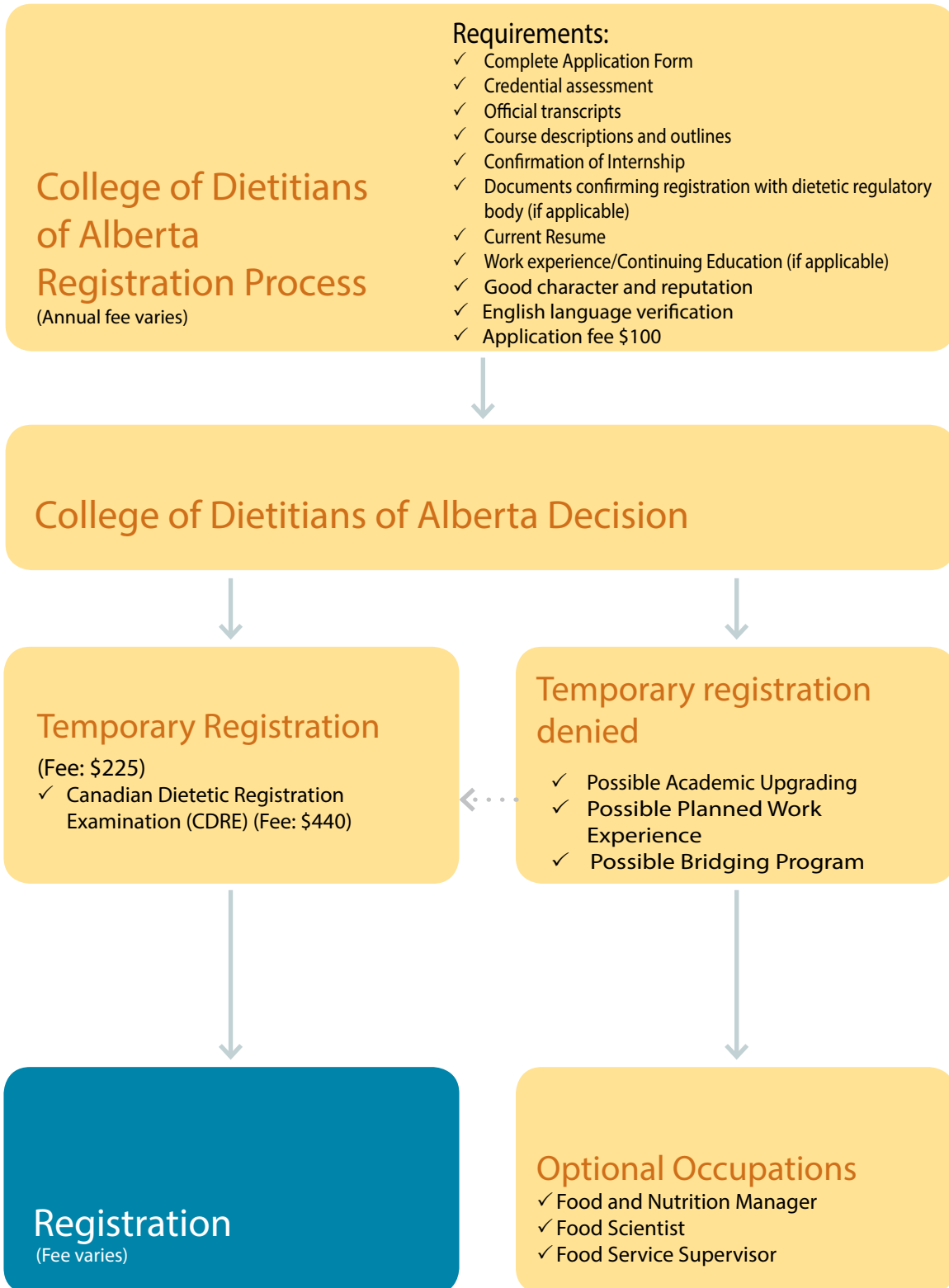


# Dietitian

## Registration Process



## **Dietitian**

### Registration Process

#### **Description of Occupation**

Registered Dietitians assess, develop, implement and evaluate food and nutrition strategies and programs. They also develop and analyze food and food products, manage food service operations or clinical and community nutrition services, promote food security and safety, and conduct research in the areas of food, nutrition, health promotion and services systems management.

#### **Obtaining Registration in Alberta**

To become a Registered Dietitian in Alberta, you must be registered with the College of Dietitians of Alberta (the College).

The College encourages all applicants to complete the online self-assessment tool to help you decide if you are ready to apply to the College for an eligibility assessment. The online self-assessment can be found on the following page:

<http://www.collegeofdietitians.ab.ca/BecomeanRD/InternationallyTrainedApplicant.aspx>.

