

## NATIONAL PROFESSIONAL PRACTICE EXAMINATION

The examination is based on professionalism, law and ethics and is administered in January, April, July, and October in major centres throughout the participating provinces and territories, and in other centres throughout the world by special consent. The National Professional Practice Examination is currently being used by ten Canadian Associations.

### SCOPE AND SYLLABUS OF THE EXAMINATION

The following major subject areas are included in the National Professional Practice Examination:\*

#### **A. Professionalism (30%)**

- 1) Definition and interpretation of professional status
- 2) The role and responsibilities of a professional in society
- 3) The role and responsibilities of a professional to management
- 4) Professional conduct, ethical standards and codes
- 5) Environmental responsibilities

#### **B. Professional Practice (20%)**

- 1) Professional accountability for work, workplace issues, job responsibilities and standards of practice
- 2) Continuing competence
- 3) Business practices as a professional
- 4) Insurance and risk management
- 5) Professional and technical societies
- 6) Non-statutory standards and codes of practice

#### **C. Regulatory Authority Requirements (9%)**

- 1) Future topic
- 2) Future topic
- 3) Occupational health and safety
- 4) Workers compensation
- 5) Other statutory standards of practice

#### **D. Law and Legal Concepts (25%)**

- 1) Canadian legal system
- 2) Contract Law - elements, principles, type, discharge, breach, interpretation, etc.
- 3) Tort Law - elements, application of principles, interpretation, liabilities of various kinds
- 4) Intellectual Property - patents, trademarks, software issues, copyright
- 5) Arbitration and Alternative Dispute Resolution (ADR)
- 6) Expert Witness
- 7) Business Organizations
- 8) International Law

#### **E. Legislation Governing the Practice of the Professions (16%)**

- 1) Definitions of the professions and scopes of practice
- 2) The Acts
- 3) Regulations and By-Laws
- 4) Registration
- 5) Discipline and enforcement
- 6) Use of seals and stamps

The National Professional Practice Examination consists of 100 multiple-choice questions. It is closed-book and is two hours in duration. The questions are distributed in accordance with the percentages shown above. All candidates, regardless of whether they intend to practice engineering or geoscience, are required to write the National Professional Practice Examination.

The pass mark is 65%. The examination results are reported as "pass" or "fail" with a report provided only to candidates who have failed, indicating the candidate's specific performance in each category. You are not penalized for wrong answers. The grade is final.

*\* Pass marks may be slightly adjusted for individual sessions based on valid psychometric factors designed to ensure that over time, and among groups of candidates, pass-fail decisions are made on a consistent basis.*

## APPLYING TO WRITE THE EXAMINATION

The form, **National Professional Practice Examination Application to Write**, must be used when applying. It provides more information on fees, deadline dates, examination dates, etc. and must be accompanied with the appropriate fees. It must be received on or before the deadline date indicated on the application.

Approximately two weeks after the deadline, you will receive a letter advising you of the time and location of writing. You will also receive an admission slip, which must be brought to the examination with one piece of photo-identification - e.g. Driver's License.

Four to six weeks after the examination you will be advised of the results by email/mail. For many, a pass may be the last step in the registration process. For others, there may be additional requirements before registration is granted. Failing the National Professional Practice Examination means that you will be required to re-take it at some time in the future. You will need to submit another Application to Write along with another examination fee. In the event that you fail the examination more than once, the number of re-takes may be limited by the province or territory and your right to write the examination may be suspended for up to 12 months.

