



Policy number	E-07
Policy name	Examination result appeal
Approved	April 12, 2019
Last reviewed	April 9, 2021
Next scheduled review	

POLICY

Council of the College of Alberta Denturists is required pursuant to section s. 3(1)(c) of the *Denturists Profession Regulation*, to approve a registration examination in denturism acceptable in matters related to registration as a regulated member. Pursuant to s. 3(1)(c), the College has approved the successful completion of two components:

- ☐ either the College of Alberta Denturists multiple choice question examination (MCQ) or the Canadian multijurisdictional denturist MCQ exam, and
- ☐ the College of Alberta Denturists objective structured clinical examination.

A candidate must successfully pass both components of the exam to be considered to have passed the registration examination and be eligible for registration as a regulated member on the general register.

Appeal

All candidates have the right to appeal their exam result. The reasons for the appeal must be documented in writing and received by the Registrar no later than 15 working days following the release of the exam results. A fee of \$250.00 will apply and must be received with the written request and the documentation supporting the appeal. All appeals, or information or communication relating to an appeal must be submitted in writing.

If the component being appealed is a College of Alberta Denturists component, the request will be reviewed by the registration examination appeal committee. The committee will consist of the Registrar, Council President or, in their absence, a designated member of Council and the Chair of the Registration Committee. In the event the candidate is known to a member of the registration examination appeal committee another individual with similar qualifications will be appointed for that appeal review. The registration examination appeal committee may request additional information before rendering a decision.

If the component being appealed is a multijurisdictional examination component, the multijurisdictional examination policy on appeals will be followed.

The registration examination appeal committee does not consider complaints regarding the content of the examination or possible responses to examination questions. Therefore, the content of the examination is not subject to appeal.



Grounds for appeal

Where a candidate believes that a failing examination result was due to one or more of the specified circumstances outlined below and the candidate files an appeal, the registration examination appeal committee will review the candidate's specific circumstances to determine which of the remedies outlined below may be provided. An appeal will be considered by the committee only if the candidate claims that failing the examination is due to one or more of the following specific circumstances:

- illness on examination day
- personal emergency
- procedural irregularities

Decision

The decision from the registration examination appeal committee will depend on the circumstances of each individual. The decision will be communicated to the candidate within 60 working days of receipt of all documentation related to the appeal.

The registration examination appeal committee will make one of the following determinations:

1. Deny the appeal

Should the committee's decision be to deny the candidate's appeal, the committee will take no further action on the matter.

2. Grant the appeal

Should the committee's decision be to grant the candidate's appeal, the committee has the authority to make the following decisions based on one or more of the specific circumstances:

- i. illness on examination day and/or personal emergency
 - To allow the candidate to attempt the examination without the appealed attempt being counted as one of the three permitted attempts; and
 - To allow the candidate to pay the examination fee at an adjusted rate to be determined by the Registrar.
- ii. procedural irregularities
 - To allow the candidate to attempt the examination without the appealed attempt being counted as one of the three permitted attempts; and/or
 - To allow the candidate to pay the examination fee at an adjusted rate to be determined by the Registrar.

The Committee cannot grant a passing score to the candidate.

The decision of the appeal committee will be final.

DEFINITIONS

none

APPENDICES

none



REFERENCES

Government of Alberta. (2002). *Health Professions Act – Denturists Profession Regulation*. Alberta, Author. Available at: http://www.qp.alberta.ca/documents/Regs/2002_186.pdf

DOCUMENT HISTORY

Date	Action	Rationale
12/04/19	Initial approval	N/A
09/04/21	Review and update	Accommodate for the multijurisdictional exam