



Quick Step-by-Step REGISTRATION/RENEWAL

web browser matters - choose Chrome or Firefox

Log In: [ACOT Online Platform](#)

- Enter email address used for login to the online platform
- Complete two-step authentication if prompted to



Complete Your Renewal

Complete My Renewal For 2022/2023

General OR
Provisional

1. Profile Update



PERSONAL

Do you have a preferred name that is different from your first name?

- Yes No

- Update your legal name
- Click to request an address change
- Click to add additional languages to your profile

EMPLOYMENT

- * Employment status
- * Practice hours outside of employment
-
- * Practice hours
-
- * Do you need to change your employment information?
- Yes No
- Click here to add a new or additional employer(s)

SPECIALIZATIONS

- Acupuncture

OTHER JURISDICTIONS

- Click here to add additional Jurisdiction

CONSENT

- Do you wish to receive correspondence from SAOT via email?
* Yes No

2. Wrap Up 2021/2022 Learning Plan



- See **Quick Step-by-Step: LEARNING PLAN** to update 2021/2022 learning plan *or*
- See **Quick Step-by-Step: SELF ASSESSMENT** to change 2021/2022 Indicators (SoP/CoE)

3. Initiate 2022/2023 Learning Plan



2022/2023 CONTINUING COMPETENCE PROGRAM

- You are required to complete your self assessment. [CLICK HERE](#) to go to self assess

2022/2023 Self Assessment

- Select Indicator(s)

Summary Page of Indicator(s)

- Select between 1-3 Indicator(s)

2022/2023 Learning Plan

- Complete **Initial Reflection**
- Complete **Goal Statement**
- Complete **Learning Activity**

4. 2022/2023 Renewal



Proof of Validity

- Renewal Insurance Document

GOOD STANDING DECLARATIONS

- 5 Good Standing Declarations * Yes No

DECLARATIONS

- 4 Additional Declarations * I acknowledge and accept the above declaration