



Ontario
College of
Teachers

Ordre des enseignantes
et des enseignants
de l'Ontario

Registration Guide

Requirements for Becoming a Primary-Junior Teacher
if you are of First Nations, Métis or Inuit Ancestry



Registration Guide for Becoming a Primary-Junior Teacher if you are of First Nations, Métis or Inuit Ancestry

To teach in Ontario's publicly funded elementary and secondary schools, you must be a member in good standing of the Ontario College of Teachers. The College is the self-regulatory body for Ontario's teaching profession. It is our responsibility to ensure that everyone who is licensed to teach in this province is qualified.

If you are of First Nations, Métis or Inuit ancestry, do not have a postsecondary degree and wish to teach in the Primary and Junior divisions, you need to complete a teacher education program designed specifically to prepare teachers of First Nations, Métis or Inuit ancestry. The program can be done in multiple sessions.

Under the provisions of the *Ontario College of Teachers Act* and its regulations, applicants with certification in another Canadian province or territory will be assessed as labour mobility applicants.

Summary of Documents

You must submit

- 9 Copy of proof of identity
- 10 Copy of proof of First Nations, Métis or Inuit ancestry
- 11 Original Canadian criminal record check report

If applicable, you must also submit

- 10 Copy of proof of change of name
- 10 Withholding a name from the public register
- 11 Explanation for positive criminal record check
- 11 Copy of teaching certificate

You must ask institutions to send

- 12 Transcript for teacher education program
- 14 Transcript for postsecondary studies

If applicable, you must also ask institutions to send

- 12 Verification letter for your teacher education program
- 14 Verification letter for your postsecondary degree
- 14 Proof of language proficiency
- 15 Statement of professional standing

For your reference

- 1 Requirements
- 8 Translation of any document not in English or French

Requirements

This section outlines requirements for certification as a teacher in the Primary-Junior divisions if you are of First Nations, Métis or Inuit ancestry. Information on the proof needed to satisfy these requirements follows on pages 9 to 15.

Certification Requirements

To teach Primary-Junior divisions as a First Nations, Métis or Inuit ancestry applicant, you need to satisfy the College's academic, professional, language proficiency, Sexual Abuse Prevention Program and professional suitability requirements outlined below.

Academic requirement

If you do not have a postsecondary degree, you are required to hold a secondary school graduation diploma or have qualifications that the College considers to be equivalent.

Professional requirement – Teacher education program

You need a teacher education program designed specifically to prepare teachers who are of First Nations, Métis or Inuit ancestry to teach in the Primary and Junior divisions.

An acceptable program of teacher education must be at least four semesters of postsecondary study. In the Canadian postsecondary system, an academic year is typically two semesters.

The four-semester teacher education program generally includes:

- education foundations (for example, the history, philosophy and psychology of education)
- teaching methods suitable for two teaching qualifications in Ontario (for example, how to teach students in particular grades or subjects)
- practice teaching – a minimum of 80 days (400 hours) of practice teaching supervised by the program provider
- other areas of education to support methodology coursework, such as classroom management, supporting students with special learning needs and those from diverse communities.

Your teacher education program must be completed at the postsecondary level. It must also lead to certification or authorization to teach in the jurisdiction where you completed the program.

The College determines the duration of teacher education coursework based on one academic year of study (the equivalent of two semesters) in a program.

If your program did not have the minimum 80 days (400 hours) of practice teaching, the College will accept evidence of at least 80 days of teaching experience as a certified teacher.

If you completed a teacher education program outside Canada, and you did not complete at least 80 days of practice teaching as part of your program, but you have completed at least 80 days of teaching experience, arrange for an education authority, or a principal, to send a letter directly to the College. Your teaching experience must have occurred as a certified teacher and after the completion of your teacher education program.

The letter must verify that you taught for at least 80 days in an elementary or secondary school. It must also list the dates of your employment, as well as the grade levels and subjects you taught.

Your program should prepare you to teach the Primary/Junior divisions (kindergarten to Grade 6).

If you are certified in another Canadian jurisdiction, your teacher education program will meet the College requirements.

