

# EXECUTIVE ADMISSION APPLICATION PACKAGE

June 1, 2018



**Saskatchewan Institute of Agrologists**

*Professionals in Agriculture, Bioresources, Food & the Environment*

## Benefits of Registration

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Version: June 5, 2018

Registration with the Saskatchewan Institute of Agrologists (SIA) provides key benefits, including:

- **Right to Practice Agrology in Saskatchewan** – There is provincial legislation, titled *The Agrologists Act*, that requires mandatory registration for those who are qualified and involved in “developing, applying, teaching or advising on scientific practices and principles related to agrology” within the agriculture, food and environment sectors. Registration provides agrologists with a licence to practice in areas where they have formal training and experience.
- **Indicates Professionalism and Competency to the Public** – Agrologists are licensed professionals dedicated to protecting the public interest, just as a veterinarian, physician, engineer or chartered accountant are regulated by their respective professional institutes or association and committed to maintaining public trust with high ethical standards and competency.
- **Use of a Professional Designation as a Guarantee of Professionalism** – Using the designation of professional agrologist (PAg) or agricultural technologist (AT) is the only way the public knows who is qualified. Agrologists can be expected and relied upon to act professionally, competently and ethically, and always in the public’s best interest.
- **Professional Liability (Errors & Omissions) Insurance** – This insurance protects both the employer and licensee, as well as the public. Those that are registered and licensed are eligible to obtain professional liability insurance or be included in an employer’s errors and omissions insurance policy. Practicing agrology without registration and a valid “licence to practice” is deemed an illegal action. Insurance companies will not honour E & O policies where there is illegal activity. Note: Employers, for their own protection, must ensure all qualified employees are registered and hold a licence to practice.
- **Continuing Professional Development (CPD)** – On-going professional development ensures agrologists remain current and up-to-date in their practice areas, which enhances their competence and service to the public. The Institute keeps licensees informed about CPD opportunities and annual reporting requirements.
- **Recognition of Professional Status Across Canada** – The ten Institutes of Agrologists across Canada regulate 11,000 agrologists and recognize mobility and movement of professional practice, allowing full transferability of practice from province to province.
- **Ability to Use the Professional Stamp or Seal** – This indicates to the public that a document has been produced under the supervision of a licensed agrologist of SIA.
- **Networking Among Peers** – Peer to peer networking with other agrologists strengthens professional practice and service. SIA is a strong network of professionals and this is the most effective way to get a second opinion, which is a hallmark of all professional practice.
- **Guardians of the Food System** – Agrologists play a key role in ensuring the health and safety of the agriculture and food supply chain through their work along every part of the agriculture and food continuum, including the natural resource sectors that support the supply chain.

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*Agrologists are licensed professionals who ensure the safety of the food supply*

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#29, 1501 8th Street East  
Saskatoon, SK S7H 5J6  
306-242-2606 [www.sia.sk.ca](http://www.sia.sk.ca)

## Executive Admission Guidelines

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*Approved by Council: October 26, 2012*

*Updates: January 22, 2018*

Executive Admission applies to those with the required academic training to be eligible for full registration but, through circumstance, have not previously applied to an Institute of Agrologists in any province.

The Executive Admission program allows qualified individuals to move through the articling program at an accelerated rate. Executive applicants agree to participate in a three-hour "Orientation to Agrology" seminar and to following all duties and responsibilities of a regulated professional as defined in *The Agrologists Act*, before receiving their full membership and "licence to practice."

### MEMBERSHIP ELIGIBILITY

Applicants must have the required academic credentials, a minimum of 12 years agrology related practice experience, and at least 3 years of senior management experience in government or industry or educational institution:

1. **Government:** An executive manager and above.
2. **Private Industry:** A president, vice president, CEO, executive director, general manager, senior manager, or owner / principal.
3. **Educational & Research Institutions:** Full-time, faculty position or senior scientist at any given institution (agrology practice credits = 2 years for Masters and 3 years for a Doctorate degree).

### MEMBERSHIP RESPONSIBILITIES

Applicants for Executive Admission must complete and agree to the following requirements:

1. Complete an application including a detailed resume or curriculum vitae and agree to comply with the annual practice fee requirements and reporting annual continuing professional development activities.
2. Participate in a three-hour "Orientation to Agrology" seminar, reviewing *The Agrologist Act*, bylaws, policies, professionalism & ethics, and the role of a professional.
3. Sign an induction declaration indicating they have read the Institute's Code of Ethics and Standards of Practice and that they will abide by the Code at all times.
4. Maintain the continuing professional development (CPD) annual reporting requirements that support the declared areas of practice.
5. Select and indicate the appropriate practice areas that are defined by the Institute.
6. Attend one Provincial Annual General Meeting & Convention within three years of becoming a member.
7. Agree to pay annual professional fees and submit CPD reports by December 31 of each year
8. Use their professional designation (PAg or AT) at all times because this is the only way the public knows who is qualified and who can be trusted.

