



BY-LAW 2: FEES

Definitions

1.001 In this By-Law,

"College's Registration Regulation" means the current Regulation under the Act which sets out the requirements for the issuance of a certificate of registration by the College (currently Part III.1 of Ontario Regulation 593/94).

Application Fee

NOTE: Article 1.01 to 1.01.4 will come into effect January 1, 2012.

1.01 The application fee for a certificate of registration shall be calculated by adding the minimum fee as set out in Article 1.01.1 to each additional fee applicable to that application as set out in Articles 1.01.2 to 1.01.4.

1.01.1 The minimum fee for each application for a certificate of registration is \$185.00.

1.01.2 An additional application fee of \$300.00 shall be payable where the application requires an assessment to determine whether the requirement of subparagraph 1(ii) or (iii) of section 30.2 of the College's Registration Regulation has been met.

1.01.3 An additional application fee of \$300.00 shall be payable where the application requires an assessment under subparagraph 2(iv) of section 30.2 of the College's Registration Regulation.

1.01.4 An additional application fee of \$300.00 shall be payable where the applicant is required to satisfy the requirements of subparagraph 5 (i) of section 30.3 of the College's Registration Regulation.

1.02 The fee for an application for a certificate of registration is non-refundable.

Annual Fee

2.01 Every member holding a General Certificate of Registration shall pay an annual fee of \$500.00.

2.02 The annual fee shall be applicable to the year commencing on November 1 and ending on October 31 and shall be payable on or before the 15th day of October, immediately preceding that year.

2.03 The annual fee for the year commencing November 1, 2005, shall be reduced by the pro rata share of any annual fee previously paid by a member referable to any portion of that year.

- 2.04 The annual fee to be paid by every member for the year in which the person is issued a General Certificate of Registration shall be the amount determined by multiplying the annual fee otherwise payable by a fraction, the numerator of which is the number of days from the issuance of that Certificate to the end of the year for which the annual fee is being paid and the denominator of which is 365.
- 3.01 No later than 60 days before the date the annual fee is due, the Registrar shall notify the member of the amount of the fee and the date on which the fee is due.
- 3.02 If a member fails to pay an annual fee, on or before the date the annual fee is due, the member shall pay a late payment fee of \$70.00.
- 3.02.1 If a member fails to provide to the College the fully completed form within 30 days of the day of notice from the Registrar, as more particularly described in Article 43 of the College's By-Law No. 1: General, the member shall pay a late filing fee of \$70.00
- 3.02.2 If a member fails to provide within 60 days of the date of a written request by the Quality Assurance Committee, a record, survey or other document which the member is required by the Regulation governing quality assurance to submit to the Committee, the member shall pay a fee of \$70.00. **Note: This article will come into effect October 15, 2011.**
- 3.03 If the Registrar suspends a member's certificate of registration for failure to pay a required fee, the Registrar may lift the suspension upon payment of a reinstatement fee calculated by adding:
- i) the fee(s) which the member failed to pay and which gave rise to the suspension; and
 - ii) any late payment fee or late filing fee which became owing to the College after the member's suspension and before the lifting of that suspension.

Temporary Certificates

3.1.01 The fee for the issuance of a Temporary Certificate of Registration is \$100.00."

Other Fees

- 4.01 If a person requests the Registrar to do anything that the Registrar is required or authorized to do by statute, by Regulation or by by-law, the person shall pay the fee required by the applicable by-law or if there is no fee provided by the by-law, the fee set by the Registrar for doing so.
- 5.01 A fee or monies payable to the College shall be considered paid
- i) if payment is made in cash, on the date upon which the money is actually received at the offices of the College;
 - ii) if payment is made by VISA, MasterCard or other credit card accepted by the College, on the date upon which appropriate authorization is actually received at the offices of the College;
 - iii) if payment is made by cheque, the date of the cheque or the date the cheque is actually received at the offices of the College, whichever is later, provided that the cheque is ultimately honoured on first presentation to the financial institution of the payer;

iv) if payment is made by money order, on the date upon which the money order is actually received at the offices of the College.

5.02 Payment by any other means other than those specified in Article 5.01 above is not to be considered payment under this by-law.

5.03 A fee of \$10.00 shall be payable by a member where the member purports to make payment to VISA, MasterCard or other credit card accepted by the College and payment is refused by the credit card provider on first submission by the College.

5.04 A fee of \$40.00 shall be payable by a member where payment is made by cheque and the cheque is not honoured on first presentation to the financial institution of the payer.

6.01 If a member having paid the annual fee resigns or dies prior to May 1 or the year for which the annual fee was paid, the Registrar shall, if a request in writing is received prior to November 1 of the year for which the annual fee was paid, issue a refund to the former member or his or her estate, the amount of which shall be determined by multiplying the annual fee paid by the member for that year by a fraction, the numerator of which is the number of days from the date of the member's resignation or death until the following October 31 and the denominator of which is 365.