Transitional and Multi-session Transitional Certificates of Qualification and Registration

If you are in a concurrent or consecutive program in Ontario or another Canadian jurisdiction, you may be eligible for one of two transitional certificates.

If you hold a teaching certificate from another Canadian jurisdiction, you will be assessed as a labour mobility applicant under provisions of the *Ontario Labour Mobility Act*.

Transitional Certificate of Qualification and Registration

A Transitional Certificate of Qualification and Registration (TCQR) is valid for 18 months, with a possible one-time, six-month extension. You must keep your membership in good standing to maintain your eligibility to teach.

To qualify for a TCQR, you must:

- complete 30 postsecondary credits or their equivalent in a combination of methodology and foundation courses
- complete 40 days (200 hours) of practice teaching
- expect to complete your program of professional education within 18 months of your initial certification date.

Your TCQR will expire if you do not complete your teacher education program within 18 months, unless you are granted an extension. If your TCQR expires, you must complete your teacher education program before you can reapply to the College. You will also have to meet all requirements that are in place at the time you reapply.

Instructions for converting your TCQR to a general CQR will be provided to you if you are certified.

Instructions for converting your MTCQR to a general CQR will be provided to you if you are certified.

Multi-Session Transitional Certificate of Qualification and Registration

You may be eligible for a Multi-Session Transitional Certificate of Qualification and Registration (MTCQR) if you have completed the first session of your multi-session teacher education program.

An MTCQR is valid for six years, with a possible one-time, one-year extension. You must keep your membership in good standing to maintain your eligibility to teach.

To qualify for an MTCQR, your program must include:

- a minimum of 10 days (50 hours) of practice teaching
 - 12 postsecondary credits or their equivalent. They must be:
 - Nine credits in education methods and three credits in education foundations
- OR
- Six credits in methodology and six credits in foundations.

Your MTCQR will expire if you do not complete your teacher education program within six years, unless you are granted an extension. If your MTCQR expires, you must complete your teacher education program before you can reapply to the College. You will also have to meet all requirements that are in place at the time you reapply.

Language Proficiency

You must be able to communicate effectively in English or French.

You meet the College's language requirement if:

- you completed your teacher education program in a country on the list below and the program is acceptable to the College
- you completed your teacher education program in a country not on the list but you are certified in another Canadian jurisdiction and you were assessed for language proficiency and met that

jurisdiction's requirements at the time of certification.

You must provide proof of language proficiency if:

- you completed your teacher education program in a country not on the list provided
- you completed your teacher education program in a country not on the list provided and you are certified in another Canadian jurisdiction that did not require proof of language proficiency at the time of your certification.

English

Anguilla
Antigua and Barbuda
Australia
Bahamas
Barbados
Belize
Benin
Bermuda
Botswana
British Virgin Islands
Cameroon
Canada
Cayman Islands
Dominica
Ghana
Grenada
Guyana
Jamaica

Montserrat
New Zealand
Nigeria
Republic of Ireland
Saint Kitts and Nevis
St. Lucia
St. Vincent and the
Grenadines
Seychelles
Sierra Leone
Trinidad and Tobago
Turks and Caicos Islands
Uganda
United Kingdom
United States of America
U.S. Virgin Islands
Zambia
Zimbabwe

French

Benin
Canada
Cameroon
Congo-Dem Republic
Congo Republic
France
French Guyana
Guadeloupe
Guinea
Haiti
Ivory Coast
Luxembourg
Mali
Monaco
Senegal
Seychelles
Togo

If you are deaf or hard of hearing, you must provide evidence of hearing loss of 70dB or greater to meet the language proficiency requirement. To obtain qualifications for teaching students who are deaf or hard of hearing, you will be required to demonstrate proficiency in American Sign Language (ASL) or Langue des signes québécoise (LSQ).

Sexual Abuse Prevention Program

All applicants and Ontario Certified Teachers must successfully complete the online Sexual Abuse Prevention Program (SAPP).

The program complements existing College resources on professional conduct and is a proactive step toward strengthening the profession by better protecting the safety and well-being of students.

Ontario applicants and internationally educated teachers

You must successfully complete the program to be considered eligible for certification.

If you successfully complete the SAPP and become certified, your public register profile will identify the SAPP as "Completed."

