



# COLLEGE OF NATUROPATHIC PHYSICIANS OF BRITISH COLUMBIA

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## **BC BOARD EXAMINATIONS INFORMATION AND APPLICATION PROCEDURE**

### **General Information**

This document applies to the BC Board Examinations taking place in August of 2010.

The August administration of the BC Board examinations will be held on **Friday, August 6th and Saturday, August 7th**. The Jurisprudence exam will commence at **3:00 pm on Friday, August 6th** and the Oral/Practical examinations will commence at **9:00 am on Saturday, August 7th**.

Please note the deadline to register for the BC Board examinations is **Monday, July 5, 2010**.

The CNPBC and its registrants are governed by the Health Professions Act and CNPBC Bylaws. You can refer to the Health Professions Act online at:

<http://www.healthservices.gov.bc.ca/leg/index.html>

The CNPBC bylaws are available for viewing at [www.cnpbc.bc.ca](http://www.cnpbc.bc.ca)

This information has been provided to assist candidates with registering and preparing for the BC Board examinations. For questions regarding NPLEX examinations, please contact NABNE at 503-778-7990, visit their website at [www.nabne.org](http://www.nabne.org) or refer to the NPLEX bulletin of information for applicants.

Candidates applying to sit the BC Board examinations must have graduated from a CNPBC approved naturopathic college.

### **Examination Registration Procedure**

Candidates must submit the following to the CNPBC:

1. Completed application form found at the end of this document
2. Payment to the CNPBC of the examination fees:
  - \$200 – BC Oral/Practical exam
  - \$100 – BC Jurisprudence exam
3. The candidate's official naturopathic college transcript sent directly from the approved institution to the CNPBC when available

Upon receipt of the aforementioned and after the application deadline, study packages will be mailed to candidates. These will include information pertaining to examination times and venues as well as study material for the BC Jurisprudence examination and guidelines for the BC Oral/Practical examination.

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✉ Suite 840, 605 Robson Street, Vancouver BC V6B 5J3

☎ (604) 688-8236 ☎ Fax (604) 688-8476

✉ e-mail: [office@cnpbc.bc.ca](mailto:office@cnpbc.bc.ca) ☎ website: <http://www.cnpbc.bc.ca>

## Deferrals

If a candidate has registered to sit the BC Board examinations and wishes to defer taking them until a later date, he/she must advise the CNPBC in writing not less than 14 days prior to the scheduled date of the administration. The examination fees will be credited toward the candidate's registration for board examinations at a later date.

Please note that deferrals are valid for one year only. Should a candidate not sit the board examinations within one year of deferring, he/she will have to re-apply and full examination fees will apply. If a candidate has been granted a deferral he/she must contact the CNPBC office to re-register for the next exam administration to be sat within one year.

## Cancellations

If a candidate is unable to sit the BC board examinations for any reason he/she must advise the CNPBC in writing. Cancellations must be made no less than 14 days prior to the scheduled examination administration date for a full or partial refund.

- 30 days prior – full refund
- 14 days prior – half refund

If a candidate is incapacitated by illness before the examination dates, he/she must advise the CNPBC as soon as possible. In order to receive a deferral or full refund, a letter from an MD, ND or other authority confirming the circumstance must be sent to the CNPBC within 14 days of your original notification.

## Examination Day

Candidates are required to be at the examination site at least **15 minutes** prior to the scheduled examination time in order to register with the proctor.

Latecomers will not be allowed into the examination room.

No books, papers, purses, cellular phones or other personal belongings are permitted on the examination table during the administration. Bottled water is permitted. All personal belongings must be stored under your chair or the examination table during the administration.

Written examinations must be returned to the proctor upon completion and candidates must immediately exit the examination room. Verbal or non-verbal contact with other candidates prior to exiting the examination room is not permitted.

## Examination Results

Examination results will be sent via email to candidates once available. The CNPBC will not release results over the telephone.

The CNPBC's minimum passing grade for all components of BC Board examinations is currently 75% which must be achieved in each.

## Re –Testing

In the event that a candidate has received a failing grade on any of the BC Board examinations, an opportunity to re-sit examinations at the next administration or during a special re-testing administration will be granted. Please contact the CNPBC for information.

## Applying for BC Licensure

Once a candidate has successfully passed the BC Board examinations and both the NPLEX Biomedical Science and Clinical Science examinations as well as the required add-on examinations for BC, he/she must apply for licensure with the CNPBC within **one year**. Those who apply for licensure after the one year deadline will be evaluated on an individual basis and may be required to complete additional education or provide verification of continued education.

## Additional Information

Candidates requiring additional information are instructed to contact the CNPBC office at 604-688-8236 or via email at [office@cnpbc.bc.ca](mailto:office@cnpbc.bc.ca)

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## CNPBC BOARD EXAMINATIONS APPLICATION

Deadline for Application: **July 5, 2010**

Applications must be received by the CNPBC office by the deadline of July 5th. **Late applications will NOT be accepted.**

NAME: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

CITY: \_\_\_\_\_ PROV: \_\_\_\_\_ POST CODE: \_\_\_\_\_

TELEPHONE: (\_\_\_\_) \_\_\_\_\_ EMAIL: \_\_\_\_\_

SIGNATURE: \_\_\_\_\_ DATE: \_\_\_\_\_

NATUROPATHIC COLLEGE: \_\_\_\_\_

### **PAYMENT OPTIONS**

PAYMENT MADE BY (select one): \_\_\_\_\_ cheque \_\_\_\_\_ credit card \_\_\_\_\_ money order

CREDIT CARD # \_\_\_\_\_ EXPIRY DATE \_\_\_\_\_

NAME ON CARD \_\_\_\_\_ SIGNATURE \_\_\_\_\_

***Please Note:*** If your contact information changes or is scheduled to change after submission of this application you must contact the CNPBC office and notify us of the new contact information.

Send your application form along with payment of exam fees to the CNPBC office and have your naturopathic college transcripts forwarded to the CNPBC office upon completion.

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