Career Map
for Internationally Educated Veterinarians
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Fall 2016
Introduction

This Career Map was updated in May 2016 in collaboration with the College of Veterinarians of Ontario (CVO) (https://cvo.org) and the Ontario Ministry of Citizenship and Immigration (www.ontarioimmigration.ca). The information is accurate at time of writing. Requirements may have changed by the time you apply. Please refer to the College of Veterinarians of Ontario (CVO) website for the latest information. Please contact the College of Veterinarians of Ontario (CVO) before commencing your application process.

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Access to the Profession of Veterinary Medicine in Ontario

To practise veterinary medicine in Ontario, you must obtain a licence from the College of Veterinarians of Ontario (CVO). The CVO sets all licensing requirements for veterinarians under the Veterinarians Act of 1989 and Ontario Regulation 1093. You can obtain a free copy of the Veterinarians Act of 1989 at www.ontario.ca/laws/statute/90v03 and of Ontario Regulation 1093 at www.ontario.ca/laws/regulation/901093. These requirements include a degree in veterinary medicine, and passing the national licensing examinations. The examinations require an application separate from the application to the CVO (see Licence Application Process, below).

Veterinarians in Ontario work in private practices (animal clinics/hospitals), laboratories, zoos, conservation areas and reserves, colleges and universities, government and industry. You cannot practise veterinary medicine in any setting or call yourself a veterinarian without a licence, but you can help a veterinarian as a veterinary assistant or technician. A veterinary assistant or technician must work under the supervision of a licensed veterinarian. For information on becoming a veterinary assistant or technician, contact the Ontario Association of Veterinary Technicians (OAVT) (www.oavt.org). (The OAVT’s contact information is provided in the “For More Information” section of this document).

Before You Immigrate to Canada

Before you come to Canada, you should gather all of the official documents proving your qualifications, including your original degree and identification, your immigration paperwork, and letters from all licensing boards where you practised veterinary medicine. If any document is not in English or French, you must obtain certified translations and provide these with your application materials. Make at least 1 copy of each of these documents and have these copies notarized, and then make copies of the notarized documents to keep for your own records. Please refer to the section entitled “Process B: Application for a License to Practice in Ontario” under the heading “License Application Process” later in the document to learn how these documents should be submitted to the CVO.

You are encouraged to visit the website for the CVO (www.cvo.org) after reading this document in order to understand the requirements for licensure in more detail and to obtain a licence application form or contact the CVO by email with questions. The CVO’s contact information is provided under the heading “For More Information” of this document.
You are also encouraged to visit the National Examining Board (NEB) section of the Canadian Veterinary Medical Association (CVMA) website (www.canadianveterinarians.net/resources/national-examining-board) as soon as possible. The CVMA and NEB are not licensing bodies, but the NEB is responsible for administering the national veterinary medicine examinations in Canada. You must apply to the NEB to request registration for these examinations, and you may choose to begin this process before you leave for Canada (see the “Licence Application Process” section below).

The NEB’s Candidate Information Guide (http://wiki.cvma-acmv.org:8090/display/NEBP/NEB+Candidate+Information) provides detailed information regarding the NEB exams, policies and procedures. The NEB’s contact information is provided under the heading “For More Information” of this document. Also, you are encouraged to visit the website of the Veterinary Skills, Training, and Enhancement Program (VSTEP) (www.vstepontario.org), which is a support program that provides practical clinical experience to participants before they take the national examinations. The VSTEP’s contact information is provided in the “For More Information” section of this document.

**When You Arrive in Ontario**

If you have not done so already, visit the National Examining Board’s website to access the NEB's Candidate Information Guide (http://wiki.cvma-acmv.org:8090/display/NEBP/NEB+Candidate+Information). If you did not send your application form and documents to the National Examining Board before you arrived in Canada, send them when you arrive.

You can also apply to the CVO for your licence once you arrive in Ontario. The CVO has a toll-free number you can use when in Ontario and all contact information is on their website. The College staff will help you to understand the licensing process and the examination process as well.

**Licence Application Process**

The application process to get licensed in Ontario consists of two separate processes:

A. Application to the NEB to take the National Examinations, and

B. Application to the CVO for a licence to practise veterinary medicine in Ontario.
Process A: Application to Take the National Examinations

The national examination consists of up to three examinations that measures entry-level competence in the theory and practise of veterinary medicine in a North American context. They are:

- the Basic and Clinical Sciences Examination (BCSE);
- the North American Veterinary Licensing Examination (NAVLE®);
- the Clinical Proficiency Examination (CPE).

