

## Registration as an Optometrist in Manitoba: Application and Review Process

Optometrists who have graduated from an **ACOE-accredited** school of optometry in North America and/or who are currently registered in another Canadian province are eligible to apply for registration with the **Manitoba Association of Optometrists (MAO)**.

Depending on your circumstances, you may be required to submit some or all of the following:

### **Online Application Requirements**

- **Official transcript for your Doctor of Optometry (OD) degree**, sent directly to MAO from your university.
- **Official transcripts for any undergraduate degrees** (if you wish them to be reflected in MAO records), sent directly to MAO from your university.
- **Evidence of Good Standing** from all licensing bodies where you have been registered as an optometrist within the past seven years.
- **Criminal Record Check**, including a Vulnerable Sector Search:
  - Must be dated within six (6) months prior to your registration date.
  - If you have resided outside Canada within the past five years, you must also provide a criminal record check from the applicable jurisdiction(s).
- **National examination results from the OEBC.**
- **Proof of professional liability insurance.**
- **Completed application form**, including a notarized photograph (click for Notary form).
- **Application and examination fees of \$420**, which include:
  - \$200 application fee + GST
  - \$200 jurisprudence examination fee + GST

If you are unsure which requirements apply to you, please contact the MAO office for clarification.

When requesting documents from third parties (e.g., transcripts), please follow up with the MAO office to confirm receipt.

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### **Jurisprudence Examination**

All applicants must successfully complete the MAO Jurisprudence Examination.

Once your completed application form and fees have been received, the MAO office will email you the study materials. The exam:

- Is one hour in length
  - Is typically scheduled during regular office hours
  - May be arranged at an alternate location upon request
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### **Application Review Process**

The Board of Examiners reviews completed applications. Please note:

- It may take one month or longer from the date your application is received to the date of review.
- You should submit your application at least one month before your intended start date for practice.

Early submission is strongly recommended.

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### **Final Registration**

Once your application has been approved and all required documentation is complete, you will attend the MAO office to finalize your registration. At that time, you will:

- Provide general registration information
- Pay for your registration certificates
- Pay your first installment of Membership Dues
- Participate in a brief orientation to support your transition into practice

For questions or guidance at any stage of the process, please contact the MAO office.