

Application for Reduction in Articling Time

Student Guide

Section 23(5) of Regulation 1026 of the *Surveyors Act* states as follows:

*(5) Where an articling student has received working experience in professional surveying prior to the commencement of his or her term of articles that is comparable to the working experience required under subsection (4), the Academic and Experience Requirements Committee may reduce the time of the required working experience by **the lesser of the period of prior experience and six months.***

Note that applicants who have completed a Master's degree in geomatics will be granted the maximum 6-month reduction in their period of articles. Proof of your degree is required.

Reduction applications must be submitted with your Application to Article, and **must** include the following:

1. A completed [Candidate Assessment Form](#).
2. A completed ["Summary of Information for Application for Reduction in Term of Articles"](#) form (Appendix E in the [Student Handbook](#)) signed by both the student and the articling surveyor or supervising surveyor.
3. A detailed résumé outlining your previous employment experience.
4. It is strongly recommended that you include detailed information regarding the experience upon which you are basing your request. This may include letters from current and previous employers and samples of field notes, plans and reports prepared by you or in which you played a significant role. **Note that permission must be obtained from the owner(s) of such information before you use it.**

The Academic and Experience Requirements Committee's decision will be based solely on the information that you provide.

A previous reduction application, with names removed, is [here](#). Note that this applicant included copies of field notes and plans for several projects that he had been involved in. This is a sample only. Your application may be quite different, but it should include similar information.

Your application will be evaluated by a member of the Academic and Experience Requirements Committee and reviewed by the entire committee. **The decision of the committee is final and not subject to an appeal.** The approved reduction days will be indicated on the Schedule A to your Articling Contract and will be entered into the Learning Management System by the AOLS.