Canadian certified teachers

If you are applying to the College under the *Ontario Labour Mobility Act* (OLMA), you must successfully complete the SAPP within one year of your certification date.

Your public register page will identify whether the SAPP is "Completed" or "To Be Complete."

If you do not complete the SAPP by your deadline, your certificate will be administratively suspended. You can restore your certificate to good standing by successfully completing the SAPP and paying the reinstatement fee. You will also need to pay the annual

membership fee for the current calendar year if you have not previously paid it.

The program is offered online at no cost. More information about the Sexual Abuse Prevention Program, including available accommodations, is available on the College website at oct.ca.

Mathematics Proficiency Test

If you submitted a complete application on or after February 1, 2025, you may be required to pass the Math Proficiency Test (MPT).

Ontario applicants

You must pass the MPT to be eligible for certification, with one exception.

If your initial teacher education program specifically prepared you to teach an Indigenous language (Anishinaabek, Mushkegowuk, Onkwehonwe, Lenape) you are exempt from the MPT requirement.

This exemption applies if you completed one of these programs:

- Lakehead University: Indigenous Teacher Language Diploma (ILTD)
- Nipissing University: Teacher of Indigenous Language as a Second Language Program (TILSL)

In limited circumstances, the College may also consider exempting an applicant or member from the MPT requirement if acceptable documentation of their employment as an Indigenous languages teacher is provided to the College.

Canadian certified teachers (*Ontario Labour Mobility Act*)

You are not required to pass the MPT to be eligible for certification.

About the MPT

The MPT is developed, facilitated and evaluated by the Education Quality and Accountability Office (EQAO). It is free of charge and you can attempt it as many times as required to pass.

For additional information and registration, visit mathproficiencytest.ca.

EQAO will notify the College if you successfully pass the MPT. Only successful attempts will be reported to the College. This notification does not include information related to the number of attempts required, nor any of the scores that were achieved.

More information about the MPT requirement can be found on oct.ca.

Professional Suitability

You must demonstrate that you are of good character to teach in Ontario. To assess your professional suitability, the College requires that you provide:

- a current Canadian criminal record check report
- complete responses to the Applicant Declaration questions in the College's online application.

The Applicant Declaration includes questions about your certification or authorization to teach in other jurisdictions, previous professional

disciplinary proceedings or actions, as well as any criminal background.

Questions include, but are not limited to:

- has your authorization and/or certification to teach ever been suspended or cancelled in another jurisdiction, including outside of Canada, for reasons other than failure to pay fees?
- have you ever been subject to an investigation or proceeding relating to working with children or students in capacities other than teaching?
- have you ever been disciplined by an employing school district or independent authority or other educational organization?

You must answer all questions and provide details and explanations where appropriate before the College can process your application.

If you completed a teacher education program in a jurisdiction outside Ontario, you must also provide a teaching certificate and statement of professional standing from that jurisdiction, even if you never taught there.

If you are or were authorized or certified to teach in jurisdictions outside Ontario, you must provide a teaching certificate and statement of professional standing from each jurisdiction.

If you are certified or authorized to teach in another jurisdiction, refer to the Country-Specific Information section on oct.ca.

Certification Outcomes

The following chart provides examples of certification outcomes related to your initial teacher education program.

These only apply if you meet the academic, language proficiency, sexual abuse prevention program and professional suitability requirements for certification.

If necessary, the balance of coursework required to satisfy the duration and composition of the four-semester teacher education program will be listed as conditions on your certificate.

You are eligible to teach in Ontario's publicly funded schools while holding a certificate with conditions that result from incomplete registration requirements.

Teacher education program criteria	Certification without conditions	Certification with conditions (valid for five years with the possibility of a one-year extension)
Your teacher education program must:	<ul style="list-style-type: none"> • be completed at the postsecondary level • lead to certification or authorization to teach in the jurisdiction where you completed the program 	<ul style="list-style-type: none"> • be completed at the postsecondary level • lead to certification or authorization to teach in the jurisdiction where you completed the program
Duration	Four semesters	A minimum of two semesters
Practice teaching	80 days (400 hours)	10 days (50 hours)
Methodology	Two teaching qualifications	One teaching qualification

Documents

When you apply to the College for certification, you will need to provide supporting documents.

