



Renewal Deposit Payment Plan: Registrant FAQs

- 1. What is the renewal deposit payment plan?**

The renewal deposit payment plan is an option for registrants to set aside money to be put towards the fees in advance of the 2018/19 renewal period. It is important to note that this is an optional, and fully refundable deposit that can be applied to future renewal fees.
 - 2. When am I able to set up a deposit payment plan?**

Starting on March 1, 2017 you may choose to make payments through a credit card to a refundable deposit account. This system can be accessed by logging into your registrant profile on the CDHBC website.
 - 3. How does the refundable deposit plan work?**

You can set up an amount and schedule of your choosing. They can be set up either on a monthly basis or even as a one-time payment. Any amount accumulated by December 31 2017 will be put towards the cost of your 2018-2019 professional renewal fees.
 - 3. What if I decide to retire, or move out of the province?**

The prepaid deposit amount is refundable if you decide to move out of province or cancel your registration prior to renewal.
 - 4. How do I cancel my deposit plan and get a refund if I decide I am not renewing?**

Log in to your registrant profile on the CDHBC website to cancel any further scheduled payments. To receive a refund of any amount you have already paid on the deposit plan, simply contact the College office to request a refund.
 - 5. I have a non-practicing license, can I still set-up a deposit plan?**

Yes, you are still able to set up a deposit plan for your next year's renewal fees.
 - 6. If I move from non-practicing to practicing during the year will I still be able to do a deposit plan?**

Yes, you can set up a deposit plan at any time after March 1, 2017. Any amount accumulated by December 31, 2017 will be put towards the cost of your 2018-2019 professional renewal fees.
 - 7. If I don't set up a deposit payment plan does this mean I have to pay all professional fees at one time?**

Yes, all professional fees will be due during the College's renewal period which is in January and February of each year. In order to make this more manageable for dental hygienists, the College is offering the fully refundable deposit plan through the registrant's profile on the CDHBC website.
 - 8. I have paid the maximum amount allowable by the deposit payment plan, does this mean that I am automatically renewed for 2018-2019?**

No, you still need to log-in to your profile and complete the renewal form and ensure that you have satisfied any other renewal requirements during the 2018-2019 renewal period. Also, the deposit payment plan is based on the 2017/2018 renewal fees, in the event that there is an increase to the CDHBC and/or CDHA/BCDHA fees you may still have a small balance to be paid.
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