

# **UTMOST IMPORTANCE**

## **Information Regarding Your Temporary Permit**

**Your Temporary Permit will not be renewed after its expiring date unless an authorization is issued by OQLF. It is your obligation to ask for an extension and to take the necessary steps, including taking the French language proficiency test administered by OQLF.**

**Please be advised that inaction on your part will result in the expiration of your permit (at your expiry date) without any possibility of getting another temporary permit.**

**THIS IS THE ONLY WARNING THAT YOU WILL RECEIVE.**

➤ **What to do?**

- **Register with OQLF NOW**: 1) fill out the enclosed form to register for a French language proficiency test, and 2) return it to us (we will complete it, forward it to OQLF, and mail a copy to you).

Be advised that it may take 3 months for your request to be processed; so if you intend to renew your permit, act in due time to maintain your professional registration.

➤ **What happens next?**

- **Once you are registered (see above) with OQLF, contact OQLF directly** to arrange for language testing. If you pass the test, OGQ will issue a Geologist Permit in your name.
- If you fail the test, OQLF may authorize OGQ to renew your permit if certain conditions are met. Note that you can schedule up to 4 tests per year.
- **Please mark your agenda NOW : At least 3 months before the expiry date of your permit, prepare and send the following documents to OGQ :**
  - A short CV in French;
  - A letter to OQLF , written in French and signed by yourself, requesting the renewal of your Temporary Permit;
  - A letter from your employer, in French, describing your role and the importance of your participation in projects in Québec;
  - Any proof of ongoing French courses (as the case may), and;
  - The administrative fees (\$86.23 taxes included).

Conditional on your attending a French Test by OQLF, OGQ will write a detailed letter and forward your documents to OQLF requesting authorization to renew a Temporary Permit in your name.