Some documents you must submit to the College yourself, such as proof of identity and an original criminal record check.

Other documents, such as transcripts or verification letters, must be sent directly to the College by the granting institution. Any documents that are not in English or French must be translated according to the College requirements.

The College cannot waive requirements for any documents. We may require additional information or documents from you.

If you completed your teacher education outside Ontario, refer to the Internationally Educated Teachers section under Becoming A Teacher on oct.ca.

Translation Requirements

You must arrange for a translator acceptable to the College to translate any document not in English or French.

For documents you submit yourself, include the original translation with a copy of the document.

For documents that are sent directly to the College from an institution, we will send you the official document in its original language (if it is not English or French) to translate. You must receive the official document from us before arranging for translation.

You are responsible for arranging translation. When you send us the original translation, include the copy in its original language (if it is not English or French.)

You must arrange for the translation. When you send us the original translation, include the copy of the document in its original language.

All translations must be accompanied by an original statement from the translator indicating:

- the translation is accurate and authentic
- the translator belongs to one of the acceptable categories (see the following section)
- the identification number and/or seal, name, address and telephone number of the translator
- printed name and original signature of the translator.

Acceptable Translators

To find an accredited translator, contact the Association of Translators and Interpreters of Ontario (ATIO) at 1-800-234-5030 or 613-241-2846 (email: info@atio.on.ca; website: atio.on.ca).

Confirm with ATIO that the translator is certified to translate from the language of the document into English or French. Translations completed by ATIO candidates for certification are not acceptable.

We also accept translations from:

- the consulate, high commission or embassy to Canada of the country that issued the documents. This information is available at travel.gc.ca/assistance/embassies-consulates
- a translator who has received accreditation through a federal, provincial or municipal government in Canada
- COSTI translation services, if no other certified translator is available. Contact COSTI-IIAS Immigrant Services at

416-658-1600, info@costi.org or costi.org

- a translator certified by a professional association of translators in Canada, a list of which is available on the website of the Canadian Translators, Terminologists and Interpreters Council at cttic.org
- a translator certified by The Ordre des traducteurs, terminologues et interprètes agréés du Québec (OTTIAQ), a list of which is available at ottiaq.org.

Keep copies of what you submit as the College does not return documents.

Documents You Must Submit

Proof of identity

Your official proof of identity document must show your:

- first, middle and last names at birth
- date and place of birth.

Submit a copy of one of the following documents. Or submit copies of more than one if needed to show all the information above:

- birth certificate
- passport (must list all names to be accepted)
- Certificate of Indian Status or Indian Status Card
- Certificate of baptism if born in Québec or in Newfoundland and Labrador before January 1994
- Permanent Resident Card (front and back)

- Canadian immigration record and visa (front and back)
- Record of Landing (front and back).

You cannot submit a driver's licence, provincial health card, or a Canadian citizenship card as proof of identity.

Proof of name change, if applicable

If you married and changed your name, send a copy of your marriage certificate.

If you changed your name legally, send a copy of the change of name certificate or the court order that changed your name.

Withholding a name from the public register

By law, the College must maintain a public register (Find a Teacher on oct.ca) listing members' names (former and current), their qualifications, academic credentials and their status with the College.

There are circumstances where a name can be withheld from the register, such as:

- if you have never taught under a former name, complete and submit a Request to Remove Former Name from Public Register form, which is available on oct.ca. Include all supporting documentation with your request.
- exceptional circumstances: in some cases, the Registrar can remove a former name a member has taught under. The circumstances could include risk to personal safety, or reasons of personal dignity, such as gender identification or gender expression.

If this applies to you, please provide a signed letter detailing the names you would like withheld, the reasons why and your College Registration Number. Additional supporting documentation may be required.