How many examinations you will be required to pass depends on whether or not the school where you earned your basic veterinary medicine degree has been accredited by the American Veterinary Medical Association Council on Education (AVMA-COE). For a list of accredited schools, see the “University Listings” section of this document.

If you graduated from an "unaccredited" veterinary school, you will need to pass all three examinations including two multiple choice computer based tests and one practical examination. If you need to do all three examinations, it will likely take you more than two years to complete Process A.

If you graduated from an “accredited” veterinary school, you will need to take the NAVLE® and pass it on your first or second attempt; if you do not pass it in two attempts, you will have to successfully complete the CPE once you have passed the NAVLE® as well.

Step 1: Apply to the NEB to Request Registration for the Examinations

You must apply to the NEB and send all required documents to be eligible to take the examinations. Note that:

- If you do not send all of the items on the list below, your application will be incomplete and will not be accepted. Try to send all the information together. If this is not possible, attach a letter explaining that some of the information will be coming soon.

- The NEB accepts copies of your documents, but they must be notarized. If these documents are not in English or French, it is also necessary to provide certified translations.
List of Required Documents:

- A completed NEB application form, signed and dated
- An original, notarised or certified copy of your veterinary degree
- A notarised or certified translation of your degree (if not in English or French)
- An original, notarized or certified copy of the academic transcript of courses taken for your veterinary degree
- Proof of the successful completion of a language proficiency test acceptable to the CVO that has been taken within the past 2 years from the date of application to the CVO; the NEB lists acceptable English and French language testing systems and the minimum scores required in its Candidate Information Guide under “II. The NEB Examination Process---K. Language Proficiency Requirements” (http://wiki.cvma-acmv.org:8090/display/NEBP/K.+Language+Proficiency+Requirement)
- Two letters of recommendation - one from the licensing body and one from a responsible citizen (preferably from an individual in the veterinary profession)
- Three recent passport size photographs
- A notarized or certified photocopy of your birth certificate, passport or other government-issued piece of identification
- Results of previous NAVLE® attempts must be transferred to the NEB/CVMA through the VIVA score reporting system of the American Association of Veterinary State Boards (AAVSB, 1-877-698-8482, www.aavsb.org)
- Results of previous BCSE and CPE attempts must be transferred to the NEB/CVMA by the Educational Commission for Foreign Veterinary Graduates (ECFVG) of the American Veterinary Medical Association (AVMA)
- NEB application fee

The NEB will evaluate your documents and, if your application is approved, they will inform you where and when you are to register for and take the national veterinary medicine examinations.
Step 2: Take the NEB Examinations

Each national examination is described below. The fees for each examination are posted on the NEB website. The fees for both Process A and Process B are listed on the CVO website under the “For Applicants” section.

The Basic and Clinical Sciences Examination (BCSE) is designed to assess basic and clinical veterinary sciences knowledge. The knowledge level expected to receive a passing score on the BCSE is that of an entry-level veterinarian (i.e., a new graduate of an accredited veterinary school). The knowledge being assessed on the exam is that which one would typically acquire during the first years of a veterinary degree program at an accredited school. The computer-based BCSE consists of 225 multiple choice questions, many with graphics, which must be completed within a 220-minute test session. In addition, the four-hour testing appointment will include a brief tutorial to introduce you to computer-based testing and an exit evaluation at the end. The BCSE must be completed first, before being eligible to proceed to the NAVLE® or the CPE.

The BCSE is available on a continuous basis. The exam is administered at Prometric test centres throughout Canada and the USA, as well as several locations overseas. Please go online at www.prometric.com to view the list of test centres available to you for the BCSE.

The North American Veterinary Licensing Examination (NAVLE®) comprises 360 multiple choice questions, which are administered one at a time by computer. About 10 percent of the questions will include relevant graphic or pictorial information (photograph, radiograph, chart, etc.). This exam is designed to measure your general knowledge base in the various scientific and clinical disciplines required for competent practice of the profession in North America. The NAVLE® requires one full day to complete.

