

FORM

Review, revision or extension of deadline

Important information

- 1. Request for review:** After receiving a decision from the, you may request a review if you have new information to add to your file. Here is what you need to provide:

To add a new degree or academic activity:

- A comparative analysis from [WES](#) for any new diploma obtained outside of Canada.
- Transcripts submitted directly by the academic institution for any diploma earned in Canada.
- Course description (syllabus) and concordance table.
- A summary of your thesis, project or internship.

To add work experience :

After reviewing your file, we will prompt you to add your work experience to your portal.

**You will have 6 weeks to complete your application for review.
After this time, your application will be closed without further reminder.**

- 2. Request for a file review:** If you disagree with a decision made by the Admission to Practice Committee and have no new information to submit, please send your request for review within 30 days of receiving the decision.
- 3. Request a deadline extension:** To justify your absence from exams and request a deadline extension, please explain the reasons and provide supporting documents to the Admission to Practice Committee.
- 4. Request a review of an admission exam:** To contest a grade, request a review within 30 days of receiving the decision. It is recommended that you obtain a copy of your exam booklet (by request to the OIQ) to make your case to the examiner who grades the exams.
- 5. Request a review of the professional exam:** You can contest your grade by requesting a review within 30 days of receiving the decision.
- 6. Request a CEP review:** If you disagree with a decision made by the Admissions Committee and have no new information to present, submit your request for review within 15 days of receiving the decision.

Fees apply depending on the type of request.

Consult [fee schedule](#) (common fees section – Professional Admission Program)

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File number	Last name	First name

	Type of request	Fees	Check
Admission process	1. I would like to file a request for review		
	1.a I would like to submit new information (diploma, academic activity) in support of my application	0\$	<input type="checkbox"/>
	1.b I would like to submit new work experience in support of my application	0\$	<input type="checkbox"/>
	2. I would like to apply for a file review	255\$	<input type="checkbox"/>
	3. I would like to apply for a deadline extension	255\$	<input type="checkbox"/>
	4. I would like to file for a request a review for an admission exam	255\$	<input type="checkbox"/>
CP	5. I would like to file a request a review for the professional exam	255\$	<input type="checkbox"/>
	6. I would like to request a CEP review	255\$	<input type="checkbox"/>

Declaration and signature

I certify that the information in my application and all attached documents are true, accurate and unaltered.

I give my consent to the OIQ to contact, if necessary, the persons or organizations who drafted, signed, produced or certified the documents in my file to verify their accuracy and integrity.

I understand that any misrepresentation, omission to state a fact or transmission of false, altered or fraudulently obtained documents may result in sanctions, including suspension of consideration of my file, denial of my permit application or revocation of my permit.

Signature _____

Date yyyy/mm/dd _____

Payment

I have enclosed a cheque for: _____ \$

I authorize the OIQ to charge the applicable fees to the following credit card credit card in the amount of _____ \$

Visa

Mastercard

Credit card number _____

Expiration date (mm/yy) _____

Please submit form by email: traitementdossiers@oiq.qc.ca

For support, contact our customer service department at 514-845-6141 or 1-800-461-6141, option 1,

or by e-mail at sac@oiq.qc.ca