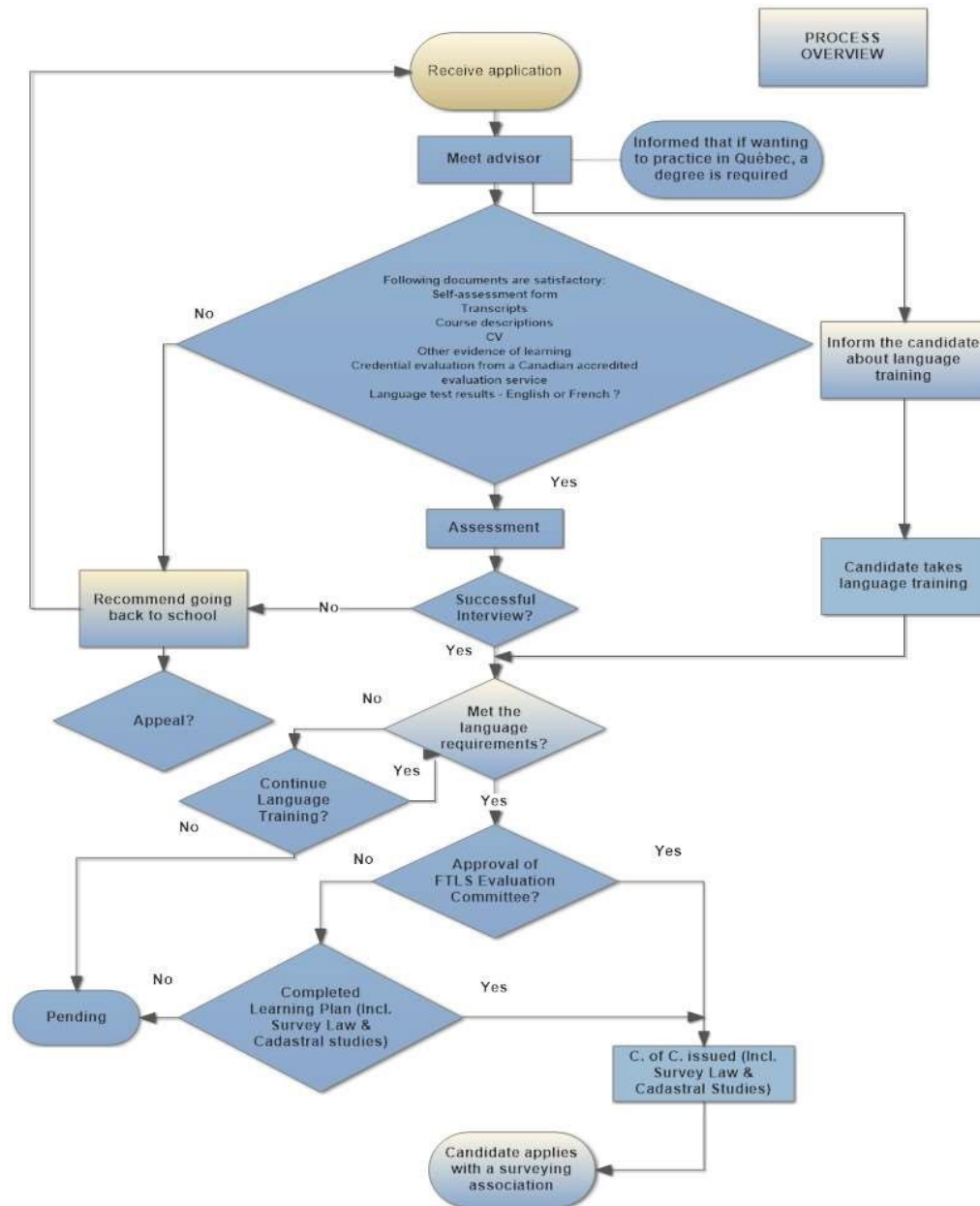


Foreign Trained Candidates – CPEPS Requirements

Process

The process to obtain a CBEPS Certificate of Completion is somewhat different than for Canadian trained candidates and can only occur in the following way:

- Completing the CBEPS National Syllabus 8 sections either through their recognized academic credentials and/or through in person, hybrid or online courses recognized by CBEPS as satisfying its requirements (see figure below).



Entrance Requirements

The minimum entrance requirements to become a CBEPS candidate if coming from outside Canada as a foreign trained candidate are proof of graduation from, or proof of enrolment in, a two-year geomatics or surveying program at a technical institute or a degree program at a university.

