

## FEE SCHEDULE

*All fees are in Canadian dollars, may be subject to change and will have applicable GST added.*

*Credit or debit card payments are the only acceptable form of payment.*

### Fee Schedule

	<b>Cost</b>
Health Care Provider Substantially Equivalent Assessment Fee	\$300
HCA Practice Exam (five (5) Writes)	\$40
Provincial HCA Exam	
First Exam Write	\$200
First Exam Rewrite	\$200
Second Exam Rewrite	\$200
<b>Deferral (Transfer), Cancellation (Withdraw), No Show, Did not Write</b>	
First Exam Deferral Within five (5) Business Days	\$0
Additional Exam Deferrals Within five (5) Business Days	\$25
Cancellation of Exam Booking Within one (1) Business Day	\$25
Administration Fee	\$25

#### **Deferral (Transfer)**

- Candidates requesting a deferral from the exam, for any reason, will be permitted to defer their exam fees to the next exam sitting at no fee if requested within five (5) business days.
- The second exam deferral will be charged a \$25 administration fee.
- Candidates must pay the additional fees before being eligible to rebook the exam.
- After the third deferral, candidates will receive a refund, less \$25 administration fees and must reapply to write the exam.

#### **Cancellation (Withdraw)**

- Cancellations within one (1) business day will be refunded less \$25 administration fee.
- Cancellations less than one (1) business day will be given the status of “Did Not Write”.

#### **Did Not Write**

- Candidates arriving 15 or more minutes late will be given the status of “Did Not Write” and will forfeit the Exam fee.

#### **No Show**

- Candidates who do not show for an Exam write will forfeit the Exam fee.

*Candidates who are unable to write due to extenuating circumstances (e.g. serious health condition, life event, inclement weather, disaster conditions) may request the Alberta HCA Directory to consider a refund (less administrative fees) or deferral of the exam fee on a case by case basis.*

GST (CDN\$) will be added to all Fees.

GST #87224 2979 RT 0001