COLLEGE OF VETERINARIANS OF BRITISH COLUMBIA

BYLAWS

PART 1 – GOVERNANCE

Fees, Assessments, Fines or Costs

Definitions

1.79 In this Division:

(1) **"annual registration fee"** means the annual registration fee required to be a registrant;

(2) "**fee or assessment**" means a special fee or assessment as prescribed by the council, or any other fee or debt owing to the college that is not a fine or costs;

(3) "**fine or costs**" means a fine or legal costs imposed on a registrant;

(4) "**late fee**" means up to 25% of the amount of an unpaid fee, assessment, fine or costs;

(5) "**payment date**" means the date the annual registration fee, fee, assessment, fine or costs, and late fee must be paid as prescribed in the bylaws, as set by the council or a committee, or as agreed in writing;

(6) "**registration reinstatement**" means 25% of the amount of the registration fee for the applicable class of registration; and

(7) "**cancellation date**" means the date a registrant's registration is cancelled by the registrar.

Fees and assessments

1.80 (1) Pursuant to section 15 of the Act, the following fees are established:

(a) an annual registration fee, due and payable on or before December 31st;

(b) an application fee for registration under the Act;

(c) a fee for an examination required for registration;

(d) a registration reinstatement fee;

(e) a fee for practice facility inspection;

(f) a fee for an application for initial accreditation;

(g) a fee for a practice facility and locum name;

(h) a fee to incorporate a practice facility or locum name, or to incorporate a holding company that is not a practice facility or locum;

(i) a penalty for failure to pay a fee by the prescribed deadline;

(j) a special assessment in respect of the legal costs of registrations, investigations, discipline hearings and any legal proceedings or court appeals relating to these functions;

(k) a special assessment in respect of the costs of the creation, capitalization, continued funding and management of a captive insurance company created by the college pursuant to the Insurance (Captive Company) Act;

(l) a fee for a letter of good standing; and

(m) such other fee, special fee or assessment as council may deem necessary.

(2) A fee or assessment as prescribed under subsection (1) must be set out in Schedule "C".

(3) If the registrants do not approve a resolution, bylaw or amendment to Schedule "C" pursuant to section 26(2) of the Act, to be paid in the next fiscal year, the prescribed fees and assessments set out in the existing Schedule "C" continue to apply for the next fiscal year.

Requirement to pay by due date

1.81 (1) Subject to section 1.82 or 1.84, a registrant must pay to the college the applicable annual registration fee, fees, assessments, fines, costs, late fees, or debts by the due date set out in Schedule C, prescribed in the bylaws, ordered by council, directed by a committee or as agreed in writing.

(2) Subject to Part 5, a registrant must pay to the college the fine or costs as prescribed in an order of a discipline panel or in a consent agreement.

(3) Upon application by a registrant, council may grant extensions to the payment of fines and penalties, unless the fines, penalties or other payments were ordered by a committee.

Failure to pay annual registration fee

1.82 (1) Neither council nor the registrar may grant an extension of time to pay the annual registration fee owing by a registrant.

(2) Failure to pay the annual registration fee on or before the due date will result in cancellation of registration effective retroactive to midnight on December 31st.

(3) Payment of the registration reinstatement fee and annual registration fee within 60 days after the effective date of the cancellation will result in reinstatement of registration, upon request.

(4) A cancelled registrant may apply for reinstatement.

BYLAWS PART 2 – REGISTRATION

Renewals and Reinstatements

Registration renewal notice

2.26 (1) Before the end of the registration year, the registrar must send to each active and inactive registrant a notice advising of the following:

(a) the registration renewal process, including the deadline for submitting the registration renewal form;

(b) the applicable annual registration fees as set out in Schedule "C";

(c) a request for confirmation of contact information; and

(d) notice of the consequences of:

(i) the late submission or failure to submit the renewal form, and

(ii) the late payment or non-payment of the annual registration fee.

(2) The requirement of subsection (1) is met if the registrar sends the notice

by email to the last known email address of a registrant.

Registration renewal

2.27 (1) To renew current registration, an active or inactive registrant must, before the end of the registration year:

(a) submit to the registrar a completed application for renewal form in a form approved by the registrar;

(b) pay the annual registration fee applicable to that registrant's class of registration, as set out in Schedule "C";

(c) pay any other outstanding fee, special fee or assessment, or debt owed by the registrant to the college;

(d) attest to compliance with the Act, the regulations, and the bylaws, and any applicable limits or conditions imposed on the registrant under the Act or the bylaws; and

(e) provide proof of having met the requirements of the continuing education program under Part 4, if applicable.

(2) On being satisfied of a registrant's compliance with subsection (1), the registrar must issue a receipt confirming that the registrant is, subject to compliance with the Act, the regulations and the bylaws, entitled to practise veterinary medicine in the Province of British Columbia as a registrant of the college in the applicable class of registration for the next registration year.

(3) If an active registrant or inactive registrant fails to apply for renewalof registration in accordance with subsection (1) by the deadline prescribed in Part 1, the registrar must cancel registration.

Reinstatement following non-payment of fees

2.28 (1) Upon application for reinstatement no more than six months following cancellation solely for non-payment of fees, the registrar may reinstate a registration even absent a CQ, provided that the applicant is not otherwise in contravention of the Act, a regulation orthe bylaws.

(2) The application for reinstatement must include:

(a) a complete, signed reinstatement application form;

(b) payment in full of the annual renewal fee;

(c) payment of the registration reinstatement fee, as set out in Schedule "C"; and

(d) payment in full of any other unpaid fee, special fee orassessment.

(3) The registrar may refer the application to the committee, to determine whether the former registrant meets the requirements for reinstatement of registration.

(4) The committee has the discretion to consider reinstatement requests not accompanied by full payments as set out in subsection (2)(c), based on demonstrated extenuating or extraordinary circumstances.

(5) Registrants already suspended for non-payment prior to the due date of annual renewal fees will have registration cancelled.