**Interprovincial and Territorial Transfers:**

If you are currently registered to practice optometry in another jurisdiction and wish to apply for registration to practice optometry in Nova Scotia, you must complete the application process summarized below.

**Step 1**

Begin your NSCO Application:

**For your application, please** **provide/complete the following:**

* Application Form + Notarized passport photo
* Certificate of Standing form completed from all jurisdictions in which licensed

 ***- Please have form(s) sent directly to the NSCO***

* Payment of application/jurisprudence exam fees

***The application must be complete in all respects before it will be considered. Upon request, the NSCO will provide an applicant access to the records held that are related to an applicant’s application. Please consult our*** [***policy***](https://nsco.in1touch.org/document/6714/Access%20to%20Records%20Requests.docx) ***concerning this process.***

**Alternative Information to the required documents – The NSCO recognizes that there may be circumstances where and applicant may not be able to provide certain required documents. Please consult our policy concerning** [**accepting alternative information**](https://nsco.in1touch.org/document/6713/Accepting%20Alternative%20Information%20to%20Required%20Documentation.docx) **to required documentation.**

**The NSCO will make reasonable efforts to accommodate applicants with special needs. Please click here for more information.**

**You will be notified via email, that your application has been sent to the Registrar for review/approval.**

**Step 2**

Once all documents have been received, all fees paid and the completed application reviewed and approved by the NSCO Registrar, you will then be permitted to write the jurisprudence exam. The applicant will be notified via email that their application is approved and the exam study materials will be sent to them via email.

The Jurisprudence exam consists of 40 multiple choice questions and is an open book format. Once the applicant is ready to challenge the exam, it will be sent to them via email and he/she/they will have 10 days to complete it. The applicant will be notified via email of their results typically within 2-4 business days. The pass mark for this exam is 80.

**Step 3**

Upon successful completion of the jurisprudence exam, the applicant will complete the licensing application and pay the applicable fees. Please note, the licensing fees for new applicants are pro-rated on a monthly basis. When the licensing application has been completed and all fees paid, a license to practice optometry in the province of Nova Scotia will be issued to the applicant.

\*Licenses issued to ODs not practicing in Nova Scotia require 750 clinical hours to be performed within a three year period in Nova Scotia and he/she/they must be available in Nova Scotia for peer assessment and examination.

**Review Policy:**

If an applicant is dissatisfied with a decision concerning their application, he/she/they may request a review of the original assessment to the NSCO Regulation committee within 30 days. For further information, please consult our [policy](https://nsco.in1touch.org/document/6715/Review%20Policy.docx) concerning this matter in its entirety.