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You must be registered with the College of Dietitians of Manitoba (CDM) to work as a dietitian in Manitoba. The titles of 'Registered Dietitian', 'Dietitian', 'Graduate Dietitian', the designation RD and the ability to work in the capacity of a dietitian are all protected in Manitoba. Unless you are an approved member of CDM, it is unlawful to use any of these titles.

Application Guide

Internationally Educated Applicants

- We will review your application to determine if your education and practical training are equivalent to Canadian accredited programs.
- Your documents must be original or notarized copies. You must provide notarized translations if your documents are not in English and French.
- Type or print all information clearly.
- Complete all sections of the application form.
- Provide all names in full. Do not use abbreviations.
- Review your completed application form with the checklist provided.
- Mail the application form, and all supporting documents to the College with the fees. Or if you are in Winnipeg, you can drop them off at the College office.
- The College will confirm with you that we have received your documents. Typically, applications take four to six weeks to review, once we have all the information.
- If you meet all the requirements, you will receive a Graduate Dietitian license. You will have to write the Canadian Dietetic Registration Exam (CDRE). There is a fee for the examination. The examination is offered in May and November.

MEANING OF TERMS:

Accredited: Officially recognized or authorized. Please visit the Dietitians of Canada website for a list of accredited schools.
www.dietitians.ca

Notarized: documents must be legalized by a lawyer, notary public or a university official

As a Graduate Dietitian, you can look for employment, while you are waiting to write the exam.

Role of Graduate Dietitian:

..\..\CDM Policies & Procedures\6.2.5.1 Role of Graduate Dietitians.doc

To practice as a dietitian in Manitoba, you must meet the following requirements:

ACADEMIC REQUIREMENT

You must have completed a university degree in human nutritional sciences or equivalent. Your degree must be assessed by a comparative education service. This assessment will determine if your nutrition degree is equivalent to a degree from a Canadian accredited program in human nutritional sciences. The College of Dietitians of Manitoba accepts comparative education services from the following agencies:

World Education Services (Canada)

<http://www.wes.org/ca>

University of Toronto – Comparative Education Services

<http://learn.utoronto.ca/ces.htm>

This assessment is not done by the College, but through other agencies and can take several weeks.

The College Board of Assessors will review your application. To assess your academic credentials, the College requires the following:

- Results of the comparative education service assessment
- Course descriptions from the calendar of the University you attended. Your courses will be compared to Canadian accredited undergraduate programs.
- Official transcripts or notarized copies.

INTERNSHIP / PRACTICAL EXPERIENCE REQUIREMENT

You must have completed a dietetic internship or practicum program. To assess your internship/practical training, you must provide to the College the following documents:

- A detailed summary of your education program
- A letter from your education program director stating that your program contains experience in:
 - Clinical/Therapeutic Nutrition
 - Food Service Administration
 - Community Health
 - Was supervised by a Registered Dietitian
- A notarized copy of your graduation certification from a dietetic internship or practicum training. This certificate must be sent directly from the facility to the College.

If required by the Board of Assessors, you may be placed with a working dietitian to assess your skills. This is not an educational training program.

LANGUAGE PROFICIENCY

You are required to provide proof of language proficiency, if you earned your degree in a language other than English or French. Language proficiency test scores will be considered valid for two (2) years.

ENGLISH

- You must submit a certified copy of one of the following to the CDM office as proof of language proficiency:
 - TOEFL – Test of English as a Foreign Language
 - Minimum score of 83 on internet based examination with no less than 19 in each component. 26/30 in speaking portion.
 - IELTS – International English Language Testing System
 - Minimum score of 6.5 in each 4 components with overall band score of 7.
 - CanTEST – Canadian Test of English for Scholars and Trainees
 - 4.5 in each component

Information on language assessments and training programs are available at:

http://www2.immigratemanitoba.com/browse/learning_english/eal-students-assess.html

FRENCH

- If you speak French as a first language or have been educated in French, you will be considered fluent. If required, French proficiency will be assessed with the support of the Adult Language Training Branch of Manitoba Labour and Immigration.

EXAM

- If you meet all the requirements, you will have to write the Canadian Dietetic Registration Exam (CDRE). There is a fee for the examination. The examination is offered in May and November.

CRIMINAL RECORD SEARCH

You must provide an original copy of a criminal record search. If you currently reside or have recently resided (within one year) outside of Canada, you must provide a criminal record search based on a nationwide search from the appropriate law enforcement agency in that country. Contact the Winnipeg Police Service at (204) 986-6073.

Current Registration Information

If you are currently registered with your country / state licensing body, please provide the College with proof of registration.

Continuing Education / Professional Development

If you have completed any continuing education / professional development programs, please provide this information on the 'Continuing Education Summary Form', which is included in the application form package. This is not a requirement for registration.

Professional Development:
the process of obtaining the skills, qualifications, and experience that allows you to make progress in your career.

Liability Insurance:

Practicing dietitians in Manitoba, must have liability insurance coverage to a minimum of \$5 000 000.

Insurance can be obtained through an employer of Dietitians of Canada.