Proof of First Nations, Métis or Inuit ancestry

Applicants can meet the proof of First Nations, Métis or Inuit ancestry by submitting one of the following:

- Secure Certificate of Indian Status or Certificate of Indian Status issued under the Indian Act
- Documentary proof accepted by Inuit communities (including Nunavut Trust Certificate Card or Inuit Roll Number)
- a copy of a membership card in a Métis registry recognized by the local or Métis National Council
- proof that an ancestor's name has been entered in the Indian Register according to the Indian Act, or on the band list of an individual band, or on the Inuit Roll
- written confirmation of Aboriginal ancestry from the Department of Indian Affairs
- written confirmation of membership in a band council that has its own membership code
- Any other documents acceptable by the Registrar that establishes historical proof of ancestry (including, but not limited to evidence of family lineage, scrips, land grant, church or community registers or records)

Canadian criminal record check

You must submit an original, signed, Canadian criminal record check report.

The report must not be older than six months from the date the College receives it. The report must include your current and past full names. The names must your proof of identity documents.

The report must indicate that a search was done on all of your names (including first, middle, last and any former names) using the Canadian Police Information Centre (CPIC) database. A vulnerable sector check is not required, but will be accepted.

You can obtain a criminal record check report from a local, regional or national police service.

If you are applying from outside of Canada, you can obtain a criminal record check by contacting the Royal Canadian Mounted Police (RCMP) at rcmp-grc.gc.ca.

Having a positive declaration and/or information obtained from a criminal record check will delay the processing of your application.

Having a criminal record does not mean you are automatically ineligible for certification. If there is something on your criminal record, your application will not proceed until the College receives an explanation from you that details all the dates, circumstances and outcomes of the events. The College assesses each report individually.

Sterling Backcheck

You may be able to satisfy the criminal record check requirement by requesting Sterling Backcheck to submit one on your behalf.

This option is only available to applicants who:

- have a home address in Canada
- have no former names
- do not have a commonly used name (examples: John Smith, Mei-Lin Lee, Amir Ibrahim)
- declare that they have no criminal history

To request a Sterling Backcheck report, select the Online Criminal Record Check option while completing your College application. You are responsible for paying any service fees.

Secondary school diploma

Send in a copy of your Ontario secondary school diploma (Grade 12) or its equivalent.

If you have a postsecondary degree, please see "Postsecondary Studies Transcript" on page 14.

Teaching certificates from other jurisdictions, if applicable

If you completed a teacher education program outside Ontario and/or were licensed in another jurisdiction, you must submit a copy of your teaching certificate, principal's certificate, or other document that confirms you were authorized to teach. This applies even if you did not teach there.

If you were authorized to teach in more than one jurisdiction, you must provide copies of the authorizations issued by each jurisdiction.

Many countries do not issue these certificates. You may be able to meet this requirement by sending a copy of your teacher education degree or your diploma scroll to the College. You can find country-specific information in the Internationally Educated Teachers section under Becoming A Teacher on oct.ca.

Documents an Institution Must Submit on Your Behalf

Some documents, such as transcripts, must be submitted directly to the College by the granting institution.

The College cannot accept these documents from you even if they are in a sealed envelope.

If you are certified in another Canadian jurisdiction and you are unable to provide official documents, the College will accept a certified true copy from your provincial or territorial ministry of education or college of teachers.

Any certified copies must be a copy of an original document sent directly from a granting institution to the provincial or territorial ministry of education or college of teachers.

If the documents are not in English or French, ask the institution to include an English or French covering letter that includes your full name as it appears on your College application and your

College Registration Number. When we receive the document, we will send a copy to you so you can arrange for translation.

You can find more information about document requirements in the Internationally Educated Teachers section under Becoming A Teacher on oct.ca.

If you have difficulty obtaining a document, you may be able to submit an alternative. You can find more information in the Forms For Applicants section under Becoming A Teacher on oct.ca.

Transcripts

If you completed your education in Ontario, you may be able to order transcripts from the Ontario Universities' Application Centre (OUAC) by selecting the OUAC Transcripts link in your online College application.

You can also find out how to order a transcript by contacting the registrar's office at your granting institution.

Transcripts issued to students and submitted to the College in a sealed, unopened envelope are not acceptable and will not be returned.

You may find it useful to review the information the College has gathered about academic documents from the country where you completed your education. You can find country-specific information in the Internationally Educated Teachers section under Becoming A Teacher on oct.ca.

