

# REGISTERED COUNSELLING THERAPIST CANDIDATE APPLICATION (Canada)

**Use this application only if you are applying to be licensed as a Registered Counselling Therapist-Candidate (RCT-C) in Nova Scotia as a graduate of a Canadian degree-granting institution. **Note:** If you are a graduate of a CACEP accredited graduate program (see [Schedule of CACEP Accredited Programs](#), S-02.0), you are not required to complete Section C of this form.**

## SECTION A: Applicant Information (Use your full legal name)

**First Name**

**Initial**

**Last Name**

**Phone**

**Date of Birth**

**Email**

**Address,  
town**

**Province**

**Postal Code**

## SECTION B: Post Secondary Education

		<b>Name and Location of Institution</b>	<b>Date Graduated</b>	<b>Degree</b>	<b>Major</b>
<b>Bachelor Degree(s)</b>	<b>1</b>				
	<b>2</b>				
<b>Graduate Degree(s)</b>	<b>1</b>				
	<b>2</b>				

**An official transcript must be sent directly to NSCCT from the Registrar of the institution from which your counselling graduate degree was conferred.**

Registrar  
Nova Scotia College of Counselling Therapists  
207-1 Kingswood Dr  
Hammonds Plains, Nova Scotia  
B4B 0P4

## SECTION C: NSCCT Course Requirements

As part of this application, all Registered Counselling Therapist - Candidates who have not graduated from a CACEP accredited graduate program (see [Schedule of CACEP Accredited Programs](#) , S-02.0) must submit a completed [Course Description Form](#) (F-02.2) listing all graduate-level courses obtained as part of their degree, and which appear on official transcripts.

## SECTION D: Application Fee

Submit the non-refundable application fee of \$110 (CAD) via e-transfer to: [finance@nscct.ca](mailto:finance@nscct.ca) or by cheque or money order made out to Nova Scotia College of Counselling Therapists.

## SECTION E: Proposed Candidacy Supervisor

**This section of the application must be completed by, and in full consultation with, a proposed Candidacy Supervisor. Both parties are asked to refer to [Policy SC-01.0: Candidacy Supervision](#) to ensure they are familiar with its requirements; in particular. Sections: [Eligible Supervisors](#) and [Supervisory Role](#).**

<b>First Name</b>	<b>Initial</b>	<b>Last Name</b>
<b>Phone</b>	<b>Email</b>	<b>Registration #</b>
<b>Address</b>	<b>Province</b>	<b>Postal Code</b>

I hereby confirm that I,

- **Have read and agree to comply with the requirements of NSCCT Policy SC-01.0: *Candidacy Supervision*;**
- **Meet each of the 'Eligible Supervisor' requirements as set out in Policy SC-01.0;**
- **Have expressed to the applicant your willingness to supervise their candidacy as approved by the Registrar.**

Signature

Date

## SECTION F: Declaration and Attestation

Are you now, or have you ever been, subject to any disciplinary process, review, inquiry, investigation, fitness-to-practice process, or other regulatory process which has or had the potential to impact your licensure or status with any regulatory body?

**No**

**Yes** ... if YES, please provide full details on a separate page.

Signature

Date

## Attestation of Document Review

I \_\_\_\_\_, (Print Name)

attest that I have thoroughly reviewed and fully comprehend the following documents,

- Canadian Counselling and Psychotherapy Association [Code of Ethics](#) (2020)
- Canadian Counselling and Psychotherapy Association [Standards of Practice](#) (2015)

and commit myself to practicing according to the precepts and standards contained therein.

Furthermore, I agree to read all official correspondence from the College transmitted by hard copy or electronic means.

Signature

Date

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## SECTION: G. Professional Liability Insurance

Registered Counselling Therapist - Candidates are required by law to maintain Professional Liability Insurance in the amount of \$1,000,000 (minimum) [see Policy R-02.0 *Professional Liability Insurance*]. The NSCCT requires that all RCT-C applicants provide evidence that they:

- Currently hold professional liability insurance in an amount not less than amount of \$1,000,000 ; **or**
- are covered by an insurance policy held by a current employer for the required amount.

Check which one applies.

## Application Checklist

Use this checklist to ensure all required documents are enclosed with the application or have been submitted independently as required.

Submitted with Application	
Criminal Record Check (NSCCT Policy R-07)	
Vulnerable Sector Check (NSCCT Policy R-07)	
Proof of Professional Liability Insurance (Policy R-02.0)	
Non-refundable Application Fee \$110 (Policy S-01.0)	
Graduate Course Description Form (F-02.2)	
Independently Submitted	
Official Transcript(s)	

**NOTE that only fully completed applications will be processed. Do not send required documents separately.**

I certify that all the information included in this application and accompanying documents submitted by me is correct to the best of my knowledge.

Forward the completed application and all  
required documents electronically  
or by mail to:

**Registrar**

Applicant Signature

**Nova Scotia College of Counselling Therapists  
207-1 Kingswood Dr  
Hammonds Plains, Nova Scotia  
B4B 0P4**

Date

**902-225-7531**

**apply@nscct.ca**