



## Memo

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**Date:** February 11, 2016

**To:** Providers of Additional Qualification Programs

**From:** Michael Salvatori, OCT  
Chief Executive Officer and Registrar

**Subject:** **Accreditation - Program of Additional Qualification  
Regulation 347/02, Section 24(5.1): 125 Hours of Work**

**Note:** (This memo replaces the Registrar's memo entitled, *Instructional Contact Time and the Format and Structure of Accredited Additional Qualification (AQ) Programs*, dated December 14, 2010)

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The College is engaged in a review of Additional Qualification (AQ) Accreditation processes, practices and policies. This memorandum provides clarification to providers regarding 125 hours of work within AQ programs. *The Ontario College of Teachers Accreditation Regulation 347/02, Section 24(5.1)* states:

*The program consists of a minimum of 125 hours of work acceptable to the Registrar.*

AQ course guidelines provide the foundation for AQ programs in Ontario and reflect a holistic and critical inquiry-based approach to teacher education. Accredited AQ programs will be aligned with the AQ course guidelines issued by the College.

The College recognizes that the regulatory requirement of 125 hours of work will be implemented through a variety of modes that are adaptive and responsive to unique and diverse AQ contexts. In this way, course design is flexible enough to allow for experiential learning, immersion opportunities, compressed delivery formats, teacher inquiry, research, on-line collaboration and enhanced accessibility.

Providers are responsible for ensuring that accredited AQ programs consist of a minimum of 125 hours of work acceptable to the Registrar. This responsibility

will be articulated in AQ provider Governance documents. Each individual course submitted to the College for accreditation will clearly outline this responsibility and commitment to engaging course candidates in a minimum of 125 hours of work.

The College's accreditation of AQs is conducted in a holistic manner that reflects the integrative nature of all dimensions of the program.

Providers are encouraged to engage in a conversation with Déirdre Smith, Manager of Standards of Practice and Education, at 416-961-8800 or toll-free in Ontario at 1-888-534-2222, ext. 877 or at [dsmith@oct.ca](mailto:dsmith@oct.ca), concerning inquiries related the minimum of 125 hours of work acceptable to the Registrar.

Sincerely,



Michael Salvatori, OCT  
Chief Executive Officer and Registrar

Copy: Roch Gallien, OCT  
Charlie Morrison  
Déirdre Smith, OCT

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