If some of your credits came from a different institution, you may have to get a transcript from that institution as well.

In addition to your transcript, the College may ask you for a copy of the degree, diploma or certificate you received.

The College cannot waive any document requirements.

Teacher education program transcript – consecutive or concurrent program

Your transcript must:

- have the institution's seal
- show the name of the degree or credential
- show the date it was granted
- be signed by the registrar or equivalent official
- show the length of practice teaching in hours, days or weeks
- show the hours or credits of study you completed for each course according to each term or year of study
- show the specific subjects for which you completed courses in teaching methods.

The information listed on an academic transcript can vary, depending on the jurisdiction. If your transcript does not include all of the above information, arrange for the granting institution to send a verification letter that includes the additional required information.

The verification letter must have the institution's seal and the signature of the registrar or equivalent official.

If your teacher education program was outside Canada or the U.S.A., sending a copy of your course descriptions can be helpful.

Teacher Education Transcripts for Transitional and Multi-session Transitional Certificates of Qualification and Registration

If you are in a concurrent or consecutive program in Ontario or another Canadian jurisdiction

You must contact the granting institution and ask them to send your transcript directly to the College.

The transcript must show you have:

- successfully completed 30 post-secondary credits or their equivalent consisting of a combination of methodology and foundation courses
- successfully completed 40 days of supervised practice teaching.

If you are in a multi-session program in Ontario or another Canadian jurisdiction

You must contact the granting institution and ask them to send your transcript directly to the College.

The transcript must show you have completed 10 days of supervised practice teaching and 12 postsecondary credits or their equivalent.

Postsecondary studies transcript, if applicable

Your transcript must:

- have the institution's seal
- show the name of the degree or credential
- show the date it was granted
- be signed by the registrar or equivalent official
- show the hours or credits of study you completed for each course according to each term or year of study.

If this information is not included on your transcript, arrange for the granting institution to send a verification letter that includes the additional information directly to the College. The verification letter must also include the institution's seal and the signature of the registrar or equivalent official.

The College cannot accept verification letters sent by you, even if they are in a sealed envelope.

Proof of language proficiency, if applicable

If you must provide proof of proficiency in English or French, you may do so in one of these ways:

If you must provide proof of proficiency in English or French, you may do so in one of these three ways:

1. if you completed your teacher education program entirely in English or entirely in French, ask the head of the institution you attended to send a letter to the College.

The letter must confirm the language of instruction for the entire program when you attended.

If the College's evaluation of your teacher education program finds it unacceptable, you will have to use option 2 or 3 to prove your proficiency in English or French.

2. if you completed your elementary and secondary education entirely in English or French, ask each institution to send a letter to the College confirming the language of instruction for the entire duration of the programs when you attended

OR

if you completed one year of postsecondary education entirely in English or French, ask the institution to send a letter to the College confirming the language of instruction when you attended.

3. complete an acceptable language proficiency tests and ask the testing agency to send your results to the College. Information about acceptable language proficiency tests can be found in the Requirements section under Becoming A Teacher on oct.ca.

If you require accommodations to attempt a language proficiency test, contact the testing agency for available options.

Proof of language proficiency must come directly from the institution to the College. The College cannot accept proof from you, even in an

unopened, sealed envelope. The College cannot waive the requirement for any document.

Statement of Professional Standing

The College requires a Statement of Professional Standing from each jurisdiction outside Ontario where you have been authorized to teach or to be a principal. This statement provides the College with a reference for your past professional practice and confirms your professional education program led to a licence to teach in the jurisdiction.

The College requires a Statement of Professional Standing from the jurisdiction where you completed your teacher education program even if you never taught in that jurisdiction.

Statements of Professional Standing must be sent directly to the College by the licensing authority and it must not be older than one year from the date the College receives it. The statement must verify whether your certificate has ever been suspended, cancelled or revoked.

The College cannot accept Statements of Professional Standing sent by you, even if they are in a sealed envelope.

Questions?

Visit help.oct.ca.



**Ontario
College of
Teachers**

Ontario's Teaching Regulator

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Toronto ON M5S 0A1

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1-888-534-2222
TTY: 711
Email: info@oct.ca
oct.ca