



ACPA Membership Application Checklist

The Association of the Chemistry Profession of Alberta (ACPA) is responsible for ensuring that the public interest is protected in relation to the practice of chemistry in Alberta. The ACPA must ensure that its members are qualified and competent in their chosen field.

Academic requirements vary between the Membership categories, please consult the ACPA website for the most current requirements prior to application (<http://www.pchem.ca/member-categories>). Please note that biochemistry courses are evaluated individually and assessed based on chemistry content and focus.

When you are applying for registration online, you must complete the online application form in full and will need to provide the following documents as part of your application requirements.

- ☐ **Original transcripts sent by mail from your educational institution(s) directly to the ACPA office (photocopies and scans are no longer accepted).**
- ☐ **Current chronological resume (list work experience using the month and year for the start and end of each entry)**
- ☐ **For CIT applications, the full name, occupation, email address and phone number for the person providing your reference. Your reference must be a registered professional (e.g. P.Chem., P.Eng., P.Ag., lawyer, doctor, member of the clergy).**
- ☐ **For P.Chem. Applications, the full name, occupation, email address and phone number for the person providing your reference. Your reference must be a registered professional (e.g. P.Chem., P.Eng., P.Ag.) and be familiar with your professional work.**

If you are applying for **Student Membership**, the only document we require is a copy of your transcript (does not need to be a certified copy) proving that you are enrolled in a university degree program in the chemical sciences or a diploma program in chemical technology. Instead of annual dues (student membership is free), we require you to submit a copy of your current transcript each year in January to provide proof of your ongoing student status.

If you have **international academic qualifications or work experience** you will need the following documents in addition to the documents listed above.

- ☐ [IQAS assessment](#) (International Qualifications Assessment Service) or [WES assessment](#) (World Education Services)
- ☐ [English language assessment](#) (if your education was not in English)
- ☐ Translation of any documents not in English

All applicants other than students must also complete the ACPA course in [Professional Ethics for Chemists](#).