The NAVLE® is offered during a two-week testing window in April and a four-week testing window from mid-November to mid-December of each year. The NAVLE is administered at Prometric test centres in Canada, the United States and U.S. Territories, and at selected test centres in 13 testing regions overseas, as listed on the NAVLE registration form. Locations of test centres available for the NAVLE can be found on the Prometric website at www.prometric.com. Select “National Board of Veterinary Medical Examiners” in one of the drop-down lists on the Prometric home page to search for test centre locations for the NAVLE®.

The Clinical Proficiency Examination (CPE) is a practical examination of the candidate’s ability to manage actual medical, surgical and diagnostic problems in a clinical or hospital setting. It is held in English at testing centre sites authorized by the
CVMA or AVMA several times per year. The CPE is available in French only at the Faculté de médecine vétérinaire (St-Hyacinthe, Québec) usually two (2) times a year. The CPE is typically administered over a three to five day period and involves the examination/treatment of live animals and the performance of routine laboratory procedures. Candidates eligible to take the CPE will be informed by the NEB as to when they may register. The waiting period between passing the NAVLE® and taking the CPE is approximately 18-24 months.

If you do not pass the NEB exams but you have a veterinary degree from a recognized school and educational qualifications beyond the basic degree in a speciality field of veterinary medicine (for example, certification of Diplomate status in a specialty from the Board of the American Veterinarian Medical Association), then you may request that the CVO Registration Committee review your application for a licence with restrictions on your scope of practice. See Process B below for more information about applying for a licence with restrictions.

**Process B: Application for a Licence to Practice in Ontario**

After you have passed all of the NEB exams and received your exam scores, you can apply to the CVO or, if you have already applied, complete your application for a licence. You will also need to submit all required documents, pass the CVO Jurisprudence Examination, and pay all fees to become licensed.

**Restricted Licences**

After passing the BCSE and NAVLE®, internationally trained veterinarians or ITVs may apply and be considered for a Restricted Licence under the supervision of a CVO licensed member with a general licence to acquire additional clinical experience before attempting the National Examination Board’s Clinical Proficiency Exam or CPE. For more information on restricted licenses, please see the section entitled Registration Requirements – General or Restricted Licence (http://cvo.org/For-Applicants/Registration/Registration-Requirements-(1).aspx) under the heading “For Applicants---Registration Process” on the CVO website.

**Step 1: Apply to the CVO**

To apply for a licence, you will need to submit an application form and all required documents (see list below). An application fee is required when you submit your application form. Information about this process and the Application for Licensure form are available on the CVO website, and will be sent to you on request. The information you sent to the NEB is not forwarded to the CVO, so you do need to provide original or notarized copies of the same required documents to the College.

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List of Required Documents:

- Your original or a notarized copy of your veterinary degree and certified translation (if not in English or French)

- Proof of passing the National Board Examinations by presentation of Original or Certified True Copy of examination scores or a Certificate of Qualification issued by the NEB (which confirms you have passed all required examination components)

- Proof of the successful completion of a language proficiency test acceptable to the CVO that has been taken within the past 2 years from the date of application to the CVO (the NEB lists acceptable English and French language testing systems and the minimum scores required in its Candidate Information Guide under “II. The NEB Examination Process---K. Language Proficiency Requirements”) (http://wiki.cvma-acmv.org:8090/display/NEBP/K.+Language+Proficiency+Requirements)

- Letters of standing be sent directly to the CVO from all appropriate licensing bodies, if licensed as a veterinarian elsewhere (You should obtain this before leaving your country of origin if possible.)

- Proof of Canadian citizenship and/or eligibility to work/study in Canada

- The application form and fees required

- Documents that must be presented in person or by mail are: original degree, Documents that must be sent to the CVO by the issuing institution directly include: original letters of standing from other licensing bodies, university transcripts confirming graduation from a veterinary medicine program (if submitting instead of an original degree).

**Step 2: Take the CVO Jurisprudence Examination**

The exam requires applicants to demonstrate knowledge of and the ability to apply relevant Ontario legislation and regulations, as well as CVO standards and guidelines.

The College has created two documents to support applicants in successfully completing the exam. Applicants are encouraged to read and review these documents.

