



Members who do not wish to renew their membership should let the College know of their intent to resign to avoid having their membership suspended or revoked. If you fail to advise the College, your certificate of registration may be suspended or revoked as a result of failing to renew your membership and paying your dues. Suspensions and revocations are noted in a person's record and will remain on the Register of Dietitians indefinitely. The Register is posted on the College's website.

Resignations Are Accepted In Writing and Online

To **resign in writing**, send a signed letter or fax indicating your intention to resign, the effective date of your resignation and the reason (e.g. retirement, moving to another province or country, going back to school, etc). To **resign online**, login to the members' site and select "Resign your Membership".

Restrictions on the Use of the Dietitian Title

Section 7 of the *Dietetics Act, 1991* prohibits any person who is not a member of the College from:

1. using the title Dietitian, a variation or abbreviation or an equivalent in another language; *and*
2. holding himself or herself out as a person who is qualified to practice in Ontario as a Dietitian or in a speciality of dietetics.

A breach of the *Act* could result in a fine of up to \$25,000 for a first offence and \$50,000 for a subsequent offence.

REQUIREMENTS FOR REINSTATEMENT

If, in the future, you choose to seek reinstatement with the College, you must meet all registration requirements in force at the time of your application including but not limited to:

- a demonstration of the currency of your competence in dietetic practice.
- successful completion of any upgrading program required by the Registration Committee; and
- successful completion of the *Canadian Dietetic Registration Examination*:
 1. if you have not previously passed the exam (non-exemptible requirement); *and/or*
 2. at the direction of the Registration Committee if the applicant has not been registered as a Dietitian in another jurisdiction or has not practiced as a Dietitian within 3 years of the date of application.

Documentation Requirements for Reinstatement

Consult the College website for information about the forms and documentation needed for applications. All former registrants who re-apply for registration will be required to:

- complete an application form;
- submit all supporting documents including original transcript(s) sent directly from universities if these are not already on file with the College; and
- pay the application fee.

MOVING TO ANOTHER PROVINCE

It is important to maintain your Ontario registration in effect until you are registered in another province. All Canadian provinces have entered into a formal agreement recognizing the qualifications of RDs in other provinces. When applying for registration in another Canadian jurisdiction, members who have not submitted original transcripts and internship completion documents to the CDO may be asked to include them with their application. For more information please contact the provincial dietetic regulatory bodies directly.