

APEGA Membership Application Checklist

Member-in-Training

This worksheet is a tool to aid in successful completion of your application, but is not a mandatory part of it and does not need to be uploaded or sent in.

Detailed information on Member-in-Training applications, including how to start your application, can be found at [Become a Member-in-Training | APEGA](#)

You can continue your application through the [myAPEGA portal](#). If any documents are missing, they will be listed as *not received* or *incomplete*. To provide any missing documentation, please email registration@apega.ca.

Your Identification

- All your documents must include your full name and APEGA ID number. You'll be assigned an APEGA ID number once you start your application.
- Make sure your application includes your current phone number, mailing address, and email address.
- You will be required to provide proof of identity. You can provide:
 - Birth Certificate
 - Marriage Certificate
 - Legal Name Change

Academic Records

Canadian Graduates

Include transcripts from academic institutions that clearly show

- the program of study
- graduation date
- all courses taken
- marks received

Transcripts must also be provided for any transfer credits.

International Graduates

Have a WES ICAP report sent directly to APEGA from your academic institution.

Name Change Documentation

- Include any legal name change documents or a marriage certificate, when applicable.

Character Declaration

- Complete the Character Declaration when you are filling out the online application.
- Upload all relevant documentation before submitting the form.