The [Jurisprudence Examination Workbook](http://www.cvo.org/CVO/media/College-of-Veterinarians-of-Ontario/Applicant%20Section%20Documents/ExamWorkbook.pdf) provides an overview of applicable legislation, regulations, College standards, guidelines and policies. The workbook provides links to reference materials.
This Jurisprudence Examination Candidate Instruction Guide
(www.cvo.org/CVO/media/College-of-Veterinarians-ofOntario/Applicant%20Section%20Documents/ExamInstructionGuide.pdf) contains information about applying to sit the online exam, approved testing locations, format, blueprint, scoring and policies.

Quick Facts on the CVO Jurisprudence Examination:

- The fee to write the exam is $175 + HST. The exam fee is applicable to every sitting.

- The duration of the exam is a maximum of 2 hours and 30 minutes. It is a multiple choice exam.

- Candidates are responsible for scheduling the date and location of the exam after receiving notification from the CVO that they are eligible to take the exam. It is advised that candidates provide the testing facility with two weeks’ notice.

- Candidates may attempt the exam a maximum of two times before remediation is required. If an applicant is unsuccessful in passing the examination following the second attempt, the applicant must engage in a directed remedial meeting with a chosen CVO staff member, approved by the Registrar. An applicant will be permitted to attempt the examination for a third time, following successful completion of the directed remediation.

**Step 3: Pay your Licence Fee**

Once you have met all requirements (or if the Registration Committee has made a decision that you may be issued a license with restrictions placed on it), staff will let you know so you can pay your licensure fee and obtain your licence. You are not licensed until this fee has been paid and to maintain your licence, an annual fee must be paid and an annual renewal form must be submitted to the CVO by November 30th each year. For more information about fees and related costs, please visit the College of Veterinarians of Ontario website at https://cvo.org/For-Applicants/Licensure-Fees.aspx.
Application Process for Non-Accredited Veterinary School Graduates

Process A: Application to take the National Examinations (Flowchart)

1. Apply to the CVMA’s NEB

2. Evaluation of documents and determination of eligibility status to register for the National Board Exams

3. Pass the Basic and Clinical Sciences Exam (BCSE)

4. Pass the North American Veterinary Licensing Exam (NAVLE®)

5. Pass the Clinical Proficiency Exam (CPE)

Optional (not part of NEB process) – after passing the BCSE and NAVLE®, additional clinical experience may be obtained by applying for a Restricted Licence under supervision with the College of Veterinarians of Ontario.

Process B: Application for a Licence to Practise in Ontario (Flowchart)

1. Meet basic requirements – including an earned Doctor of Veterinary Medicine degree and passing the NAVLE® from NEB

2. Submit an application form and documentation to the CVO

4a. Pass the Clinical Proficiency Exam (CPE)

5. Pass the CVO Jurisprudence Exam

6. Pay Licensing Fee

7. Licence Issued

3. Review by Registration Committee for Licence with conditions.

Is the application approved?

Yes

No

4b. Resubmit with new information or Appeal to HPARB
Description of the “Process A: Application to take the National Examinations” Flowchart

The steps to submitting an application to take the National Examinations are as follows:

Start

1. Apply to the Canadian Veterinary Medical Association’s (CVMA’s) National Examination Board (NEB). Go to Step 2.

2. Evaluation of documents and determination of eligibility status to register for the National Board Exams. Go to Step 3.


   **Optional (not part of NEB process)** – after passing the BCSE and NAVLE, additional clinical experience may be obtained by applying for a Restricted Licence under supervision with the College of Veterinarians of Ontario. Go to Step 5.


End

Description of the “Process B: Application for a Licence to Practise in Ontario” Flowchart

The steps to submitting an application for licensing as a veterinarian in Ontario are as follows:

Start

1. Meet basic requirements – including an earned Doctor of Veterinary Medicine degree and passing the North American Veterinary Licensing Exam (NAVLE®) from the National Examination Board (NEB). Go to Step 2.

2. Submit an application form and documentation to the CVO. Go to Step 3.

3. Review by Registration Committee for Licence with conditions.

   Is the application approved? If yes, go to Step 4a. If no, go to Step 4b.
4a. Pass the Clinical Proficiency Exam (CPE). Go to Step 5.

4b. Resubmit with new information or Appeal to HPARB. Return to Step 3.


