

## Upgrade to Registered Biology Technologist Application Form

Applications must be complete before they can be assessed.

Name in Full	_____	Email Address	_____
Home Address	_____	City	_____
Province	_____	Postal Code	_____
Home Phone	_____	Employer Name	_____
Employer Addr.	_____	City	_____
Province	_____	Postal Code	_____
Office Phone	_____		

### Employment Summary

All R.B.Tech. applicants must provide the following work experience information:

- Work experience must have been gained within the past 5 years
- A clear statement, in chronological order, of all post graduation applied biology work experience specifying in each case:
  - The employer;
  - The length of time employed;
  - A detailed description of the work; and
- If there are periods where employment has overlapped please state clearly the length of employment for each employer / project.

To aid the applicant in determining whether their term of employment may meet the requirements of the College a worksheet is available for the applicant's use. All components in this worksheet are required for the application to be complete and therefore the applicant may wish to use this form in lieu of a C.V. / resume. To access go to [employment worksheet](#). Applicants are not required to complete this form. It is offered only as an aide when completing the application form.



## Reports / Publications Submitted

Submission of at least one and up to three data reports or publications written post diploma is mandatory for R.B.Tech. applicants.

The report must demonstrate the applicant's ability to:

- document methods of data collection and
- summarize and present data in a coherent and logical manner.

Please note:

- Draft reports will not be accepted;
- Where a report has multiple authors and the applicant is not lead author, the role of the applicant must be corroborated by the lead author in writing.

To aid the applicant to meeting the report requirement a tool is available for use by the applicant to determine what report may be most appropriate. To access the self-assessment tool go to [Report Worksheet](#).

## Letters of Reference

R.B.Tech. applicants must provide 2 references. Referees knowledgeable about your experience as a technologist one of whom should be a Professional Biologist. If you do not know a Professional Biologist please use a professional from another resource organization such as the ABCFP, APEGBC or BCIA. Preferred referees will include your current employer, previous employers or supervisors and one Professional Biologist.

**Note:** *only two letters of reference will be accepted from a current employer.*

A link is provided below for you to send it to your chosen referees. If you wish to view the reference form go to [reference form](#).

**Note:** *All applicants must use the reference form provided by the College but letters of reference may be attached to the completed College form.*

Reference #1 Name of Referee \_\_\_\_\_

Go [here](#) to send reference form to chosen referee.

Reference #2 Name of Referee \_\_\_\_\_

Go [here](#) to send reference form to chosen referee.



# COLLEGE OF APPLIED BIOLOGY

Professional Accountability

ANNUAL DUES MUST BE SUBMITTED AT TIME OF APPLICATION. You can mail in the application fee and dues by **sending in 2 separate cheques** OR a Visa or Master Card number. Please make cheques payable to College of Applied Biology. The annual dues are not processed until a decision has been made on the application.

## RBTech

Application Fee \$50.00 and Annual Dues \$260.00 (includes the cost of the seal)

## Pay By Credit Card (Visa or Mastercard only)

Card Number \_\_\_\_\_ 3 digit number ( on back of card) \_\_\_\_\_

Expiration Date \_\_\_\_\_

Name on Card \_\_\_\_\_

Signature of Card Holder \_\_\_\_\_



## Checklist - Have you submitted the following? Omissions will delay your application

### Registered Biology Technologist Applicants

- Indictable Offence Declaration (mandatory – A separate form is available [online](#)).
- Reports and completed Report Worksheet
- CV with detailed duties and dates for each employment period or completed Employment Worksheet
- 2 cheques or I have included a credit card information
- Letters of reference requests have been sent to selected referees.  
Note: only 2 will be accepted from a current employer

### Application Declaration

*I hereby declare that the information provided in this application form is complete and accurate.*

Signed \_\_\_\_\_

Date \_\_\_\_\_

### Mail Application and Supporting Documents to:

College of Applied Biology  
#205 – 733 Johnson St., Victoria, B.C. V8W 3C7