How to Register with the College of Homeopaths of Ontario for Eligible Applicants

Eligible applicants have graduated from an approved program in homeopathy in Ontario or have been reviewed by the CHO and deemed to have substantially equivalent education and training to a graduate of an approved program. For more information on eligibility see the CHO Guide to Registration. Steps 1 to 8 may take 8 to 12 weeks.

Thank you for your interest in the College of Homeopaths of Ontario.

Click on the website links below to visit the relevant page on the College website.

1

READ THE GUIDE TO REGISTRATION and DETERMINE ELIGIBILITY

From the College website download and read the *Guide to Registration* to determine eligibility:

1. Are you a graduate from an approved program in homeopathy in Ontario? **or**
2. Have you successfully completed the Substantially Equivalent Competence Assessment process?

If eligible proceed with steps in this chart.

If you are not yet eligible see *Substantially Equivalent Competence Assessment (SECA) Handbook*

If not a graduate of an approved program in homeopathy in Ontario, $480 + HST for SECA review to determine if education and training is substantially equivalent.

2

SEND FORM B

Send **Form B - Certificate of Dean or Principal** to your educational institution.

Fees for transcripts and other documents are determined by the educational institution.

Mail Form B directly to the relevant address.

3

IF ELIGIBLE CREATE A USER ACCOUNT

Create a user account on the College website and begin the application form. Follow the directions on the online form. You can log-in and log-out of your account as needed. Every applicant must complete **Form A**. Make sure to read the Guide for more information.

https://app.collegeofhomeopaths.com/en/client/user/new

4

IF ELIGIBLE COMPLETE THE INDIVIDUAL ASSESSMENT

Complete the **Individual Assessment** by sending your three patient cases, your essay and payment to the College at ia@collegeofhomeopaths.com. The date of completion is the date on your congratulatory letter.

http://collegeofhomeopaths.com/registration-requirements.html

$650 + HST for three cases and essay

Send your submission and payment to CHO.

5

COMPLETE THE JURISPRUDENCE COURSE

Complete the **Jurisprudence Course** by creating a Jurisprudence user account on the College website, studying the material in the Jurisprudence Manual, completing the quizzes online, and printing your Certificate of Completion.

www.collegeofhomeopaths.on.ca/pages/jurisprudence.html

$80 + HST to complete all 17 quizzes

Submit your payment online or mail a certified cheque to the College.

6

GATHER SUPPORTING DOCUMENTS

Complete all other registration requirements, including: **Healthcare Provider CPR** and **Standard First Aid**, **Criminal Background Check**, **Professional Liability Insurance** (if currently insured), Canadian Language Benchmark assessment *(if applicable)*, and translations *(if applicable)*.

Fees determined by the provider. Applicants must contact the provider of their choice. The College does not endorse any training or insurance providers.

7

SEND FORM C

Send **Form C - Certificate of Professional Conduct** to your other regulatory body *(if you are currently or were previously licensed with another health regulatory or licensing body in any country).*

Fees for documents are determined by the regulatory body. Email or Mail Form C directly to the relevant address.

Applicants may complete these steps in any order. It is possible to complete some steps concurrently.

8

SUBMIT APPLICATION FORM

Submit the online application form by clicking **"Submit"** in your online user account. The form is electronically sent to the College. Then mail a package of all required supporting documents to the College that are noted in the **Application Checklist** (this includes 4, 5 and 6 listed above).

https://app.collegeofhomeopaths.com/en/client/session/new

$295 + HST non-refundable application fee

Email all supporting documents directly to CHO Registration Department : registration@collegeofhomeopaths.com

APPLICATION RECEIVED AND REVIEWED

Applicants will be notified if there is any missing information. The College will notify you when your application form and all supporting documents have been received. Processing will not begin until all materials are received. **It could take up to 12 weeks to process your completed application.**

Submit your registration fee payment directly to the College through your CHO Portal Account.

OR

CERTIFICATE OF REGISTRATION ISSUED

If the applicant meets all of the requirements then a Certificate of Registration will be issued when the registration fee and proof of insurance have been received by the College. The Registrant will appear on the Public Register.

REFERRAL TO REGISTRATION COMMITTEE

If the Registrar has doubts that the applicant meets the requirements, the application will be referred to the Registration Committee.

OR

REGISTRATION REFUSED

The applicant can appeal internally to the College and/or externally to HPARB.