

Registration

Special Assignment Class

Introduction

The College of Nurses of Ontario's Special Assignment Class is a limited-term registration for nurses, usually from outside of Canada, who have an appointment or assignment as a Registered Nurse (RN) or Registered Practical Nurse (RPN) with an approved facility in Ontario. Nurses in this class can only practise within the scope of their appointment or assignment at the facility named in the certificate, and within the terms, conditions and limits set out in the certificate.

Registration in the Special Assignment Class expires on the earliest of the following three dates: the date specified on the certificate; the last day of the appointment or special assignment; or the day that is one year after the day on which the College notified the applicant that she or he qualified for a Special Assignment Certificate.

A nurse with a valid Special Assignment Certificate can register in another class in Ontario, provided all registration requirements for the other class are met. If the Special Assignment Certificate expires before the nurse has completed registration in another class, the College will consider the nurse to have resigned at the end of the last day on which the certificate was valid.

In the event of an emergency, the College can expedite the registration of qualified nurses from other jurisdictions by temporarily registering them in the Special Assignment Class. For more information, refer to the *Emergency Situations—Special Assignment Class* fact sheet.

Who is eligible?

To qualify for registration in the Special Assignment Class, an applicant must:

- confirm that she or he has successfully completed a nursing program that was recognized or approved in the jurisdiction in which the program was offered;

- provide proof of her or his appointment or special assignment as an RN or RPN with a recognized Ontario facility (or another assignment that the College's Registration Committee has approved);
- verify that she or he has practised safely as a nurse within the five years prior to the date of application;
- confirm that she or he has not previously been registered with the College of Nurses of Ontario except as the holder of a Special Assignment Certificate;
- confirm that she or he has not previously held a Special Assignment Certificate for the same assignment or appointment;
- demonstrate the ability to speak and write in English or French with reasonable fluency;
- provide proof of registration or eligibility for registration as an RN or RPN in the jurisdiction in which her or his nursing program was located; and
- not have been refused registration in the nursing profession in another jurisdiction.

In certain circumstances, Special Assignment Class applicants may be exempt from the last three requirements. The College's Registration Committee determines exemptions on an individual basis.

If the Registration Committee deems it necessary, the applicant will be required to sign an undertaking with the College in which she or he agrees to abide by the terms, conditions or limitations that the Registration Committee has imposed.

For more information

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FACT SHEET
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