

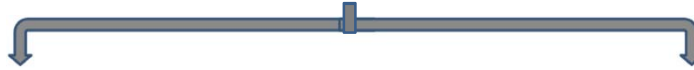


ONTARIO PROFESSIONAL FORESTERS ASSOCIATION

Chart 3 - MEMBERSHIP PROCESSES FOR PROVISIONAL MEMBERS AFTER CAP ASSESSMENT

CAP ASSESSMENT

Applicant and Registrar have determined plan for competency gap filling



LIMITED COMPETENCY GAP FILLING Towards Associate Membership

ASSOCIATE MEMBERSHIP

(Limited Scope of Practice in Limited Geographic Area)

When you have 18 months of progressive, relevant work experience as a Provisional Member, you will complete the remaining steps.

- 18. Complete OPFA **Associate Membership Application Form** including the requested scope of practice and geographic area.
- 19. Two sponsorships previously submitted from OPFA members must be revised to include Sponsorship Section 4 (re: Assoc. member scope of practice). Two additional sponsors to submit OPFA Sponsorship Forms directly to the OPFA office. A minimum of two of the four sponsorships must be from OPFA members.

The Registration Committee will consider your revised application and your requested scope of practice and geographic area. If successful, any approval for Associate Membership will be conditional upon meeting items 20 and 21 below (if not already completed).

- 20. Successfully pass the OPFA Ontario Forest Policy and Administration exam. (exam requirement is deemed to have been met through successful passing of the Lakehead University Forest Policy course within the past five years.)
- 21. Report to the OPFA office when your Personal Practice Focus and Learning Plan are complete and retained in your files in accordance with the OPFA Competency Support Program.

When the above requirements are satisfied, you will be registered as an Associate Member of the OPFA.

The Registrar will report to the Registration Committee the satisfactory completion of any requirements of a conditional approval for membership.

You will be notified of the annual dues payable for Associate membership as per the approved Fee Schedule (see link below).

COMPETENCY GAP FILLING Towards Full Membership

FULL MEMBERSHIP: CAP Process (continued)

Credential Assessment Process (CAP)

When you have 18 months of progressive, relevant work experience as a Provisional Member, you will complete the remaining steps.

- 18. Submit any additional information for competency gap filling to the Registrar.
- 19. The Registration Committee will review the additional information to determine if gaps are filled. Note: Full or partial re-assessment by the national assessors is also available for an additional fee (fee set nationally).

When competency gaps are successfully filled, applicant continues the process to Full Membership.

The Registration Committee will consider your revised application at this point. If successful, any approval for Full Membership will be conditional upon meeting items 20 and 21 below (if not already completed).

- 20. Successfully pass the OPFA Ontario Forest Policy and Administration exam. (exam requirement is deemed to have been met through successful passing of the Lakehead University Forest Policy course within the past five years.)
- 21. Report to the OPFA office when your Personal Practice Focus and Learning Plan are complete and retained in your files in accordance with the OPFA Competency Support Program.

When the above requirements are satisfied, you will be registered as a Full Member of the OPFA.

The Registrar will report to the Registration Committee the satisfactory completion of any requirements of a conditional approval for membership.

You will be notified of the annual dues payable for Full membership as per the approved Fee Schedule (see link below).

NOTE: The OPFA approved Fee Schedule is posted on the website at: <http://www.opfa.ca/registration/fees>