**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](mailto: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](mailto:application@alberta-tr.org) | Send **mail** to:  Alberta Therapeutic Recreation Association  **ATTN: Application**  P.O. Box 19531, Cranston PO  Calgary, Alberta  T3M 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