



Memo

Date: April 19, 2016

To: Deans and Directors of Faculties of Education
Registrars, Faculties of Education
Providers of Additional Qualification Programs
General Secretaries, Ontario Teachers' Federation and Affiliates
Directors of Education
Supervisory Officer Organizations
Principals Organizations
Independent School Associations
Ministry of Education (various contacts)

From: Michael Salvatori, OCT
Chief Executive Officer and Registrar

Subject: **Practical Experience in Programs of Professional Education**

This supersedes the College's August 5, 2005 memo.

Regulation 347/02 sets out requirements for the accreditation of programs of professional education in Ontario, which include practice teaching. The recent introduction of the enhanced teacher education program has increased the duration of practice teaching from 40 to 80 days. Our guideline regarding practical experience in programs of professional education has been updated to reflect this and other changes.

This guideline is of interest to candidates in programs of professional education, as well as faculties of education which deliver the program and school board personnel who support candidates in their practical experience assignments.

Practical Experience in Programs of Professional Education

What constitutes practical experience in schools or in other situations approved by the Ontario College of Teachers for observation and practice teaching in the program of professional education?

Background - Current Practice

Faculties, Colleges and Schools of Education in Ontario

All Ontario faculties, colleges and schools of education require candidates to complete a minimum of 80 days of practical experience in a regular classroom or other setting approved by the College. In most cases, the experience is in schools or classes operated by a board; in some cases, the experience may be in a Provincial School in the case of candidates seeking a Certificate of Qualification and Registration to teach the deaf, or in a private school or in a school operated by a Native education authority or other setting approved by the College.

Requirements for Out-of-Province, Out-of-Country Applicants

Applicants who have completed international teacher education programs are required to have successfully completed 80 days of supervised practice teaching during their program of professional education in a publicly funded elementary or secondary classroom. Alternatively, the College may accept evidence of one year of successful teaching experience as a teacher in a publicly funded elementary or secondary school in the jurisdiction in which the candidate was certified. The College does not accept experience gained as an uncertified teacher or as an educational assistant. The appropriate supervisory official in the jurisdiction where the applicant taught must confirm the successful teaching experience.

Criteria Used to Determine What Constitutes Practical Experience in a Program of Professional Education

To fulfill the requirements of Regulation 347/02 and Regulation 176/10, the College requires that a faculty member is appointed as an advisor for the candidate and the practical experience:

- is a minimum of 80 days
- includes observation and practice teaching
- is completed in an instructional setting in schools or other situations that use the Ontario curriculum or in situations approved by the College
- is completed in English-language schools or classes if the candidate is to be certified to teach in English (or in French Immersion); or in French-language schools or classes if the candidate is to be certified to teach in French
- takes place in instructional settings which are related to the areas of concentration of the candidate's program of professional education, that is, in primary (K – Grade 3) and junior (Grade 4 – 6) classrooms for a candidate

whose areas of concentration are the primary and junior divisions or in intermediate (Grade 7 – 10) and senior division (Grade 11 – 12) subject-specific classrooms for a candidate whose areas of concentration are the intermediate and senior divisions, etc.

- enables candidates to participate in settings related to each division and, where applicable, at least one of the subject areas of the program that are relevant to the candidate's program. Where possible, candidates would be better prepared if they have an opportunity to obtain experience in both subject areas.
- is supervised and assessed by an experienced teacher who is a member of the College in good standing. The College recognizes that the determination of a candidate's success in the practicum is informed by the associate teacher's assessment but that the responsibility for final evaluation rests with the faculty member.
- is successfully completed and so noted on the transcript sent to the College.

In addition, the College recommends that the practical experience occur in a restricted subject, identified in section 19 of Regulation 298, made under the *Education Act*, only if the candidate's area of concentration in the program of professional education is in such a subject. For example, a candidate's practical experience may take place in a classroom in an English-language school where French is the language of instruction (i.e. in a French Immersion classroom) if the candidate's area of concentration is Intermediate French or Senior French. Further, the College recommends that candidates not be placed in specialized settings such as English as a Second Language or Special Education where students are congregated for instruction.

For the dean or director to report to the Registrar that a candidate has successfully completed the program of professional education and that he/she is recommending the candidate for certification, the candidate must have successfully completed the practicum.

Other Situations Approved by the College

The Registrar uses the following criteria to determine whether a situation is approved for observation and practice teaching:

- the program is delivered in an instructional setting
- students are organized in a class or classes for program delivery
- the Ontario curriculum for elementary and secondary schools is being used
- the language of instruction is English or French or,

- in the case of a First Nations elementary school, is a Native language identified in the Native Language curriculum policy document or,
- in the case of a Provincial School is American Sign Language or Langue des Signes du Québec.

These criteria may be met by situations, including but not limited to:

- a private school which has filed a Notice of Intention to Operate with the Ministry of Education
- settings such as:
 - Royal Ontario Museum
 - Ontario Science Centre
 - Science North
- a school operated by the council of a band or an education authority with responsibility for providing for the educational needs of the members of the band or bands
- a school operated by Indigenous and Northern Affairs Canada.

Practical Experience Completed During a Concurrent Program

Candidates who are enrolled in a concurrent program of professional education may satisfy the practical experience requirement by observing and practice teaching over the course of the concurrent program. To be eligible, the practical experience must be identified as such and must meet the criteria above.

In addition, the experience must not be used to also satisfy course or program requirements for the academic degree.

Candidates Enrolled in Programs of Professional Education Delivered in more than One Session

In accordance with Regulation 347/02 and Regulation 176/10, candidates who are enrolled in multi-session programs that lead to a Transitional Certificate of Qualification and Registration must also meet practicum requirements as outlined above.