You must complete and submit an Application for Registration, found on the College's website, along with required documentation. The College will open a file for review and assessment once all required documentation has been received.

The College will assess the qualifications of an internationally trained applicant to determine if the academic preparation and practical training are substantially equivalent to the requirements for registration obtained through accredited Canadian programs. Part of the assessment process includes an in-person College competency assessment for registration conducted at the University of Alberta (UA) which will be based on a basic nutrition knowledge examination as well as diagnostic evaluations using the methodologies of the Objective Structured Clinical Examination (OSCE) and the Multiple Mini Interviews (MMI).

Following review and assessment, the Registration Committee of the College will outline the requirements for registration.

Once your credentials and experience have been approved, you will be granted temporary registration, which allows you to practice under supervision and use the title "Dietitian" until you have written and passed the Canadian Dietetic Registration Examination (CDRE). After you have passed the CDRE, you will be granted General registration, which means you will be able to practice as a Dietitian without supervision.

Links to Application Forms and other resources are at the end of this document.

#### **Residency Requirement**

You should start the application process before you arrive in Alberta. However, a practice permit will not be issued by the College until you provide documentation supporting residency status or a work visa.

## Requirements

Internationally educated Dietitians must meet the following requirements:

### 1. **Academic Credentials**

A 4-year Bachelor's degree in foods and nutrition from an accredited Canadian program or equivalent is required.

Before you can have your credentials evaluated by the College, you must first apply to either the International Qualification Assessment Service (IQAS), World Education Services (WES) or another approved assessment agency for a preliminary assessment of academic credentials. When completing the application, the College recommends requesting a Comprehensive Course by Course Report and request an assessment certificate, original documentation and notarized copies be sent directly to the College.

To apply for an assessment contact IQAS or WES; contact information is provided at the end of this document.

Other approved assessment services include: [Comparative Education Services \(CES\)](#) and [International Credential Evaluation Service \(ICES\)](#).

### 2. **Internship**

You must complete a dietetic internship from an accredited Canadian internship program or equivalent. The internship consists of a minimum of 35 weeks of practical experience gained under the supervision of Registered Dietitians. Provide the College with a detailed summary of your practical training including the duration, rotations, facilities and experiential activities. A sample format is provided along with the College's Application Form.

### 3. **Good Character and Reputation**

You need to possess good character and reputation in order to apply to the College. This involves a declaration at the time of application and submission of a current Criminal Record Check.

### 4. **English Language**

If you were educated in a language other than English, you will need to provide verification of your English language competency.

You must complete one (1) of the following language tests:

- Test of English as a Foreign Language (TOEFL)
- OR
- International English Language Testing System (IELTS).

The original document stating your results or a notarized copy must be submitted directly from the issuing institution to the College, in a sealed envelope bearing the institution's letterhead.

### 5. **Work Experience / Continuing Education**

If possible, applicants are encouraged to provide details of competence activities undertaken within the past three years prior to application that relate directly to dietetic practice. Also, provide details of work experience obtained within the past three years prior to application that relate directly to dietetic practice and at a level that would be expected of a practicing Dietitian.

## Application

In order to complete the assessment, the following must be submitted to the College office:

- Complete Application Form.
- Your credential assessment (unless it was sent directly to the College by an assessment agency).
- Official transcripts, sent directly from the issuing educational institution, or in a sealed envelope bearing the educational institution's letterhead.
- Detailed course descriptions from the university or college's calendar and course outlines.
- Letter from the internship director confirming successful completion of an internship program and including date of completion and outlining the total length of program, length of time spent in each practice area. The letter should be sent directly from the issuing educational institution or in a sealed envelope bearing the educational institution's letterhead.
- Documents confirming your registration or membership with a dietetic regulatory body or professional association (if applicable). Notarized translations must be provided if documents are in a language other than English.
- Current resume / curriculum vitae.
- Detailed summary of your practical training.
- Documents reflecting continuing education undertaken within the last three years that relate directly to dietetic practice.
- Letters of employment for positions held within the last three years that relate directly to dietetic practice and at a level that would be expected of a practicing Dietitian.
- Verification of English language fluency, either a letter from the educational institution verifying study in English or results of English Language testing.
- A criminal record check from the police in your city of origin, dated within one year of your application.
- International Application Fee.

Note:

You must have obtained your qualifications within three (3) years prior to the date of your application to the College, or you may be required to upgrade.

Documentation provided must be the original documentation, or notarized copies. If documents are in a language other than English, notarized translations must be provided.

## Examinations

- **Canadian Dietetic Registration Examination (CDRE).** If your qualifications are approved by the College, you will be eligible to write the CDRE as a final step towards registration. The CDRE is a national examination developed and administered by the Alliance of Canadian Dietetic Regulatory Bodies.

