

## STEPS TO REGISTRATION

### For Internationally Educated Medical Laboratory Technologist Professionals

Below is an overview of the registration process for becoming a member of the CMLTA. Only registered members of the CMLTA can use the protected titles “Medical Laboratory Technologist” and the initials “MLT” after their name. This overview is provided as a four-step guide. Please visit [www.cmlta.org](http://www.cmlta.org) for further details on each step.

Note:

- Timelines are estimated
- All fees are listed in Canadian dollars (2020)
- Fees are estimates and do not include costs associated with travel, meeting documentation criteria, etc.

Timeline	Task	Fee	Details
<b>Step 1: Canadian Society for Medical Laboratory Science (CSMLS)</b>			
6 – 8 months	Complete the CSMLS Personal Competency Rating Booklet and the CSMLS Online Self-Assessment (OSA) diagnostic report	\$60	The online self-assessment and the personal competency rating will help you determine whether to pursue certification
	Complete the CSMLS prior learning assessment (PLA) application		
	Complete an academic credentials evaluation from an approved organization	\$225 - \$ 245	Check the CSMLS PLA Handbook for a list of approved academic credentials evaluation organizations
	Complete an English or French language proficiency test (if required by CSMLS)	\$140 - \$300	
	Attach the required documents		
	Include the application fee	\$820 - \$975	
	Submit the completed application package		
	Submit the technical report fee when required	\$720 - \$875	

	<p>CSMLS will assess your application package and write a technical report that states whether you are eligible to write the National Certification Examination:</p> <ul style="list-style-type: none"> <li>• If you are eligible to write the National Examination, you can apply for a Provisional Registration, which allows you to practice as a medical laboratory technologist under supervision</li> <li>• If you are not eligible to write the National Certification Examination, the areas in which you need to upgrade will be detailed.</li> </ul>	
--	--	--

### Step 2: National Certification Examination CSMLS

2 – 4 months	Register online for the National Certification Examination		Provisional registration for 12 months is possible if you have been deemed eligible to write the National Certification Exam. Provisional registration allows you to work under supervision until you pass the National Certification Exam.
	Include the registration fee	\$955 - \$2710	
	Pass the examination		
	CSMLS assesses the results of your examination: <ul style="list-style-type: none"> <li>• If you pass the National Certification Examination, you can apply for full registration with CMLTA.</li> <li>• If you do not pass, you can attempt the exam one more time before requiring extra education.</li> </ul>		

### Step 3: CMLTA Registration

1 week	<p>Submit the following documents to CMLTA:</p> <ol style="list-style-type: none"> <li>1. Initial application form</li> <li>2. CSMLS Prior Learning Assessment stating examination eligibility</li> <li>3. CSMLS Confirmation of Examination registration</li> <li>4. English Language Proficiency Assessment (if applicable)</li> <li>5. Payment of application fee and MLT dues</li> </ol>	<p>\$75 application fee + \$450 MLT dues</p> <p>MLT dues are half the amount if applying after July 1</p>	<p>CMLTA will review documents to confirm eligibility for provisional registration.</p> <p>The annual registration fee will be refunded if registration is denied.</p>
--------	--	---	--

#### Step 4: Upgrading Registration (CMLTA)

5 days	a) Email a copy of your CSMLS exam results or CSMLS certificate to the CMLTA and request that your registration status be upgraded.		
	CMLTA will assess your application. If all requirements are met, your registration will be accepted and you will be issued a full standing practice permit on one of the 3 registers: General, Diagnostic Cytology, or Clinical Genetics.		