When a candidate successfully completes the first session of the program, they are eligible to apply to the College for a Transitional Certificate of Qualification and Registration. With the September 2015 introduction of the enhanced teacher education program, the first session of these programs must include a practicum of at least 10 days.

For candidates who have been issued a Transitional Certificate of Qualification and Registration and are employed, the remaining number of practice teaching days must be designated for practicum purposes over the course of the school year(s). The requirement may be met in the classroom for which the candidate is responsible if the teaching experience is supervised and assessed by an experienced teacher (who may be the principal), and the setting enables the candidate to meet the divisional requirements. A faculty member must be appointed as an advisor to each candidate and the practical experience must:

- take place in instructional settings which are related to the areas of concentration of the candidate's program of professional education
- enable the candidate to observe and/or practice teach in settings related to each division and at least one of the subject areas of the program that are relevant to the candidate's program, where a divisional qualification is being sought.

Practical Experience beyond the Minimum Requirement

Many faculties, colleges or schools of education require that candidates complete more than the 80 days of practical experience set out in the regulation.

Subject to the design of the practicum as accredited and at the discretion of the faculty, the experience beyond the 80 days may be in settings other than those identified above.

I ask that you bring the information to the attention of staff in your organization who have responsibility for practice teaching. If you have any questions, please do not hesitate to contact Roch Gallien, OCT, Director of Standards of Practice and Accreditation at 416-961-8800, extension 870 (or toll-free in Ontario at 1-888-534-2222), or by email at rgallien@oct.ca.

Sincerely,

Michael Salvatori, OCT
Chief Executive Officer and Registrar

Copy: Roch Gallien, OCT
David Tallo
Linda Zaks-Walker, OCT

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Appendix

Legislative References

Ontario College of Teachers Act, 1996

Subsection 1. (2) of Ontario Regulation 347/02, Accreditation of Teacher Education Programs and subsection 1. (2) of Ontario Regulation 176/10, Teachers' Qualifications, made under the Act, define a program of professional education as an educational program provided in Ontario that prepares a person to teach in elementary or secondary schools in Ontario and that satisfies the following requirements:

1. The program leads to the granting of a degree and prepares a person to teach one of the following:
 - i. The primary and junior divisions, with or without a focus on the teaching of French as a second language.
 - ii. The junior division, and the intermediate division in a general education subject for grades 7 and 8 listed in Schedule A to the teachers' qualifications regulation.
 - iii. The intermediate division and the senior division in two general education subjects listed in Schedule A to the teachers' qualifications regulation.
 - iv. Grades 9 and 10 in one technological education subject listed in Schedule B to the teachers' qualifications regulation, and grades 11 and 12 in the same subject.
 - v. The intermediate division and the senior division in one general education subject listed in Schedule A to the teachers' qualifications regulation, and grades 9 and 10 and grades 11 and 12 in one technological education subject listed in Schedule B to the teachers' qualifications regulation.
2. The program includes,
 - i. studies in education, including learning and development throughout the primary, junior, intermediate and senior divisions,
 - ii. teaching methods designed to meet the individual needs of pupils,
 - iii. the Acts and regulations respecting education,
 - iv. a review of the curriculum guidelines issued by the Minister relating to all of the divisions and a study of curriculum development, and

- v. a minimum of 80 days of practical experience, appropriate to the format and structure of the program, in schools or in other situations approved by the College for observation and practice teaching.

(3) Despite subsection (2), a program that satisfies the requirements of paragraph 2 of subsection (2) but not paragraph 1 of that subsection is a program of professional education for the purposes of this Regulation if the program prepares persons,

- (a) to teach grades 9 and 10 in one technological education subject listed in Schedule B to the teachers' qualifications regulation and grades 11 and 12 in the same subject;
- (b) to be teachers of students who are deaf or hard of hearing who are entitled to a general certificate of qualification and registration under subsection 11 (3) of the teachers' qualifications regulation; or
- (c) to be teachers of Native languages who are entitled to a general certificate of qualification and registration under subsection 11 (5) of the teachers' qualifications regulation. O. Reg. 182/10, s. 2 (7).

(4) Despite subsection (2), a program that satisfies the requirements of subsection (2) but does not lead to a degree is a program of professional education for the purposes of this Regulation if the program prepares persons of First Nation, Métis or Inuit ancestry to be teachers who are entitled to a general certificate of qualification and registration under subsection 11 (4) of the teachers' qualifications regulation.

The conditions to be met for accreditation of the practicum portion of the program are set out in Part III, subsection 9 (1) 8. and subsection 9 (2) of Regulation 347/02. They are as follows:

1. The practicum must include observation and practice teaching in an instructional setting in schools or other situations that use the Ontario curriculum or in situations approved by the College.
2. REVOKED: O. Reg. 182/10, s. 4 (3).
3. The practicum enables every student to participate in settings related to,
 - i. for students enrolled in a program of professional education described in subparagraph 1 v of subsection 1 (2), the intermediate division and the senior division in the general education subject that is the subject area of the program, and

- grades 9 and 10 and grades 11 and 12 in the technological education subject that is the subject area of the program, and
 - ii. for all other students, each division and at least one of the subject areas of the program that are relevant to the student.
4. An experienced teacher supervises the students and assesses their practicum.
 5. A faculty member is appointed as an advisor for each student.

Education Act

A school is defined in the *Education Act* in subsection 1 (1) as:

- a. the body of elementary school pupils or secondary school pupils that is organized as a unit for educational purposes under the jurisdiction of the appropriate board, or
- b. the body of pupils enrolled in any of the elementary or secondary school courses of study in an educational institution operated by the Government of Ontario,

and includes the pupils who are enrolled in extended day programs in the unit or institution, the teachers, designated early childhood educators and other staff members associated with the unit or institution, and the lands and premises used in connection with the unit or institution;