SASKATCHEWAN College of Opticians

APPLICATION & REGISTRATION for STUDENT OPTICIAN/ CONTACT LENS PRACTITIONER LICENCE

PERSONAL INFORMATION

SURNAME: _____ FIRSTNAME: _____

GENDER: ☐ Male ☐ Female ☐ X DATE OF BIRTH: _____

RESIDENTIAL INFORMATION

ADDRESS: _____ CITY: _____ POSTAL CODE: _____

PHONE: _____ CELL: _____ EMAIL: _____

EMPLOYMENT INFORMATION

COMPANY: _____ ADDRESS: _____

CITY: _____ POSTAL CODE: _____ PHONE: _____

EMAIL: _____ FAX: _____

PREFERRED COMMUNICATIONS EMAIL ADDRESS: ☐ HOME ☐ WORK

REGISTRATION

TYPE OF APPLICATION: ☐ STUDENT OPTICAN

☐ STUDENT CONTACT LENS PRACTIONER

ARE YOU CURRENTLY ENROLLED IN AN ACCREDITED OPTICAL SCIENCES PROGRAM?

☐ YES DETAILS: _____ ☐ NO

(Amended in 2026)

SUPERVISOR AGREEMENT

The Saskatchewan College of Opticians (SCO) takes the registration of opticians very seriously. The mandated duty and object of the College is to serve and protect the public safety and interest at all times.

As a part of that mandate, it is the duty of the College to assure the public of the knowledge, skill, proficiency, and competency of the members in the practice of opticianry.

In this regard, _____ has put forth your name to act as his/her preceptor/supervisor during his/her required supervised work placement for the practice of opticianry.

The SCO appreciates your participation in this matter and respectfully ask that as the preceptor/supervisor, you will be physically present on site to directly supervise, check and approve the student licence member's work to ensure their working knowledge and competence in the following categories:

1. MEASUREMENT:

   Ensure the accurate measurements and recording of pupil distance; segment or optical center heights;

2. INSTRUMENTATION:

   Effective use of a manual lensometer, pupilometer, slit lamp, and keratometer where applicable;

3. TECHNOLOGY:

   The candidate should possess a good working knowledge of current lenses, designs, and options.

I _____, LO/LCLP # _____agree to act as the primary preceptor/supervisor for _____ until he/she has passed the NACOR National EG or CL Examination.

I _____, LO/LCLP # _____agree to act as the secondary preceptor/supervisor for _____ until he/she has passed the NACOR National EG or CL Examination. (*if applicable)*

SIGNED: _____ DATED: _____
Primary Supervisor

SIGNED: _____ DATED: _____
Secondary Supervisor

WITNESSED: _____ DATED: _____

NOTE FOR SUPERVISORS

The optician is responsible and accountable for the opticianry services provided by the student member working under supervision. Assess the knowledge and skills of the student member and assign only those tasks and activities that fall within their competence.

Employ supervision strategies to determine which patients are suitable to receive services from a student licence member and take into account the competence of the student licence member, the patient care needs, and other factors related to the practice environment.

Supervisor provide direct supervision to the student; directly observing and analyzing the student's performance during their accredited optical training program.

Student members have not yet passed the accredited program or the NACOR exam, and as a result they cannot work alone in the field. Until they can demonstrate through the NACOR exam that they are qualified for Registration, a supervisor must watch and guide them through each part of the job.

CHECKLIST

HAVE YOU INCLUDED:	✓
APPLICATION FORM COMPLETED IN FULL	
SUPERVISOR AGREEMENT SIGNED	
PASSPORT "like" PHOTO	

_____

APPLICANT SIGNATURE

_____

DATE

Please fill out this form completely before submitting it to the SCO for review via email (office@scoptic.ca)

If you have any questions, please contact the SCO office (306 652-0769)

FEES

STUDENT LICENSES ARE VALID FOR A YEAR.

Upon submission of your application form and all other supporting documents based on your application requirements, the SCO administration will contact you with the calculated fees due upon receipt.

- **A ONE-TIME REGISTRATION FEE OF $35 IS APPLICABLE FOR FIRST TIME APPLICANTS or RETURNING STUDENTS WHO ARE NO LONGER LICENSED.**
- **FEES CAN BE PAID BY CHEQUE, MONEY ORDER, CREDIT CARD OR E-TRANSFER .**
- **PLEASE NOTE THERE IS A 2.7% SERVICE CHARGE APPLICABLE WITH CREDIT CARD.**

APPLICATION TYPE		✓
STUDENT OPTICIAN—Annual Student License Fee	$45.00	
STUDENT CONTACT LENS PRACTITIONER—Annual Student License Fee	$45.00	
Administration Fee for New or Returning Students	**$35.00**	
Late Fee (expired license)	**$75.00**	
TOTAL FEE PAYABLE =		

#356, 318-21st Street E Saskatoon, SK. S7K 6C8

PHONE: 306-652-0769 EMAIL: OFFICE@SCOPTIC.CA / admin@skopticians.com