Applicants fulfilling these requirements will be designated as a full member "in good standing" according to the SIA Act and Bylaws. Full members will receive either a Professional Agrologist (PAg) or Agricultural Technologist (AT) designation, depending on their educational credentials.

## Executive Admission Application

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Version: July 18, 2014

Please submit the following to #29, 1501 8 Street East, Saskatoon, SK S7H 5J6 or [info@sia.sk.ca](mailto:info@sia.sk.ca):

- |  |   |
|--|---|
| <input type="checkbox"/> Application Form                | <input type="checkbox"/> Application Fee (\$210.00 including GST) |
| <input type="checkbox"/> Copy of Degree(s) or Diploma(s) | <input type="checkbox"/> Official Transcripts                     |
| <input type="checkbox"/> Detailed Resume or CV*          |   |

\* Please provide a detailed or structured resume, outlining where the applicant has worked, for how long, and what he or she was responsible for in the positions held. Provide as much information as possible.

Internationally educated applicants must also submit:

- International Qualifications Assessment (Course-by-Course) - Ex: IQAS, WES or ICAS
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### CONTACT INFORMATION

Name: \_\_\_\_\_  
*Last Name* *First Name* *Maiden Name*

Birthdate: \_\_\_\_\_

### Home Information

Home Address: \_\_\_\_\_  
*Street Address* *City* *Province* *Postal Code*

Home #: \_\_\_\_\_ Cell #: \_\_\_\_\_

Home Email Address: \_\_\_\_\_

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### Work Information

Work Address: \_\_\_\_\_  
*Street Address* *City* *Province* *Postal Code*

Work #: \_\_\_\_\_ Cell #: \_\_\_\_\_

Work Email Address: \_\_\_\_\_

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Preferred Contact:  Work  Home

### BRANCH INFORMATION

Please choose the one Primary Branch most convenient for you. As well, feel free to choose up to two Affiliate Branches, you wish to receive email notification from about upcoming events.

Primary Branch:\*  North East  North West  Regina  Saskatoon  South West  Yorkton

\* Mandatory: Choose One

Affiliate Branch:\*\*  North East  North West  Regina  Saskatoon  South West  Yorkton

\*\* Optional: Choose Up to Two, not including above selection

## Executive Admission Application Continued

Version: April 15, 2013

### FORMAL POST-SECONDARY EDUCATION

Institution & Location	Year	Degree & Major
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

### PRESENT EMPLOYMENT

Job Title: \_\_\_\_\_ Start Date: \_\_\_\_\_

Employer: \_\_\_\_\_

Supervisor: \_\_\_\_\_ Supervisor Phone #: \_\_\_\_\_

### PAST EMPLOYMENT

Employer	Position	Employment Dates
_____	_____	_____
_____	_____	_____
_____	_____	_____

### AGREEMENT

I agree to be bound by the Code of Ethics & Practice Standards ([www.sia.sk.ca/html/about/Code-of-Ethics](http://www.sia.sk.ca/html/about/Code-of-Ethics)) of the Saskatchewan Institute of Agrologists, and will endeavor at all times to abide by them.

I acknowledge Council may discipline any member for failure to comply with the Bylaws ([www.sia.sk.ca/html/about/Act-Bylaw-Agreements](http://www.sia.sk.ca/html/about/Act-Bylaw-Agreements)) or violation of the Code of Ethics & Practice Standards ([www.sia.sk.ca/html/about/Code-of-Ethics](http://www.sia.sk.ca/html/about/Code-of-Ethics)) under the provisions of *The Agrologists Act* ([www.sia.sk.ca/images/File/act%20bylaws/TheAgrologistAct2017.pdf](http://www.sia.sk.ca/images/File/act%20bylaws/TheAgrologistAct2017.pdf)).

Only those applicants who have agreed to be bound by the above agreement will have their applications reviewed by the Registration & Admissions Committee. Incomplete applications will not be accepted.

By signing the application below you agree to the statements above

**I certify this information to be true:**

\_\_\_\_\_  
 Signature of Applicant

\_\_\_\_\_  
 Date