

Policy: **Photo Identification**

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1. Regulatory Responsibility

All new applications for membership of the SSMLT, require a minimum of one acceptable photo identification be submitted as proof of identity, pursuant to Section 7 (1) (f) of *The Saskatchewan Society of Medical Laboratory Technologists (SSMLT) Regulatory Bylaws*. All required documents submitted must be clear and easy-to-read copies of the original documents.

2. Photo Identification requirements

- 2.1. New applicants that are Canadian citizens must submit one of the following:
- Valid Canadian Driver's Licence; or
 - Valid Canadian passport; or
 - Valid Canadian permanent resident card; or
 - Valid Canadian issued photo identification card
- 2.2. If your current name differs from that identified on documents, please provide at least one of the following supplementary pieces of identification such as but not limited to:
- Valid Canadian Driver's Licence; or
 - Marriage certificate
- 2.3. New applicants that are not Canadian citizens must submit the following:
- Passport/Visa:
Your passport must be valid throughout the application process. You'll need to include copies of pages in your passport that show the passport number, date of issue, expiry date, photo, name and place of birth.
 - If you live in a country that is different from your nationality, please include a copy of your visa for the country in which you currently live.
- 2.4. Documents Submitted by new applicants that are not in English the following applies:
- 2.4.1. If your documents aren't in English, you must submit the following:
- A copy of the original document;
 - A copy of the English translation of the document; and,
 - A copy of an affidavit from the translator, describing their translation ability.
- 2.4.2. Translators must be:
- Certified by a regulatory body, as required by Immigration, Refugees and Citizenship Canada (IRCC).
- 2.4.3. Translators must not be:
- A family member
 - A spouse
 - Anyone who works for or who is a paid consultant or representative preparing your application.

If your documents are unclear, missing, or not translated into English, your application will not be processed and the SSMLT will send you instructions on what is missing and how to resubmit.