



Annual Licence Fee Refund Policy

The College is pleased to share the new **Annual Licence Fee Refund Policy**. This new policy addresses member requests for fee proration to cover a variety of scenarios when a CPSNL licenced physician enters **non-practicing status** (i.e. illness, parental leave, etc).

Please note:

- Effective for the 2025-2026 licensure period.
- This policy applies to Annual Licence Fees only, certain criteria must be met to be eligible for a refund.
- Requests must be made in writing (cpsnl@cpsnl.ca).
- Requests for refunds will **only** be considered for the **current licence year**.
- A processing fee of \$50.00 will be applied to all refunds issued.
- Any outstanding balances with the College will be reviewed and may be applied against a refund.

Please review the **Annual Licence Fee Refund Policy** in full on the College website. If you meet the criteria and would like to request a refund, please send an email to: cpsnl@cpsnl.ca.