

Examination Policy
COPR Examination Purchase Refund

Policy Type: Exam	Policy Number:
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Purpose

The purpose of this policy is to define refunds applicable to candidates who apply, book and pay for a test centre seat to write the COPR Entry to Practice Examination, but do not write the examination.

Definition

An examination candidate is:

1. An individual who wishes to undertake the COPR Entry to Practice Examination. This is inclusive of new graduates; or
2. An applicant whose licensure (registration) is inactive or has lapsed and has been approved by an adopting provincial regulator to undertake the examination as part of the reinstatement or registration process; or
3. An individual who has been deemed to have achieved “substantial equivalency” from a non-Canadian educational institution by an adopting Canadian provincial regulator.

Policy

Candidates apply to undertake the COPR Entry to Practice Examination through a provincial regulator. Candidates are not required to have successfully completed their course of study to apply for the examination.

Candidates are required to purchase the examination and book a test centre a minimum of four weeks in advance of the examination.

Proof of successful completion of a full course of study must be provided to the provincial regulator 14 calendar days prior to the examination date.

Applicable Refunds

Refunds will be provided to candidates who cancel their COPR Entry to Practice Examination registration, or who have not satisfied the registration pre-requisites 14 calendar days prior to the examination based on the following:

- 22 - 27 calendar days before the examination: 75% refund
- 15 - 21 calendar days before the examination: 50% refund
- 14 days before the examination: No Refund

Failure to take the Examination

No refund will be provided to a candidate who does not take the examination at the approved test centre and at the scheduled date/time (no show) unless the failure to take the examination is due to:

1. Death in the immediate family; or
2. Sudden incapacitating illness or injury; or
3. Other circumstance deemed by COPR to be commensurate to (1) or (2)

Late Arrival to the Examination Test Centre

Candidates who arrive 30 minutes late to a test centre will be denied access and will not receive a refund for their examination.