6. Pay the licensing fee. Go to Step 7.

7. License issued. The licensing process ends.

End

Language Proficiency

All applicants must demonstrate proficiency in either English or French to be eligible for licensure with the CVO. If the applicant’s primary and secondary education was conducted in English or French, or if the undergraduate veterinary education was conducted in English or French, the applicant is considered to have fulfilled the College’s language proficiency requirement.

If the applicant’s primary and secondary education and undergraduate veterinary education was conducted in a language other than English or French, the applicant can satisfy the language requirements by submitting evidence of proficiency to the College in one of two ways:

• objective evidence of proficiency is demonstrated by satisfactory test results taken within the last two years in each area of language competence; OR

• if test results have expired, other evidence that he/she is able to communicate in English or French at a level of proficiency that is sufficient for the practise of veterinary medicine.

Labour Market Information

Historically, unemployment for veterinarians has been lower than the national average and the average income is higher than the national average. However, over the last few years the supply of licensed veterinarians in Ontario has exceeded the demand for their services, and the demand for veterinarians (as reflected in the number of “Associate Wanted” ads found in the Ontario Veterinary Medical Association (OVMA) Classified Advertisements) is currently at an all-time low. The OVMA is the professional association for veterinarians in Ontario, which veterinarians join voluntarily and which provides useful information and support to licensed veterinarians.
Currently there are about 4,500 veterinarians licensed to practise veterinary medicine in Ontario. About 200 veterinarians are added to this number each year.

The College of Veterinarians of Ontario (CVO) does not provide information on employment as a veterinarian in Ontario. If you are looking for a job as a veterinary assistant or technician, you can:

- review the online classified advertisements section of the Canadian Veterinary Journal, a publication of the CVMA (see web address at the end of this document);
- ask the CVMA for a list of veterinarians who are willing to act as mentors for newcomers to Ontario.

If you are planning to settle in Ontario, it is a good idea to get familiar with the local labour market in your destination community. This information will give you a detailed description of your profession and a good sense of the job prospects in your field to help you make informed decisions about your employment search.

Here are a list of resources that provide Ontario labour market information, including current industry trends, job salaries and work conditions, where to find employers, and what skills and training employers are looking for:

- Ministry of Advanced Education and Skills Development Labour Market Information (www.tcu.gov.on.ca/eng/labourmarket/)
- Ministry of Advanced Education and Skills Development Ontario Job Futures (www.tcu.gov.on.ca/eng/labourmarket)
- Government of Canada Job Bank (www.jobbank.gc.ca)
- Settlement.org Labour Market Information (http://settlement.org/ontario/employment/working-in-canada/labour-market-information/)

**Examination Preparation Assistance**

A detailed list of books available for study purposes and other resources are provided in the NEB Information for Applicants booklet. You can purchase these books from publishers or gain access to these materials by contacting the main library at the University of Guelph or by contacting the Ontario Veterinary College of the University of Guelph (OVC) (The University of Guelph’s contact information is provided in the “For More Information” section of this document).
The NAVLE® is also offered in the USA by the National Board of Veterinary Medical Examiners (NBVME) and they provide sample examination questions. The NBVME’s contact information is provided in the “For More Information” section of this document.

The Veterinary Skills Training & Enhancement Program (VSTEP) is a joint venture of the CVO, the Ontario Veterinary Medical Association (OVMA) and the OVC. It helps participants to prepare for the NAVLE and the CPE components of the national board examination. The VSTEP’s contact information is provided in the “For More Information” section of this document.

For More Information

Examination Boards, Licensing College, and Associations:

National Examination Board (NEB) of the CVMA
The Registrar, National Examining Board
Canadian Veterinary Medical Association (CVMA)
339 Booth Street
Ottawa, Ontario K1R 7K1
CANADA
Telephone: (613) 236-1162
Toll-free in Canada: 1-800-567-2862
Fax: (613) 236-9681
E-mail: ohoffmann@cvma-acmv.org
Web site: www.cvma-acmv

Sample copies of the NAVLE® from the NBVME
National Board Examination Committee
P.O. Box 1356
Bismarck, North Dakota, 58502
USA
Telephone: (701) 224-0332
Fax: (701) 224-0435
E-mail: mail@nbvme.org
Web site practice exam: www.nbvme.org/navle-general-information/practice-versions/