## STUDY LITERATURE

1. Andrews, G. C. **Canadian Professional Engineering and Geoscience: Practice & Ethics**, 2009.
2. Samuels & Sanders. **Practical Law of Architecture, Engineering, and Geoscience**, Canadian Edition, 2007.
3. **Engineering and Geoscience Professions Act**:  
[http://www.apegnb.com/site/media/APEGNB/professions\\_act-1999.pdf](http://www.apegnb.com/site/media/APEGNB/professions_act-1999.pdf)
4. **By-Laws under the Engineering and Geoscience Professions Act** (including Code of Ethics) :  
[http://www.apegnb.com/site/media/APEGNB/2011\\_By\\_Laws.pdf](http://www.apegnb.com/site/media/APEGNB/2011_By_Laws.pdf)
5. Industry Canada Booklets: ([www.ic.gc.ca](http://www.ic.gc.ca))
  - **A Guide to Patents**  
([http://www.ic.gc.ca/eic/site/cipointernet-internetopic.nsf/vwapi/GuideBrevet-PatentGuide-eng.pdf/\\$FILE/GuideBrevet-PatentGuide-eng.pdf](http://www.ic.gc.ca/eic/site/cipointernet-internetopic.nsf/vwapi/GuideBrevet-PatentGuide-eng.pdf/$FILE/GuideBrevet-PatentGuide-eng.pdf))
  - **A Guide to Trade-Marks**:  
[http://www.ic.gc.ca/eic/site/cipointernet-internetopic.nsf/vwapi/2010marquesdecommerce-2010marquesdecommerce-eng.pdf/\\$file/2010marquesdecommerce-2010marquesdecommerce-eng.pdf](http://www.ic.gc.ca/eic/site/cipointernet-internetopic.nsf/vwapi/2010marquesdecommerce-2010marquesdecommerce-eng.pdf/$file/2010marquesdecommerce-2010marquesdecommerce-eng.pdf)
  - **A Guide to Industrial Design**  
[http://www.ic.gc.ca/eic/site/cipointernet-internetopic.nsf/vwapi/2010guidedi-2010guideid-eng.pdf/\\$FILE/2010guidedi-2010guideid-eng.pdf](http://www.ic.gc.ca/eic/site/cipointernet-internetopic.nsf/vwapi/2010guidedi-2010guideid-eng.pdf/$FILE/2010guidedi-2010guideid-eng.pdf)
  - **A Guide to Copyrights**: [http://www.ic.gc.ca/eic/site/cipointernet-internetopic.nsf/eng/h\\_wr02281.html](http://www.ic.gc.ca/eic/site/cipointernet-internetopic.nsf/eng/h_wr02281.html)
6. **The Concepts of Professionalism**: <http://www.apegga.org/nppe/PDF/Concepts%20of%20Professionalism.pdf>
7. Royal Bank Letter - **The Soul of Professionalism**: [www.rbc.com/responsibility/letter/nov\\_dec1990.html](http://www.rbc.com/responsibility/letter/nov_dec1990.html)
8. New Brunswick **Occupational Health and Safety Act**: [www.gnb.ca/0062/PDF-acts/o-00-2.pdf](http://www.gnb.ca/0062/PDF-acts/o-00-2.pdf)
9. **Basic Learnings in Industrial Safety and Loss Management**:  
<http://www.apegga.org/pdf/Guidelines/IndustrialSafety.pdf>

## Supplementary Study Materials

Go to [www.apegga.org/nppe/PDF/index.html](http://www.apegga.org/nppe/PDF/index.html) for available supplementary study materials. Candidates who feel that they could benefit from the supplementary study materials are welcome to print copies of the files for study purposes. Candidates should check the Supplementary Study Material website periodically for the availability of new papers.

## SAMPLE QUESTIONS

Each question is multiple-choice with four possible answers. Old examinations are not available; however, sample test questions are provided below:

1. According to the Code of Ethics, which of the following activities by a professional member would be considered UNETHICAL?
- A. Not charging a fee for presenting a speech.
  - B. Signing plans prepared by an unknown person.
  - C. Reviewing the work of another member with that member's consent.
  - D. Providing professional services as a consultant.

*B. is correct. It is unethical for professionals to sign plans not prepared by themselves or under their direct supervision.*

2. Which of the following is an example of a fraudulent, contractual misrepresentation?
- A. A party is coerced into signing a contract by means of intimidation.
  - B. A party knowingly makes false statements to induce another party into a contract.
  - C. A party induces his son-in-law to sign an unfair contract.
  - D. A party unknowingly provides false information about a portion of a contract.

