



Application for Teaching Certificate

Initial

| |
|--------------------------|
| Date Received |
| |
| Teacher Certification |

1. Applicant Identification

| | | | |
|---|--|---|----------------------|
| Social Insurance Number ____ ____ ____ | Surname _____ | Given Names _____ | Initial _____ |
| | Previous Name (if applicable) _____ | Date of Birth (dd/mm/yyyy) _____ | |

2. Mailing Address

No. Street _____ P.O. Box _____
City _____ Prov. _____ Postal Code _____
Phone No. (_____) _____ - _____ Email _____

3. Professional Training Data

For **initial** applications: list the institutions from which transcripts will be received. List any degrees/credentials you hold.

For **upgrade** applications: list the institutions from which **new** transcripts will be received, and any new degrees/credentials.

| | | |
|--------------------------------------|-----------------------------|--|
| Institution 1 2 3 4 5 | Degree/ Credential _____ | Check Professional Training Completed Primary Elementary Secondary |
|--------------------------------------|-----------------------------|--|

4. Certification Request

Certificate Level Requested

Level IV

Level V

Level VI

Level VII

5. Authorization to Teach

Have you been authorized to teach in another jurisdiction?
If yes, list the province/country below.

1.

2.

3.

4.

5.

6. Applicant's Signature

Date _____
YY / MM / DD

SIGNATURE OF APPLICANT _____

SEE REVERSE SIDE FOR INSTRUCTIONS

DOCUMENTS BELOW ARE REQUIRED WITH INITIAL APPLICATIONS.

1. Proof of Identity

- *A photocopy of your Canadian birth certificate.
- *For those born outside Canada: evidence of Canadian citizenship, a permanent resident card, or a work permit.
- *For name changes: photocopies of proof (e.g., marriage certificate).

2. Transcripts

Applicants who have completed studies within Canada:

- *Official transcripts, sent directly from the academic institution by mail or email. If transcripts do not show conferral of degrees a confirmation letter from the university is also required.

Applicants who have completed studies outside of Canada:

- *Apply to Pathways To Teach Canada (<https://pathwaystoteach.ca>) for credential and/or language competency assessment. Reports will be sent directly to Office of Teacher Certification from Pathways.

3. Confidential Disclosure Form

- *Submit the original form with your handwritten signature.

4. Criminal Record Check and Vulnerable Sector Check

- *Canadian Criminal Record Check and a Vulnerable Sector Check from local police authority dated within six months of the application. Submit original documents only.

5. Official Statements of Professional Standing

- *Applicants who are certified in another Canadian province or territory must request a Statement that states that you are in good standing; the licence has never been suspended, revoked or cancelled; and you are free to accept employment as a teacher. Statements must be sent directly from the issuing authority to this office using email or postal address below.

6. Payment

- *A completed Payment Schedule and receipt of payment.

MAIL

COMPLETED INITIAL APPLICATIONS TO:

Teacher Certification

Department of Education

P.O. Box 8700

St. John's, NL, Canada

A1B 4J6

For further information call: (709) 729-3020 or email
teachercertification@gov.nl.ca