



INDIGENOUS CERTIFICATION BOARD OF CANADA

APPLICATION FOR A CERTIFICATION SWITCH

The Indigenous Certification Board of Canada offers a process that allows ICBOC-certified members to switch from one certification to another.

- If you already have a certification from ICBOC and you wish to obtain another certification **at an equivalent level** (i.e. your certification is as a Certified Indigenous Addictions Specialist at level 1, and you are now employed in the same field but in prevention, you can apply for certification as a Certified Indigenous Addictions Prevention Specialist at level 1.) You can obtain this other certification as long as you fulfill its standards and requirements.
- **You will need to complete and submit this form AS WELL AS the Application Package relating to the certification you wish to switch to.**
- However, you will not have to start from scratch: the relevant work experience and education/training you have already documented in your initial certification will be honoured, and transferred to this new certification. You will need to send us the proofs for the trainings that you have completed in the 2 years since the issue of your last certificate.

Date of this Certification Switch Application																		
Name of Applicant																		
Former Job Title																		
Current Job Title												Are you a NNADAP Worker?						
Employee Type	Treatment Centre - TC						Community based - CW						Program Instructor - PI					
Employer Type	BCL		TCL		HLC		FC		HLDG		HA		CS		HLTHC			
Home Address																		
Home phone					Cell					Email								
Title and level of current certification												Expiry date						
Name of the certification and level you wish to apply for																		
Current employer																		
Business address																		
Work Phone					Work Email													

REASON FOR THE CERTIFICATION SWITCH APPLICATION

Please state briefly your reasons for applying for a certification switch with ICBOC

CERTIFICATION SWITCH FEE

PLEASE ENSURE THAT YOU HAVE ENCLOSED all the required documents and correct fee. The List of Fees is available on ICBOC's website at <http://icboc.ca/certification/list-of-certifications/list-of-fees/> . Review of the switch application will only proceed once all the documents and the fee have been received.

SENDING YOUR APPLICATION FOR A CERTIFICATION SWITCH

In accordance with our environmental sustainability principles, we ask that you mail, **by regular post**, your completed application package, supporting documents/proof of education/training, in a single envelope also containing your recertification fee payment. ICBOC accepts payment in the form of a cheque, bank draft, money or postal order. Please make your payment payable **to ICBOC**. Once your package is complete, please mail it to:

Registrar
 Indigenous Certification Board of Canada
 P.O. Box 3999
 Kanesatake, QC
 J0N 1E0