



## College of Veterinarians of British Columbia

**ATTENTION REGISTRANT:** These pages contain important notices relating to registration renewal. Failure to understand and comply with renewal requirements may result in the cancellation of registration without a path to reinstatement. Registrants are strongly advised to read this message in full.

### CVBC BYLAW UPDATE REMINDERS

Last Fall (2023), the CVBC proposed a series of bylaw revisions for registrant approval. All proposed changes passed with majority support of participating registrants and the results were communicated to registrants by e-blast on November 22, 2023. The approved changes<sup>[1]</sup> are now in effect and will apply to registration renewal for the 2025 registration year. The approved revisions have the following impacts upon the CVBC's registration renewal process:

### NEW DEADLINE FOR REGISTRATION RENEWAL

🔔 The deadline for completing your registration renewal has been changed to November 30th.

**All registrants must complete their registration renewal for the 2025 registration year (January 1 - December 31, 2025) by November 30, 2024.**

### NEW PENALTY FOR LATE RENEWAL (Dec 1 – Jan 2)

After November 30th, late completion of registration renewal will be possible through the month of December, but any registrant who misses the November 30th deadline will have a **10% late fee** assessed (= 10% of the outstanding annual registration fee).

- Completion of registration renewal between **December 1, 2024 and the end of the first business day of 2025** (= Thursday, January 2, 2025) will require:
  - completion of the renewal application requirements,
  - payment of the annual registration fee, **and**
  - payment of the 10% late fee.

### REMINDER: Cancellation for Failure to Renew

Any registrant who has not completed their registration renewal by the end of the first business day of the new registration year will have their registration **cancelled X** effective January 1st.

- If all other registration renewal requirements were already completed and registration was cancelled solely for a failure to pay registration fees, then registration reinstatement is possible during the first 60 days of the new registration year (January 2 and March 1, 2025) by:
  - payment of the annual registration fee and
  - payment of the **registration reinstatement fee** (equal to **25%** of the outstanding annual registration fee).
- If other registration renewal requirements (submitting your renewal application, reporting your required CE hours) were outstanding at the end of the first business day of January 2025, then there is **no path to reinstatement**. In such cases, the cancelled registrant will need to apply for (and be granted) new registration before being eligible to return to practice.

[1] The CVBC's website ([www.cvbc.ca](http://www.cvbc.ca), Resources/Legislation, Standards & Policies) has been updated with the revised bylaws that include the referenced changes that came into effect July 1, 2024. The revised sections can be found in:

Part 1 – Governance [see sections 1.79(6), 1.80(1)(a, b, g, h), 1.82(1, 3 – 7), 1.83(1, 3, 4)],  
Part 2 – Registration [see sections 2.27(1, 3), 2.28(2)(b, d) & 2.82(5); and  
Schedule C - Prescribed Fees and Assessments

## REMINDER: Continuing Education Requirements

Key facts that all registrants should already know:

- CVBC registrants are required to complete a minimum of 30 hours of Continuing Education during each 2-year cycle (each cycle = January 1, ODD YEAR – December 31, EVEN YEAR; current CE Cycle: January 1, 2023 – December 31, 2024) and must report their required CE hours for the cycle by no later than the end of the first business day of the new year (end of business day, January 2, 2025).
- Reported CE must comply with the requirements established in the CE Approval Criteria Policy for content, format, presenter qualifications and verification of attendance.
- Individuals who were newly-registered with the CVBC during the cycle will have a pro-rated CE requirement that was noted in their registration letter and is also reflected in their online account – prorated CE hours must be completed between the date of new registration and the end of the cycle.

## IMPORTANT NOTICE FOR ALL REGISTRANTS: CE Compliance and Registration Renewal for 2025

The 2023-2024 CE Cycle will conclude on December 31, 2024. All registrants **MUST** have **completed** their minimum-required CE hours by the end of the CE Cycle, and **MUST** have **reported** their completed CE (through their [online registrant accounts](#)) by no later than the end of the first business day of the new year (January 2, 2025). The CVBC's bylaws for registration renewal<sup>[2]</sup> require:

- registrants to “provide proof of having met the requirements of the continuing education program under Part 4”, and
- the Registrar to **cancel the registration of any registrant who fails to satisfy ALL the requirements for registration renewal** (which include: payment of the annual registration fee; payment of any other outstanding fee, assessment or debt owed to the CVBC; and compliance with the CE requirements).
  - **The Registrar must cancel registration of any registrant who has not reported their minimum required CE hours** by the conclusion of the **January 2, 2025** business day.

The bylaws **do not** provide a pathway to reinstatement of registration after a cancellation for a failure to satisfy the CE requirements of registration renewal.

- Any individual whose registration is cancelled for a failure to report their CE hours and who wishes to continue to practise as a veterinarian in B.C. **will be required to apply for new registration** in compliance with the requirements of the *Veterinarians Act* and the CVBC bylaws. A return to practice will only be possible if approval for new registration is granted by the Registration Committee.

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<sup>[2]</sup> CVBC Bylaws Part 2 – Registration, Section 2.27 - Registration renewal

(1) **To renew current registration, an active or inactive registrant must, on or before November 30 of the year prior to the year for which the renewal is applicable:**

- (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, late fee, fee for late payment of annual registration 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 renewal of registration in accordance with paragraphs (1)(a) to (e) by the close of the first business day in January of the year for which the renewal would be applicable, the registrar must cancel the registrant's registration.**