Provincial Licensing Body in Ontario
The Registrar
College of Veterinarians of Ontario (CVO)
2106 Gordon Street
Guelph, Ontario N1L 1G6
CANADA
Telephone: (519) 824-5600
Toll free telephone in Ontario: 1-800-424-2856
Fax: (519) 824-6497
Toll free fax in Ontario: 1-888-662-9479
E-mail: inquiries@cvo.org
Web site: www.cvo.org

Provincial Voluntary Association for Veterinarians in Ontario
Ontario Veterinary Medical Association (OVMA)
420 Bronte Street South
Suite 205
Milton, Ontario L9T 0H9
CANADA
Telephone: (905) 875-0756
Toll free number in Ontario: 1-800-670-1702
Fax: (905) 875-0958
Toll free fax number in Ontario: 1-877-482-5941
E-mail: info@ovma.org
Web site: www.ovma.org

Voluntary Association for Veterinary Technicians in Ontario
Registrar
Ontario Association of Veterinary Technicians
100 Stone Road West, Suite 104
Guelph, Ontario N1G 5L3
CANADA
Telephone: (519) 836-4910
Toll free number: 1-800-675-1859
Fax: (519) 836-3638
E-mail: oavt@oavt.org
Web site: www.oavt.org

For English/French language proficiency testing, contact:

Test of English as a Foreign Language (TOEFL)
Website: www.toefl.org

Canadian Academic English Language (CAEL)
Website: www.cael.ca
International English Language Testing System (IELTS)
Website: www.ielts.org

Office québécois de la langue française (OLF)
Telephone : 1-888-873-6202
Website : www.oqlf.gouv.qc.ca

To find a certified translator in Ontario, contact:

Association of Translators and Interpreters of Ontario (ATIO)
1 Nicholas Street, Suite 1202
Ottawa, ON K1N 7B7
CANADA
Telephone: 613-241-2846
Fax: 613-241-4098
Email: info@atio.on.ca
Website: www.atio.on.ca

For information about the occupational skills veterinarians require on the job in Ontario, search for veterinarian in the occupations database at:

The Ontario Skills Passport, Ontario Ministry of Education
http://www.skills.edu.gov.on.ca/OSP2Web/EDU/Welcome.xhtml

For a government contact about accessing professions and trades in Ontario, contact:

Ministry of Citizenship and Immigration
Global Experience Ontario (GEO)
Telephone: 416-327-9694 or 1-866-670-4094
TTY: 416-327-9710 or 1-866-388-2262
Email: GEO@ontario.ca
Website(s): www.ontarioimmigration.ca/en/geo/index.htm
or www.ontario.ca/globalexperience

University Listings

Veterinary School in Ontario
Office of the Dean
Ontario Veterinary College (OVC)
University of Guelph
50 Stone Road East
Guelph, Ontario
N1G 2W1

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Accredited Veterinary Schools outside of Canada

In addition to all veterinary schools in Canada and the USA, the following veterinary schools are accredited by the AVMA-COE:

- University of Utrecht in The Netherlands (graduates from 1973 onward)
- University of London (graduates from 1999 onward)
- University of Glasgow (from 1999) in Scotland
- University of Edinburgh (from 2001) in Scotland
- Massey University (from 2001) in New Zealand
- Murdoch University (from 2002) in Australia
- University of Sydney (from 2005) in Australia
- University of Melbourne (from 2006) in Australia
• University of Queensland (from 2012) in Australia
• University College Dublin (2007) in Ireland
• Ross University (from 2011) on St. Kitts
• Universidad Nacional Autonoma de Mexico (from 2011) in Mexico City
• St. George’s University in Grenada (from 2011) in Grenada
• VetAgro Sup l’École Nationale des Services Vétérinaires à Lyon (from 2013) in France

Getting Help

There are many programs and services designed to help internationally educated professionals work in their field in Ontario, such as internship and mentoring programs, bridge training programs and language training programs. For more information please visit the website of the Ontario Ministry of Citizenship and Immigration: www.ontarioimmigration.ca/en/working/index.htm.

Questions and Answers

To view the most common questions and responses for applicants, please visit the "Resources---Frequently Asked Questions" section of the CVO website (http://cvo.org/Resources/Frequently-Asked-Questions.aspx).

You may have additional questions about the licensing process for veterinarians in Ontario. For more information, please visit the College of Veterinarians of Ontario website (CVO) (https://cvo.org).