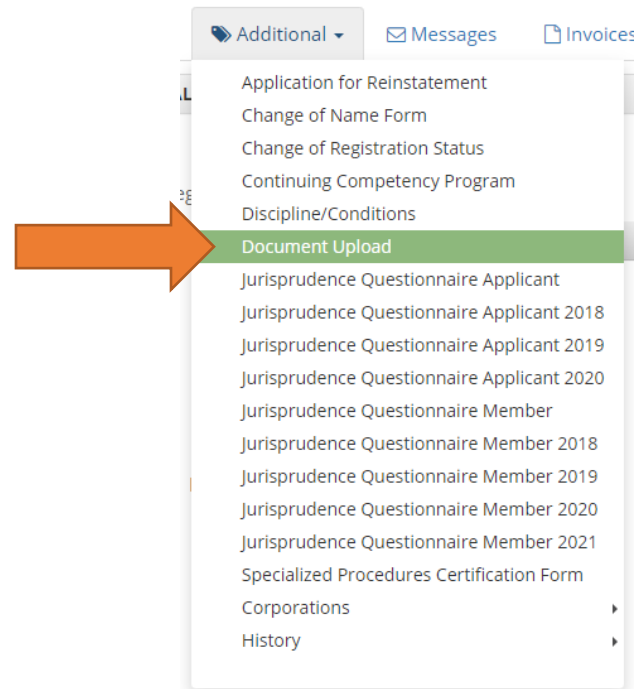
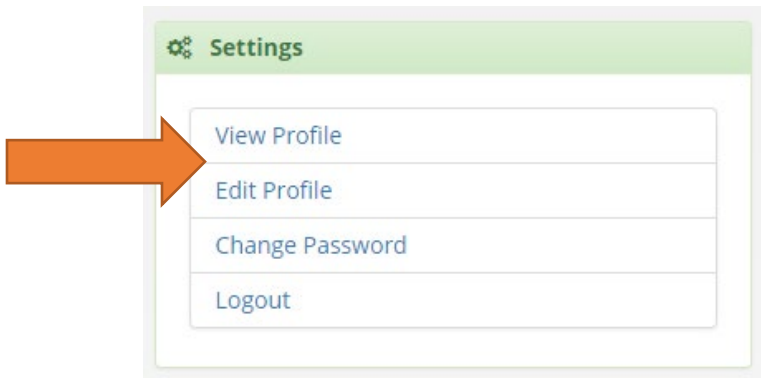
Please click "Yes" only once you have submitted your last required document.
(Answer YES only when you think all your required documents have been uploaded) otherwise answer NO

Have you submitted all Your Documents? * * Yes No

[Back](#) [Save](#) [Cancel](#)

Viewing Uploaded Documents

To view documents you have uploaded, click either View or Edit Profile and then select "Document Upload" from the "Additional" dropdown.



You will now be able to see the documents you have uploaded. If you would like to view one, click Download. You may also edit and delete documents from here; however, we do not recommend doing so unless you have uploaded something in error.

If you use the slider, you will also be able to see if your documents were approved, when, and by whom.

DOCUMENT UPLOAD ▾

[Add New](#)

4 Document Upload found, displaying all Document Upload. « < 1 > »

<input type="checkbox"/>	Application	Changing Status	Type of document	Upload Document	Date u
<input type="checkbox"/>	Application for Restricted License		Copy of CAPR written Physiotherapy Competency Exam (PCE) results	Download	11/17/20
<input type="checkbox"/>	Application for Restricted License		Copy of Graduating Degree	Download	11/17/20
<input type="checkbox"/>	Application for Restricted License		SCPT Supervision Agreement Form	Download	11/17/20
<input type="checkbox"/>	Application for Restricted License		Proof of \$5,000.000 professional liability insurance	Download	11/17/20

Completion

Now that your documents are uploaded, they will be verified and approved. If done in completion, you will receive a letter of confirmation.

Please note – you are **not** licensed as a restricted member until you have received your letter of confirmation from SCPT.