Reinstatement Policy for Professional CPHR and Candidate Members

Professional CPHR and Candidate Members who have had their membership with CPHR Saskatchewan terminated and their designation or Candidate status revoked may apply to have their status reinstated.
A Professional CPHR or CPHR Candidate Member who had their membership and designation revoked due to a Discipline Committee finding of unprofessional or unethical conduct may not apply for reinstatement through this policy.

Prior to approval of reinstatement, members will be required to submit the necessary CPD hours or VOE application and the associated application fees. If approved for reinstatement, members will have thirty (30) days from the date of approval to submit payment for the reinstatement fee and membership dues.
A Member who applies for reinstatement of the Professional CPHR or CPHR Candidate membership status would be subject to the following requirements:

A) **Members who have been away for less than one (1) year:**
1. Payment of a $100 reinstatement fee
2. Payment of the current year’s dues
3. For CPHR Professional Members - Submission of a minimum of 10 CPD hours for the year of absence.
4. For CPHR Candidates - based on the National Knowledge Exam or Waiver date and if required, submission of the Validation of Experience Assessment and application fee.

B) **Members who have been away from one (1) to four (4) years:**
1. Payment of a $300 reinstatement fee
2. Payment of the current year’s dues
3. For CPHR Professional Members - Submission of a minimum of 10 CPD hours for each year of absence.
4. For CPHR Candidates - based on the National Knowledge Exam or Waiver date and if required, submission of the Validation of Experience Assessment and application fee.

C) **Members who have been away from five (5) to ten (10) years:**
1. Payment of a $300 reinstatement fee
2. Payment of the current year’s dues
3. For CPHR Professional members - Submit VOE Application by the next intake deadline and pay the non-refundable application fee. Successful applicants will receive the designation.

4. For CPHR Candidates - based on the National Knowledge Exam or Waiver date and if required, submission of the Validation of Experience Assessment and non-refundable application fee.

**D) Members who have been away for greater than 10 years:**
1. Must re-start the process to gain the designation and must meet the requirements applicable at the time.