



## **REVIEWS AND APPEALS PROFESSIONAL LICENSEE**

Applicants who wish to appeal a decision of the Professional Licensee (Engineering) Committee or the Professional Licensee (Geological and Geophysical) Committee are governed by the following policies.

### **Reviews by the Professional Licensee Committee**

1. A written request for review of the decision must be received by APEGGA within 30 days of your receipt of the letter advising you of the Committee's decision.
2. A fee of \$150.00 (G.S.T. exempt) must accompany the request.
3. The request must provide detailed reasons, appropriate supporting materials, and grounds for the review. The request must provide new or additional information or material that was not previously before the Committee when it rendered the decision being appealed from and that might have resulted in the Committee rendering a different decision had that information or material been available to it.
4. The request will be directed to and reviewed by the Professional Licensee Committee.
5. The applicant making the request must include the words:

"I recognize in making this request that the Professional Licensee Committee may make a different decision than the one previously given. I agree to be bound by the new decision given by the Professional Licensee Committee upon review of my application."

### **Appeals**

If you disagree with the review decision, you may appeal to the APEGGA Full Board of Examiners. The Full Board normally meets twice a year.

1. An appeal request must be made in writing, and received by APEGGA within 30 days of your receipt of the letter advising you of the review decision of the Professional Licensee Committee.
2. A fee of \$150.00 (G.S.T. exempt) must accompany the appeal.
3. The request must provide detailed reasons, appropriate supporting materials, and grounds for the appeal. The request must provide new or additional information or material that was not previously before the Professional Licensee Committee when it rendered the decision being appealed from and that might have resulted in the Professional Licensee Committee rendering a different decision had that information or material been available to it.

4. The appeal letter submitted must also state:

"I recognize in making this request that the Full Board of Examiners may make a different decision than the one previously given. I agree to be bound by the new decision."

\*Please note that nothing done by way of a review or appeal under this policy, removes from the applicant the statutory right of an appeal to the Appeal Board given by Section 32(4) of the Engineering, Geological and Geophysical Professions Act in the event of a decision by the Professional Licensee Committee to refuse an application. If the Committee has required an applicant to pass one or more examinations and/or to obtain additional experience, it means the Committee's decision has been to defer, not refuse, approval of the application until it is satisfied that the applicant has complied with the requirement.

**Revised: OCTOBER 2009**