



**The College of  
Physicians and Surgeons  
of Newfoundland and Labrador**

## **Advisory to Applicants**

Applicants for licensure under the jurisdiction of the College of Physicians and Surgeons of Newfoundland and Labrador (the "College") are advised to note the following:

1. The qualifications and requirements for licensure are outlined in the *Medical Act, 2011*, the *Medical Regulations*, and on the College's website at [www.cpsnl.ca](http://www.cpsnl.ca). It is strongly recommended that applicants familiarize themselves with these qualifications and requirements for licensure before completing the Online Application for Medical Registration (Application) by accessing [physiciansapply.ca](http://physiciansapply.ca).
2. The qualifications and requirements for licensure are subject to amendment from time to time. Applicants are responsible for ensuring that their applications meet the most current requirements.
3. Applicants should commence the Application process well in advance of any planned starting date for practice in Newfoundland and Labrador. In the College's experience, lengthy delays may arise from awaiting receipt of letters of reference, certificates of professional conduct, credentials verification, as well as responses by the applicant to inquiries of the College about the Application and supporting documentation.
4. An Application for licensure is not deemed to be complete until the Application has been completed in full, in accordance with the instructions on the College's website and in this Advisory; and until the Application, with all supporting documentation requested, has been received by the College.
5. The College may reject any Application in which a section has not been completed. The applicant may then be required to complete a new Application and pay an additional non-refundable processing fee.
6. Applicants are responsible for the truthfulness, the accuracy and the completeness of all information provided in the Application, as well as in all associated supporting documentation.
7. Applicants are expected to update the information submitted on their Application and supporting documentation if that information has changed since being provided to the College (e.g., if the applicant has taken a medical licensing examination or has been

admitted to postgraduate training or has had some other change in circumstance since the Application was first made which would change the applicant's response to any of the questions posed on the Application).

8. An applicant that makes any false or misleading representations, omissions or declarations on, or in connection with, an Application for licensure, will be rejected. The Application process is dependent upon the reliability and integrity of the information provided by the applicant. The making of false or misleading representations, omissions or declarations are matters which call into question the reliability and integrity of all information provided by the applicant, and of the applicant himself or herself. The making of a false or misleading representations, omissions or declarations will not be considered to have been rectified by the submission of an updated or amended Application or updated or amended supporting documentation.
9. Where information provided by a credible third party (e.g., another medical regulatory authority, government agency, credentials verification service, or a medical practitioner in good standing) contradicts or is inconsistent with information provided by the applicant, the College will deem the applicant to have made a false or misleading representation, omission or declaration. If the applicant asserts that the information provided by the third party is in error, it is the applicant's responsibility to secure a formal correction or retraction from the third party.
10. The College reserves the right to require the applicant to update and resubmit an Application with supporting documentation, and to certify and recertify the truth, accuracy and completeness of all information provided by the applicant, at any time during the Application process.
11. While for convenience, the College may accept emailed and faxed documents throughout the course of the Application process, the College reserves the right to require that original or satisfactorily-certified copies of all documents be submitted to the College before the Application will be deemed to be complete.