



BC ASSOCIATION OF KINESIOLOGISTS
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BCAK PRACTICING MEMBERSHIP APPLICATION INFORMATION

Congratulations on applying for “Practicing Member” status in the BCAK, and considering a professional career in the exciting and growing field of Kinesiology. The BCAK standards are high, so please read this information package carefully to allow enough time to acquire all necessary information for submission. If approved, you will join our 500+ Practicing Members in the BCAK, who enjoy the following benefits and initiatives ...

- ♦ A Professional Code of Ethics
- ♦ Errors & Omissions Insurance for either \$2 or \$5 Million Liability
- ♦ Available Commercial Liability Insurance
- ♦ Professional development through seminars, workshops and annual conference
- ♦ Ongoing communication from the BCAK
- ♦ A quarterly Newsletter *Kinnected*
- ♦ Access to employment opportunities through the websites *Jobline* service
- ♦ Networking to remain current with changing trends in legislation and certification
- ♦ Password access to the members only section of www.bcak.bc.ca website
- ♦ Contribution to the process of BCAK’s effort to be regulated as a provincial health profession
- ♦ Eligibility to serve as a board or committee member
- ♦ Opportunity to have articles published in *Kinnected*

Practicing Members are persons who have received a four year university degree in kinesiology from a post-secondary educational institution in Canada that is recognized by the Board, or who has educational qualifications deemed by the Board to be equivalent, is employed or practices in British Columbia as a kinesiologist, and meets the continuing education requirements set by the Board.

ACADEMIC REQUIREMENTS

Applicants must meet the following academic requirements to be considered for Practicing Member status:

- 1) Four year university Bachelor’s Degree in:
 - Kinesiology
 - Human Kinetics
 - Kinanthropology
 - Or Equivalent
- 2) An above satisfactory achievement (C- grade or higher) in comprehensive courses with a primary focus in each of the following four core course areas:
 - Human Anatomy
 - Human Physiology
 - Psychomotor Behavior
 - Biomechanics
- 3) Above satisfactory achievement in 16 other courses in addition to the 4 required core courses:
 - The 16 additional courses are considered within 30 areas of study
 - These 16 courses must be represented in a minimum of 11 areas of study, with a maximum of 2 courses accepted in any one area of study
 - Each course may only be represented once on your application
 - Laboratory, tutorial or practicum related courses will not be accepted

(refer to attached “Membership Application Worksheet” to assist in assessing your eligibility for Practicing membership)

APPLICATION PROCESS

Practicing Member application packages must contain all required documents and information to be considered for review by the BCAA Membership Committee. The entire application package will be returned to the applicant, should any of the required information be omitted from the package. The application package may be resubmitted, when all requirements are fulfilled. The applicant will be notified via email that the application is complete, and ready to be reviewed by the committee at their next meeting.

(refer to "Membership Application Checklist" to assist in completing your application in full)

The review process for BC university graduates takes 6-8 weeks from the date the completed application is received at the BCAA office. (8-10 weeks for education achieved outside of BC). Please note: the membership committee does their best to review courses or degrees obtained outside Canada within a 12-14 weeks schedule but this may need to be exceeded depending on the courses being reviewed.

Each application is thoroughly reviewed by the membership committee, to ensure the high standards established for Practicing Member status are met. Each submitted transcript is compared against the course calendar description to ensure the compulsory elements were attained, and grades are consistently above a satisfactory level.

APPROVED Applications will receive a membership welcome package containing the following:

- Congratulations Letter
- Membership Payment Receipt
- Official Membership Certificate
- E&O Insurance Certificate
- CGL Insurance Certificate (if applicable)
- Continuing Education – CESP Tracking Form
- Password to the members only section of the BCAA website

The BCAA pricing is subject to annual increases, the membership is based on the calendar year, and the fee is not pro-rated. Applications submitted any month during the calendar year will be required to pay the full year's fees. If approved for Practicing Status, an annual dues notice/invoice will be issued in December for renewal payments applied to the upcoming membership year. The attached checklist offers the option to defer your membership start date to January 1 of the following year. Should this option be accepted, it is the applicant's responsibility to contact the BCAA office in December to ensure the dues/insurance payment is sufficient to cover any increases for the coming year. This action will avoid any delays in processing the approved application, and will provide an entire year of full membership benefits.

DENIED Applications will receive an email including:

- An explanation of why the application did not meet the standards for Practicing member status
- A list of the accepted courses along with their corresponding area of study is provided to support the applicant in completing the academic requirements
- Denied application are maintained by the BCAA for 2 years allowing the applicant time to fulfill missing requirements

All questions or disputes related to the membership committee's decision must be submitted in writing to the BCAA office to the attention of the membership committee. The applicant will receive a written response from the membership committee within 8 weeks.

It is your responsibility to notify the BCAA office (in writing) of any changes to your status or contact information, either via E-mail to office@bcaa.bc.ca or Fax to (604) 681-4545