

A. How will I update the information on my profile?

- ① Go to <https://agrologistsmanitoba.ca/login> ➔ Log in to your account.
- ② Follow prompt to update personal information (contact information, employer, etc.).
- ③ Confirm by clicking, “**I declare this information to be complete and accurate.**”

B. What if I plan to retire during 2024?

- ❖ If you are currently practicing agrology, you are required to remain registered – **please submit the 2024 annual permit fee.** *A pro-rated amount of the annual permit fee will be refunded to you, after your retirement.*
- ① Near the time you are fully retired (no longer practicing agrology, even on a part-time basis), please email registration@agrologistsmanitoba.ca
- ② You will receive a “**Declaration of Non-Practice**” to confirm you are no longer practicing agrology.
- ③ Sign and return Declaration to ensure you are removed from the public registry “in good standing”.

C. What if I am not currently practicing agrology and won’t be in 2024?

- ① Email registration@agrologistsmanitoba.ca and provide the details.
 - ② You will receive a “**Declaration of Non-Practice**” to confirm you are no longer practicing agrology.
 - ③ Sign and return Declaration to ensure you are removed from the public registry “in good standing”.
- ❖ Request reinstatement once you return to practice agrology.

D. I don’t think I am practicing agrology and do not need to be registered? What do I do?

- ❖ We will work with you or your employer to make sure the right information is available to decide if registration is required.
Registration is based on whether a person is practicing agrology, not whether an employer is paying your fees.

E. Is my payment information protected?

- ❖ We use Stripe payment [certified to the highest compliance standards including encryption] one of the safest/most reliable payment systems.

We do not handle/store credit card information and **will not take credit card payment over the phone.**

F. What are the fees for?

- ❖ Agrology is a regulated profession in Canada and *Agrologists Manitoba* regulates the Agrology profession in Manitoba. The system is called professional self-regulation, and it replaces direct government regulation. The cost of regulation of a profession is paid by the registrants of the profession, not by the public through taxes.

Annual permit fees support meeting requirements of The Agrologists Act which includes regulating a profession in the public interest. One of the largest cost areas is related to registration. Other areas include support for Council and committees, support for Agrologists Canada, as well as normal office costs (rent, maintaining the web platform and data management system, and communication).

G. Are my professional registration fees deductible?

- ❖ Yes, fees that were paid by/for you are tax deductible if related to the work you do. (details at: Canada Revenue Agency [www.cra-arc.gc.ca]).

The Canada Revenue Agency recognizes professional dues keep a professional status recognized by law.