### Application Process

# Veterinary Graduate from Accredited College and not currently Licensed in Canada

#### STEP 1

- Application Form
- download from NSVMA Website
- Applicable Fee
- Fees vary depending on the License being applied for. Fees are outlined on the Application Form
- Recent Photograph
  - Two recent identical passport size (70mmX50mm) photographs signed by the Applicant

#### STFP2

- Copy of Certificate of Qualification from the National Examining Board (NEB)
- Copy of University Diploma
- Proof of Completion of Antimicrobial Resistance (AMR) Course
- http://nbvma-amvnb.ca/members/education/ Password:
- Jurisprudence Exam
- Will be provided by the NSVMA to be completed at home and submitted.

## STEP 3

#### Criminal Record Check

- Must be within 3 months of the date of the Application
- Can be obtained from Federal, Provincial/State or Regional Police in your area
- Letter(s) of Good Standing (LGS)
- Not required for new Graduates but for all others, LGS must be provided from all Regulatory Bodies where you were licensed
- Documents submitted for licensing purposes that are not in English or French must be accompanied by a certified translation.
- Once the NSVMA is in receipt of all of the documents required to process the Application, a decision will be made within 7 working days. The candidate will be initially notified by email or telephone of the decision followed by a written confirmation.
- In the event where the Applicant is rejected, written reasons for the rejection will be provided to the Applicant along with any suggestions or recommendations to strengthen an Application in the future.

When ALL above STEPS have been completed, please mail all documents to the NSVMA Office at:

15 Cobequid Road, Lower Sackville, Nova Scotia B4C 2M9.

For further information or questions about the Application Process, please contact the NSVMA Office:

Phone : 1-902-865-1876 Email: <u>info@nsvma.ca</u>