

613-744 West Hastings St., Vancouver, BC V6C 1A5  
(T) 604-451-4555, (F) 604-451-4558  
[www.csapsociety.bc.ca](http://www.csapsociety.bc.ca)

## Application Form

The Society notes that applicants are given four (4) hours to complete the Regulatory assessment, and approximately two (2) hours to complete the Technical Oral assessment. This is considered to be sufficient time to complete each examination for a fully competent professional with the expected level of knowledge of the subject matter, including adequate time to review questions and answers.

### Applicant Contact Information

Full Legal Name			
Mailing Address			
Daytime Tel (1)		Daytime Tel (2)	
E-Mail Address		Daytime Fax	

### Application Type

- Numerical Standards Approved Professional  
 Risk-based Approved Professional  
 Both

### Application History

- This is my first application; my summary of my work experience is enclosed.
- My experience has already been approved; my summary of work experience is not required.
- I have applied in the past and have been advised that I was not yet eligible; an update to my summary of work experience, since last submitted, is enclosed.
- I am applying to rewrite the assessment(s).  
 Assessment results are valid for 18 months from the date the assessment is performed. For new members, the technical oral assessment (Numerical or Risk-based Standards) and the regulatory examination must be performed and passed within 18 months of qualifying to perform the assessments to become a member of the Society.
- It is more than 18 months since my summary of work experience was approved, an update of my experience since my initial approval is enclosed.
- I am a CSAP member writing the regulatory exam to renew my membership (applications are accepted to August 31<sup>st</sup>). **Note:** If an exam developer has participated in the preparation of the exam one year, the exam developer cannot write the exam the following year (i.e., they must sit out one year given their previous access to the exam bank) to maintain the integrity of the exam process.
- I am a former CSAP member and want to renew my membership.
- I am currently a CSAP (Numerical Standards designation) and am applying to qualify for the Risk-based Standards

designation. I understand this will require participation in a technical interview if my qualifications for that designation are accepted. My summary of relevant (i.e., risk assessment) DDE and DM level DDE is enclosed.

- I am currently a CSAP (Risk-based Standards designation) and am applying to qualify for the Numerical Standards designation. I understand this will require participation in a technical interview if my qualifications for that designation are accepted. My summary of relevant (i.e., site assessment and remediation) DDE and DM level DDE is enclosed.

**NOTE: When your application is considered complete, the CSAP Society will issue you a candidate number.**  
Your candidate number is your confirmation of registration; it must be used when making online payments for your exam fee.

### Professional Registration

All applicants must send one Confirmation Request Form to each of the British Columbia parent associations of which he or she is a member. It is the applicant's responsibility to ensure that the parent association (s) returns the form(s) to the CSAP Society before the application deadline. Please include membership information for all parent organization sister associations below (e.g. If you are a member of APEGA, please include this below).

- |  |   |  |
|--|---|--|
| <input type="checkbox"/> P. Eng. - EGBC  | <input type="checkbox"/> P. Geo.- EGBC  | <input type="checkbox"/> P. Eng. / P. Geo - EGBC |
| <input type="checkbox"/> R.P. Bio. - CAB | <input type="checkbox"/> P.Ag. - BCIA   | <input type="checkbox"/> P. Chem. – ACPBC        |
| <input type="checkbox"/> P.L Eng. - EGBC | <input type="checkbox"/> P.L.Geo - EGBC |  |

Registration number		Jurisdiction (e.g. BC)	
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### Payment Information

#### Experience Review Fee – Tick and pay for only those that apply

Candidates who have already had their experience approved do not pay this fee.

- |  |                     |
|--|---------------------|
| <input type="checkbox"/> Numerical Standards Approved Professional:  | \$500 + GST = \$525 |
| <input type="checkbox"/> Risk-based Standards Approved Professional: | \$500 + GST = \$525 |

#### Examination Fee

Candidates may submit payment of the examination fee after receiving the notification to sit the examination, but no later than September 6, 2024.

Tick the ones you are planning to take:

- |   |                        |
|---|------------------------|
| <input type="checkbox"/> Regulatory                     | \$750 + GST = \$787.50 |
| <input type="checkbox"/> Numerical Standards Technical  | \$750 + GST = \$787.50 |
| <input type="checkbox"/> Risk-based Standards Technical | \$750 + GST = \$787.50 |

### Payment Method

Fees can be paid online at the [CSAP website](#).

If paying by cheque for both the Experience Review fee and the Examination Fee, please pay them in two separate cheques payable to CSAP Society.

## Affidavit

My signature on this application represents my irrevocable consent for CSAP Society to obtain and to release information and records relevant to the application process. I also hereby release any party providing such information and records from liability for such action.

I hereby certify that the foregoing and all written and verbal submissions made by me in connection with this application is a true record of my qualifications and experience. I understand that qualifying examinations and/or experience may be assigned to me. I may also be required to, at my own expense, provide additional information or attend an interview (at the discretion of the Society) to assess my qualifications. I have personally reviewed and am familiar with the **CSAP Membership Guidelines**.

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

## Checklist and Mailing Address

Please submit your:

- Confirmation Request Form – Appendix 6 from each of the BC Parent Associations of which you are a member.
- Examination Application Form
- Legal name documents – if you have not provided them before.  
(e.g. original or certified copy of the birth certificate and any documents certifying a change of name).
- Examination Fee (optional until approved to sit the exam)

### Presentation of Experience requirements:

- Experience Review Fee
- CV Employment History (Work experience details)
- Summary - Positions Description (minimum of 3 positions)
- Project Description (minimum of 9 projects in total to be signed by project supervisor)
- Instrument Submission Experience (senior review DDE level involvement in 3 successfully approved submissions)
- Summary Table of Positions and Project Experience Hours (minimum 10 years of experience)
- Statement of Qualifications (Optional)

One hard copy and one electronic copy to:

**Registration  
CSAP Society  
613 – 744 W Hastings Street, Vancouver, BC V6C 1A5**

npomareda@csapsociety.bc.ca