



College of Veterinarians of British Columbia

2025-2026 Special Fee

APPLICATION FOR EXTENSION OF PAYMENT DEADLINE

APPLICATION DUE JUNE 27, 2025 at 11:59 pm

Submit by email to: registration@cvbc.ca

ATTENTION: all fields must be completed and all required supporting documentation must be attached for the application to be considered by the College's Council

Applications may be submitted beginning May 23, 2025. Applications will not be considered or adjudicated by the Council until after the application deadline.

1. Name:

2. Registration Number:

Pursuant to CVBC Bylaw 1.83(2), the Council may grant a 90-day payment deadline extension to registrants who demonstrate that an extenuating circumstance prevents payment of the special fee by the payment deadline of June 13, 2025 set by Ministerial Order M88. An extenuating circumstance may include, but is not limited to, financial hardship or a serious medical condition or hospitalization. The College cannot advise on what the Council may determine to be or not to be an extenuating circumstance.

Continued on Next Page

3. Explanation of the extenuating circumstance that prevents payment of the special fee by the payment deadline of June 13, 2025 in sufficient detail for the Council to understand and consider the extenuating circumstance (max. 500 words):

Applicants must provide documentation that supports the extenuating circumstance described in the application. Applications without supporting documentation will not be considered by the Council. The College cannot advise on what the Council may determine to be or not to be adequate supporting documentation.

4. List of supporting documentation attached to the application:

Continued on Next Page

I represent and covenant that:

- **I have read and understood Appendix A of this application;**
- **I make this application truthfully and in good faith;**
- **I understand that making this application not truthfully or in good faith, including on a basis other than a genuinely and reasonably held belief that I am prevented from paying the special fee by the payment deadline due to an extenuating circumstance, may be an actionable breach of my duties and obligations as a registrant under the *Veterinarians Act*;**
- **I understand that only complete applications attaching supporting documentation received by email to registration@cvbc.ca by 11:59 pm on June 27, 2025 will be considered by the Council;**
- **I understand that the late fee will be assessed on the day following the payment deadline to all registrants who have not paid the special fee in full by the payment deadline regardless of whether an application for deadline extension has been submitted, and that an approved application for deadline extension will result in the late fee being reversed;**
- **I understand that applications will not be considered or adjudicated by the Council until after the application deadline and that accordingly by not paying the special fee by the payment deadline, I assume the risk that my application for deadline extension will not be approved and the assessed late fee will not be reversed;**
- **I understand that if my application for deadline extension is approved, I may be granted a 90-day extension on the payment deadline; and**
- **I understand that notwithstanding anything else, failure to pay the special fee or the late fee by the end of the registration year will result in the special fee and/or the late fee, as the case may be, becoming an “outstanding fee, late fee, ... special fee or assessment” as contemplated in section 2.27(1)(c) of the Bylaws. Pursuant to section 2.27(3), if the outstanding amount is not paid by the end of the registration year, then the registrar is required to cancel the registration of the registrant. For the avoidance of doubt, no authority lies with the registrar or with the Council to provide relief in respect of the effect of section 2.27(3) of the Bylaws.**

All of which is submitted on

Signed by

Continued on Next Page

Appendix A

Pursuant to section 1.83 of the Bylaws, the College's Council has authority to direct payment of a late fee and/or the cancellation of the registrant's registration. The College's Council has directed that a late fee of \$125, which is calculated on the basis of the 25% late fee rate contemplated in Schedule "C" of the Bylaws, be assessed the day following the payment deadline in the event that the special fee is not paid in full by the payment deadline. The late fee will be due 60 days from the assessment date of the late fee.

Pursuant to section 1.83(2) of the Bylaws, the Council is permitted to consider an application by a registrant for an extension of the payment deadline for the special fee on the basis of extenuating circumstances that prevent the registrant from paying the special fee by the payment deadline. Examples of such circumstances include, but are not limited to, financial hardship or a serious medical condition or hospitalization. Application must be made in the prescribed form, explain the extenuating circumstances, and attach documentation in support of the application. **Only complete applications in the prescribed form attaching all required supporting documentation will be considered by the Council.**

APPLICATIONS ARE DUE June 27, 2025. Applications may be submitted beginning May 23, 2025, but no application will be considered or adjudicated before the application due date. This means that the late fee will be assessed on all registrants who have not paid the special fee by the payment deadline of June 13, 2025 and will be reversed for those registrants whose application for a deadline extension is approved. For the avoidance of doubt, in accordance with section 1.83(2) of the Bylaws, registrants who apply for a deadline extension will not know prior to the payment deadline whether their application will be approved and accordingly assume risk of the late fee in the event their application is not approved.

If a registrant's application is approved, a 90-day extension to the payment deadline may be granted. In the event that a deadline extension is granted and the registrant does not pay the special fee in full by the extended deadline, the late fee will be assessed on the day following the extended deadline in the amount and manner described above.

PLEASE NOTE: notwithstanding any of the above, failure to pay the special fee or the late fee by the end of the registration year will result in the special fee and/or the late fee, as the case may be, becoming an "outstanding fee, late fee, ... special fee or assessment" as contemplated in section 2.27(1)(c) of the Bylaws. Pursuant to section 2.27(3), if the outstanding amount is not paid by the end of the registration year, then the registrar is required to cancel the registration of the registrant. For the avoidance of doubt, no authority lies with the registrar or with the Council to provide relief in respect of the effect of section 2.27(3) of the Bylaws.