The CDRE is an examination that tests the knowledge, skill, attitude and judgment required to competently practice dietetics. The CDRE Preparation Guide explains how the examination is designed, the examination process including sample questions, study guides and reference. You will receive this guide when you register to write the CDRE.

The CDRE is held the second Saturday in May (application deadline: March 30) and the first Saturday in November (application deadline: September 30) each year in both Edmonton and Calgary.

- **Jurisprudence Learning Module.** All applicants are required to complete a jurisprudence learning module within one year of registration with the College. Jurisprudence is the knowledge and application of the law in Alberta. The jurisprudence learning module is based on the *Professional Practice Handbook for Dietitians in Alberta*.

## Payment

The following fees are due throughout the registration process. All fees are in Canadian dollars, do not include GST and are subject to change. Contact the College for the most up-to-date fees.

Application Fee	\$100
Temporary Register Practice Permit Fee	\$225
General Register Practice Permit Fee	\$427.50 (July to March) \$142.50 (January to March)
Canadian Dietetic Registration Examination (CDRE) Fee	\$440
In-person Competency Assessment Fee	\$600
English language tests	Fees vary by agency. The College does not collect these fees.
Criminal record check	
Fees for transcripts	
Evaluation by assessment services agencies	

## Average Earnings

The overall average earnings for all Dietitians, according to the Alberta 2013 Wage and Salary survey:

Average hours worked per week	32.5
Average wage per hour	\$43.19
Average salary per year	\$73,064

Note:

Registered Dietitians who work in the public health system are covered under the union agreement with Health Sciences Association of Alberta (HSAA). For more information, visit [www.hsa.ca/member-resources/bargaining-agreements](http://www.hsa.ca/member-resources/bargaining-agreements).

## Employment Options

You can also consider working in Alberta in related occupations such as Food and Nutrition Manager, Food Scientist, or Food Service Supervisor.

For more information about additional employment options, go to the following website: [Alberta Learning Information Service \(ALIS\) Occupational Profiles — Dietitian \(www.alis.alberta.ca/occinfo\)](http://www.alis.alberta.ca/occinfo).

## Contact Information

College of Dietitians of Alberta  
 1320, 10123 99 Street  
 Edmonton, Alberta T5J 3H1  
 Telephone: 780-448-0059  
 Fax: 780-489-7759  
 Email: [office@collegeofdietitians.ab.ca](mailto:office@collegeofdietitians.ab.ca)  
 Website: [www.collegeofdietitians.ab.ca](http://www.collegeofdietitians.ab.ca)

International Qualifications Assessment Service (IQAS)  
 9th Floor, 108 Street Building; 9942 108 Street  
 Edmonton, Alberta T5K 2J5  
 Telephone: 780-427-2655  
 Fax: 780-422-9734  
 Website: [www.work.alberta.ca/iqas](http://www.work.alberta.ca/iqas)

World Education Services (WES)  
 45 Charles Street East, Suite 700  
 Toronto, Ontario M4Y 1S2  
 Telephone: 1-866-343-0070  
 Fax: 1-416-972-9004  
 Email: [Canada@wes.org](mailto:Canada@wes.org)  
 Website: [www.wes.org/ca/](http://www.wes.org/ca/)

The Alliance of Canadian Dietetic Regulatory Bodies  
[www.dieteticregulation.ca/en](http://www.dieteticregulation.ca/en)

## Resources

This information is an overview of the registration process. For the most current information on Dietitian registration visit the College of Dietitians' website at [www.collegeofdietitians.ab.ca](http://www.collegeofdietitians.ab.ca).

Application Process and Package:

- Registration Requirements  
<http://www.collegeofdietitians.ab.ca/BecomeanRD/RegistrationRequirements.aspx>
- Online Application Form Request:  
<http://www.collegeofdietitians.ab.ca/BecomeanRD/OnlineApplicationFormRequest.aspx>

Academic Credentials:

- Academic Credential Requirements  
<http://www.collegeofdietitians.ab.ca/BecomeanRD/InternationallyTrainedApplicant.aspx>

Practical Training:

- Practical Training Requirements  
<http://www.collegeofdietitians.ab.ca/BecomeanRD/InternationallyTrainedApplicant.aspx>

English Language:

- English Language Competency  
<http://www.collegeofdietitians.ab.ca/BecomeanRD/InternationallyTrainedApplicant.aspx>

Examination:

- Canadian Dietetic Registration Examination  
<http://www.collegeofdietitians.ab.ca/BecomeanRD/CanadianDieteticRegistrationExaminationCDRE.aspx>