*B. is correct. Knowingly providing false information to induce a contract is fraudulent misrepresentation.*

3. Contractual disputes of a technical nature may be most expeditiously and effectively solved through:
- A. A lawsuit.
  - B. Court appeals.
  - C. Contract renegotiations.
  - D. Arbitration.

*D. is correct. Arbitration provides an effective, expeditious resolution to technical disputes.*

4. Which type of original work below is automatically protected by copyright upon creation?
- A. Paintings.
  - B. Inventions.
  - C. Clothing designs.
  - D. Signatures.

*A. is correct. Of the works listed, only a painting is protected by copyright law.*

5. In order for compensation to be awarded to a plaintiff in a tort liability case, the defendant must have:
- A. Caused injury to the plaintiff.
  - B. Been willfully negligent.
  - C. Signed a contract of performance.
  - D. Performed under supervision.

*A. is correct. Injury is one of three criteria that must be met for compensation to be awarded in a tort liability case.*

6. Which of the following is the most common job activity of top-level managers?
- A. Writing and reading corporate financial reports.
  - B. Developing and testing new products.
  - C. Designing and implementing production systems.
  - D. Directing and interacting with people.

*D. is correct. Most top managers spend most of their time interacting with other people.*

7. The professional's standard of care and skill establishes the point at which a professional:
- A. May or may not charge a fee for services.
  - B. Has the duty to apply "reasonable care".
  - C. May be judged negligent in the performance of services.
  - D. Has met the minimum requirements for registration.

*C. is correct. The standard of care is used to judge whether or not a professional has been negligent in the performance of services.*

8. To effectively reduce liability exposure the professional engineer, geologist or geophysicist should:
- A. Pursue continuing educational opportunities.
  - B. Work under the supervision of a senior engineer, geologist, or geophysicist.
  - C. Maintain professional standards in practice.
  - D. Provide clients with frequent progress reports.

*C. is correct. Maintaining professional standards of practice is the most effective way of reducing liability exposure.*

**NATIONAL PROFESSIONAL PRACTICE EXAMINATION** **Application to Write**

	<input type="checkbox"/> Mr <input type="checkbox"/> Ms <input type="checkbox"/> Mrs
NAME	
ADDRESS	..... ..... .....
HOME PHONE	
BUSINESS PHONE	
CELL PHONE	
EMAIL	
APEGNB #	J..... (if unknown, leave blank)
DISCIPLINE	<input type="checkbox"/> Engineering <input type="checkbox"/> Geoscience
LANGUAGE	<input type="checkbox"/> English <input type="checkbox"/> French
PREFERRED EXAM DATE:	<input type="checkbox"/> <b>July 16, 2012</b> (Application deadline – June 1, 2012) <input type="checkbox"/> <b>October 15, 2012</b> (Application deadline – August 31, 2012) <input type="checkbox"/> <b>January 21, 2013</b> (Application deadline – December 7, 2012) <input type="checkbox"/> <b>April 15, 2013</b> (Application deadline – March 1, 2013)

**Note: Applications will not be accepted after the deadline date. Candidates who request a deferral to the next exam session, cancel after the deadline, or fail to write or pass the exam may not have their fees refunded, nor will a credit be carried to the next exam session.**

<b>COSTS:</b>	<b>National Professional Practice Exam</b> (hst included)	<b>\$226.00</b>
(recommended)	<b>Canadian Professional Engineering &amp; Geoscience: Practice &amp; Ethics</b> (hst included)	<b>\$113.00</b>
(recommended)	<b>Practical Law of Architecture, Engineering, &amp; Geoscience</b> , Canadian Edition (hst included)	<b>\$113.00</b>
<b>PAYMENT</b>	<input type="checkbox"/> Online Payment <a href="http://www.apegnb.com">www.apegnb.com</a> Transaction ID# ..... <input type="checkbox"/> Cheque payable to APEGNB (attached) <input type="checkbox"/> Direct deposit from employer ..... <div style="text-align: right; font-size: small;">Employer Name</div> <input type="checkbox"/> Personal On-Line Banking (payee APEGNB) Bank Name: .....	\$.....

PASS  
 FAIL

Signature ..... Date .....