Candidate Application

To become a CBEPS candidate:

- a. fill in the application form on the CBEPS website;
- b. submit the appropriate fee;
- c. provide a summary of all academic education and training together with official transcript(s) of marks. (Please note that official transcripts of marks must be sent directly from the educational institution to the Registrar);
- d. a certified copy of any certificate, commission or other similar evidence of standing given by a certifying body or professional association;
- e. course descriptions;
- f. proof of identity (official document with photo)
- g. a credential evaluation from a Canadian accredited evaluation service;
- h. a curriculum vitae;
- i. completed self-assessment form;
- j. any other evidence of learning (vendor specific courses, any non-accredited courses, etc.
- k. copy of any surveying certification or licence;
- l. all documents provided must be either translated in English or French by an official translator or of translated in the country of origin all translations shall be verified and certified by a Canadian licensed land surveyor fluent in the language of the documents.
- m. language test results
For English:
 - For the Canadian Academic English Language (CAEL) Assessment, a minimum score of 65 is required.
 - For or the International English Language Testing System (IELTS), a minimum score of 6.5 is required.For French:
 - For Québec, 4 different tests are recognized, and for other provinces, the federal government French test will be accepted.

These are not required for English speaking candidates if the candidate comes from a country where the official language is the same as Canada. French speakers are not required to do the language test for working in Quebec and/or New Brunswick. Exceptions can be made where candidates have received their post-secondary education in English or French as appropriate.

Address and Payment

Please note that all correspondence must be addressed to the CBEPS Registrar or sent to the Registrar via email:

**The Registrar
Canadian Board of Examiners for Professional Surveyors 900
Dynes Road, Suite 100E
Ottawa ON K2C 3L6**

The direct contact numbers are: Tel. (613) 274-7115; Fax (613) 723-5558;
Email: registrar@cbeps-cceag.ca or info@cbeps-cceag.ca

Fees should be remitted in the form of a cheque or money order payable to the Canadian Board of Examiners for Professional Surveyors, or through the CBEPS website using Visa or MasterCard. Documents of value should be sent by registered mail.

Assessment of Academic Credentials & Interview

1. Once the application has been received the candidate will be contacted by the registrar to acknowledge receipt of documents and provide an opportunity for the candidate to ask questions and receive clarification if needed.
2. The Registrar will request that the academic qualifications be assessed by a member of its assessor. If any more documentation is required, the candidate will be contacted by the Registrar.
3. The assessor will provide their report to the registrar within 4 weeks.
4. Following receipt of the report the Registrar will convene an interview panel made up of the assessor and 2 Canadian land surveyors and arrange a date for a video conference interview with the candidate and send copy of the report to the candidate.
5. The interview will focus on the gaps in the academic qualifications to achieve the level of land surveyor in Canada. The gaps between the candidate academic qualifications and those required of a Canadian land surveyor will be clearly identified in the report for the candidate.

The interview focuses specifically on the gaps identified as it provides an opportunity for the candidate to prove they have the required knowledge or to confirm the assessor's opinion.

Questions will directly focus on gaps, will be technical in nature and directly related to the competencies and outcomes in the CBEPS National Syllabus (2023).

Issuance of Certificate of Completion

1. Following the interview, the panel will prepare a report with recommendation for a learning plan if applicable and forward it to the Foreign Trained Land Surveyors Evaluation Committee for approval.
2. Once approval is received, the candidate will be informed. If the approval recommends a learning plan, it will be shared with the candidate and acceptance of the plan will be requested.
A candidate with a learning plan should check in with the Registrar on a regular basis to update on their progress.
3. Candidates approved by the Evaluation Committee without a learning plan and those who have completed their learning plan will be issued their Certificate of Completion by the Registrar.
4. A candidate who has not yet met the language requirements will have their Certificate of Completion held back until the language results are met.

CBEPS NATIONAL SYLLABUS (2023)

8 Sections:

S1 – Mathematics and Science
S2 – Modeling and Analysis
S3 – Geodesy
S4 – Surveying
S5 – Remote Sensing
S6 – Geospatial Information Systems
S7 – Law, Tenure, Boundaries, Cadastres and Planning
S8 – Professional Practice

Details for each section can be found here <https://cbeps-cceag.ca/syllabus-sections/>

