



# Memorandum

**Date:** December 12, 2008

**To:** Deans, Faculties of Education  
Registrars, Faculties of Education  
OADE In-service Committee  
Other Additional Qualifications Course Providers

**From:** Brian P. McGowan  
Registrar and Chief Executive Officer

**Subject:** Enrolment in Additional Qualification (AQ) and Additional Basic Qualification (ABQ) Courses by Candidates Graduating from Multi-Session Teacher Education Programs

In January 2005, the College issued a memorandum about the ability of Ontario faculties of education to offer additional qualification courses in the May-June intersession period to pre-service candidates graduating in Ontario.

This correspondence is in response to a request for clarification regarding the ability of candidates graduating from multi-session programs of professional education in Ontario and who hold Certificates of Qualification (Limited) or Certificates of Qualification (Limited, Restricted) to take additional qualification courses prior to convocation.

Regulation 184/97, Teachers' Qualifications, enables teacher candidates who hold a Certificate of Qualification (Limited) to take ABQ courses in Schedule A or B and AQ courses in Schedules C and D prior to their actually holding the Certificate of Qualification if they:

- have completed the final session of their multi-session program
- have taught successfully for one school year in Ontario as required as a condition of their holding a Certificate of Qualification (Limited)
- have been recommended by their deans for a Certificate of Qualification.

Teacher candidates who have been recommended for a Certificate of Qualification (Restricted) are eligible to enroll in AQ courses in Schedule C if they:

- have completed the final session of their multi-session program
- have taught successfully for two school years in Ontario as required as a condition of their holding a Certificate of Qualification (Limited, Restricted)
- have been recommended by their deans for a Certificate of Qualification (Restricted).

Faculties of education and other providers may admit only those candidates who have been recommended for certification. Candidates must also have completed the application process for a Certificate of Qualification or Certificate of Qualification (Restricted) and be members of the College prior to recommendations for additional qualifications being sent to the College.

Providers and applicants will not be required to complete conditional entry forms. The responsibility to ensure that the recent graduates have been recommended to the College and are listed on the College electronic public register as members of the College prior to the recommendations for additional qualifications being sent to the College rests with the provider and the applicant. It should be noted that recommendations received for non-members of the College will not be processed in a retroactive manner.

Should you have any questions, please contact Linda Zaks-Walker, Director of Membership Services. Linda can be reached at 416-961-8800, extension 410, or toll-free in Ontario at 1-888-534-2222, extension 410.



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Leadership Excellence Responsibility

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