



Canadian
Alliance of
Physiotherapy
Regulators

Alliance canadienne
des organismes de
réglementation de
la physiothérapie

To: Canadian Alliance of Physiotherapy Regulators

From:

Date:

Student Name:

Student Number:

This letter is to confirm that _____ (Student no. _____)

has successfully completed all of the requirements for

_____ at _____.

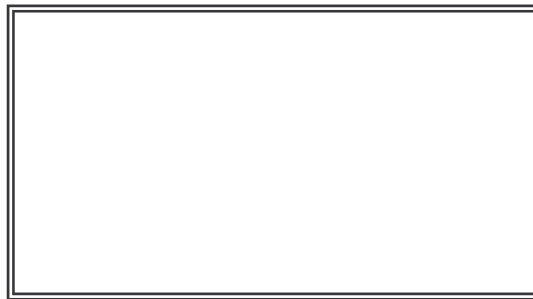
The scheduled date for conferral of the award of _____ by

_____ of _____ is

_____.

Signature

Date



Seal / stamp of the school

INSTRUCTIONS TO INSTITUTION

Do not complete this form if the degree is conferred.

Completing the Form

Is it necessary to use this form?

You may include the information required and listed on the attached form on the school's official letterhead and submit the letter directly to The Alliance office.

When should this form be completed?

Complete this form only if the student has completed all of the requirements for the degree (i.e., completed all the academic requirements, clinical internship, is in good academic standing and does not owe any fees).

Who can complete the form?

This form may be completed by the physiotherapy institution's Registrar, Program Director or Dean. The applicant **cannot** complete the form.

Who can sign the form?

The person who completed the form must also sign and date the form

What if student number is not available?

Most universities assign a student number to their students. If the student number is not available, date of birth of the student may be noted on the form.

What does "all requirements" mean?

All coursework (credits), clinical requirements (clinical internship), fees and dues

What is "Name of Authority"?

In most universities the degree is awarded by an authority who issues the degree. It may be called "Council" or "Board" or may have other names.

What is "Name of Program"?

Example: "Bachelor of Physiotherapy"
"Master of Physiotherapy"

What is "Name of Award"?

Example: "Bachelor of Physiotherapy", "Bachelor of Science in Physiotherapy", "Master of Physiotherapy"

Submitting the Form

This form, once completed, must be submitted directly to The Alliance office.

INSTRUCTIONS TO APPLICANT

The Canadian Alliance of Physiotherapy Regulators (The Alliance) recognizes that applicants who recently completed their educational requirements and are waiting for convocation may wish to apply for credentialing prior to convocation time.

The Alliance will start the educational equivalence process if the degree/diploma is the only official document missing. This means that the applicant has successfully completed ALL the requirements for the degree (diploma).

The Alliance will require a written confirmation indicating that you have successfully completed all of the requirements for the degree and the scheduled date for conferral of the award.

Although The Alliance will start the process, the results will not be released until the official copy of the physiotherapy degree is received.

If you have successfully completed all of the requirements for the degree and are waiting for your convocation, you may forward a copy of the form to the school with the Document Request Form and request that they complete and return it directly to The Alliance office.

Please note that it is not necessary for the school to use the attached form. The Alliance will accept an official letter from the school confirming the information listed on the form.

SAMPLE

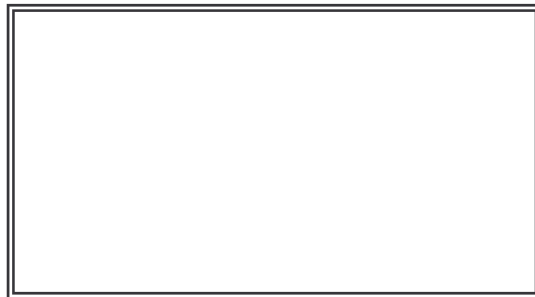
To: Canadian Alliance of Physiotherapy Regulators
From: Authorized Personnel Name and Last Name, Title
Date: Month Day, Year
Student Name: Student Name, Student Last Name
Student Number: number

This letter is to confirm that *Student Last Name (student no.)* has successfully completed all the requirements for *NAME OF PROGRAM* at *SCHOOL NAME* as she/he has obtained the required number of credits for completion.

The scheduled date for conferral of the award of *NAME OF AWARD* by *NAME OF AUTHORITY* of *SCHOOLNAME* is *DATE*.

Signature

Date



Seal of the school