ASTTBC TECHNOLOGY PROFESSIONALS

Application Identification Policy

Policy Subject	Application Identification Policy
Policy Section	
Policy Number	
Approving Authority	Registrar
Revision	0
Approved Date	July 12, 2024
Responsible Officer	Registrar
Next Policy Review Date	July 12, 2029

REASON FOR POLICY

The ASTTBC Bylaws contains requirements for all applicants to submit an application in a form approved by the Registrar. Additionally, the Bylaws require applicants for categories of registration that allow for practising to be a Canadian citizen, permanent resident, or otherwise authorized to work in Canada. In order to ensure that ASTTBC can meet its regulatory mandate, it is necessary that registrants verify their identity at the time of registration.

APPLICABILITY

This policy applies to all applicants for registration in their respective category, class, sub-class, discipline, or endorsement.

POLICY STATEMENTS

1. Definitions:

Under section 1 of the PGA "applicant", in respect of a regulatory body, means person who applies for (a) enrolment in the regulatory body's admission program for trainees, if applicable, or (b) admission or reinstatement as a registrant of the regulatory body.

2. Policy Statement:

All applicants are required to complete a form approved by the Registrar.[1] Additionally, applicants in the Practising and Trainee categories of registration are required to verify that they are authorized to work in Canada and the Student category of registration requires that applicants verify that they are authorized to study in Canada.

ASTTBC therefore requires two pieces of valid government issued identification, one of which must contain a photograph of the applicant and one of which must confirm that the applicant is authorized to work or study in Canada (if applicable). The following forms of documents are approved as meeting the requirements. Other forms of identification may be approved on a case-by-case basis.

[1] Sections 36(f)(i), 36.3(a), 38(b)(i) and 39(c)(i) of the ASTTBC Bylaws

Identification documents accepted:

- Driver's license
- Medical Services Card
- Possession Acquisition License (PAL)
- BC ID Card
- Foreign Passport
- Refugee Protection Claimant Document, Refugee Travel Document, or Refugee Certificate of Identity
- Social Insurance Card
- Canadian Forces ID
- Certificate of Indian Status

Identification Documents accepted as proof of authorization to work or study in Canada:

- Canadian Passport
- Nexus Card
- Canadian Enhanced Driver's License
- Canadian citizenship card/certificate
- Canadian Birth Certificate
- Canadian Permanent Resident Card
- Work Permit
- Study Permit