Associate Membership Application Process

Initial Enquiry
Submit CV & pre-screening results

Note: Process is only applicable for graduates of programs which are not CFAB accredited.

Apply for Provisional Membership
Submit Line-numbered CV, Form & Fee

Submit self-assessment of education against competencies (i.e. identify relevant courses for each)
- **Provide detailed course outlines & certifications**
- **Have official transcripts submitted directly from institution(s)**
- **Pay Assessment Fee**
May also submit request for experience credit towards 18-month requirement (if eligible)

*The 2 Stage CAP Process is currently in development - implementation date October 1st 2023

Meet the Professionalism and Ethics Bridge Training Standard
(through Bridge Training, online evaluation-*coming soon*, or submission of evidence)

Academic competencies are assessed
By Registration Committee OR CAP Stage 1* (if eligible)

Associate Member scope of practice is prescribed by Registration Committee matching academic competencies (e.g. work that falls under the following areas that have been successfully demonstrated)

18 months + of mentored experience

Complete Ontario Forest Policy & Legislative Framework Bridge Training Modules 1-4
- exemption may be requested if specific modules are not relevant to scope and/or applicant has extensive experience in these areas
(can be begun at any stage in process & worked on concurrently)

Less than 18 months mentored experience

Apply for Associate Membership under prescribed scope of practice by submitting:
- **Work History Form**
- **Resume**
- **2 Sponsorship Forms**
- **2 Character Witness Forms**
   *Professionalism and Ethics Standard & Ontario Forest Policy & Legislative Framework requirements must have been met.

When complete

Continue working under direct supervision until have 18 months of mentored experience

OPTIONAL
Work towards expanded scope or Full Membership (if eligible) (next chart)

OPTIONAL
Work towards expanding prescribed scope at the same time (next chart)
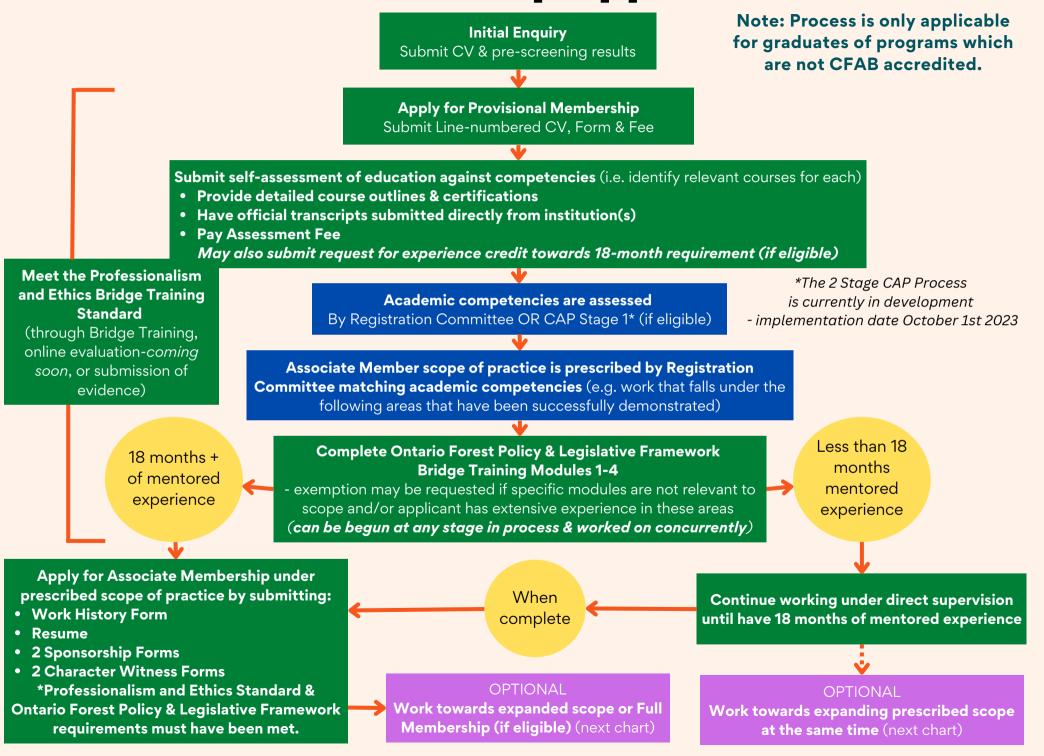
Associate Member Scope of Practice Expansion & Working Towards Full Membership

*The 2 Stage CAP Process is currently in development - implementation date October 1st 2023

To expand scope by adding specific/unique services under limitations (e.g. area/woodlot size, region, stand level)

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Request changes/additions to prescribed scope of practice by submitting:
-rationale
-specific wording
-limitations to be applied
-evidence demonstrating competency in these areas (academic or experiential) - for each additional service

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Successfully demonstrate that are competent in these areas
- Registration Committee will review the evidence that was provided.
- Bridge Training can be completed if required.

Note: Competency in these services must be demonstrated to the level required to work within the provided limitations.

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Changes to scope of practice approved by Registration Committee

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To expand scope by adding additional competencies from Certification Standards, gained through experience.

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Successfully demonstrate that meet additional competencies through experience which were not demonstrated through academic assessment

Options:
- **Bridge Training**
- **Evidence submitted to Registration Committee** (only available if asking for under 70% of competencies to be included in scope)
- **Undergo CAP (Stage 2) to assess experience*** - if eligible (BSc equivalent) & aiming for Full Membership in future

Note: These competencies must be demonstrated in full.

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Changes to scope of practice approved by Registration Commitee

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To work towards Full Membership
Must have 4yr BSc or equivalent

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Successfully demonstrate that meet the remaining competencies that were not already demonstrated through academic assessment:

Options:
- **CAP (Stage 2)*-** must be eligible (BSc equivalent) *This must be completed under current by-law.*
- **Bridge Training or other approved gap filling methods to fill all remaining competency gaps**

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2 new Sponsorship Forms submitted.
To recommend for Full Membership.

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Submit application for Full Membership

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Approved for Full Membership