**Professional Membership – Return to Practice Reapplication Form**

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| Applicants who were once previous ATRA Professional Membership (academic credentials previously assessed by ATRA) **AND** have been on a leave of Absence from ATRA of over three consecutive years or more |
| **Date:**  | **Applicant Name:** |
| **Previous ATRA Membership Number:**If you do not have this information, you can request ATRA to locate the data. |
| **Primary Email:** | **Secondary Email:** |
| **Phone #:** | **Address:**  |
| Complete all areas, print, attach required documents and mail - OR – email to application@alberta-tr.ca  |
| * **ATRA Membership a requirement for present employment**

Provide evidence in the form of a letter from your employer or other means that ATRA Professional Membership commitments and benefits are required for your present employment  |
| * **Job Description**

Attach a copy of your current Job Description that outlines roles and responsibilities that aligns with the Competency Profile of Recreation Therapists in Alberta. You will find this profile in the *About* section of the ATRA Website. |
| * **Resume**

Attach a copy of your resume that outlines professional experience and roles related to therapeutic recreation, health and professional practice. |
| * **Continuing Competence Evaluation**

Submit the ATRA Continuing Competence Form listing forty-five (45) Continuing Education Units. Find this document in the *Application Process Documents* page of the Applications section of the ATRA website.  |
| Send **email** to: application@alberta-tr.ca | Send **mail** to: Alberta Therapeutic Recreation Association**ATTN: Application**P.O. Box 19531, Cranston POCalgary, AlbertaT3M 0V4 |
| ATRA’s Membership Review Committee approves all applications for Professional Membership. The Committee meets ***once per month*** to review all completed applications. Incomplete applications **will not** be reviewed until **all** of the required information, documents and fees are received. Once membership is approved, it will generally be processed within 7 - 10 business days of the committee meeting. If there are any issues with the membership, the Membership Review Committee will contact the applicant for further information. |

Updated November 2020