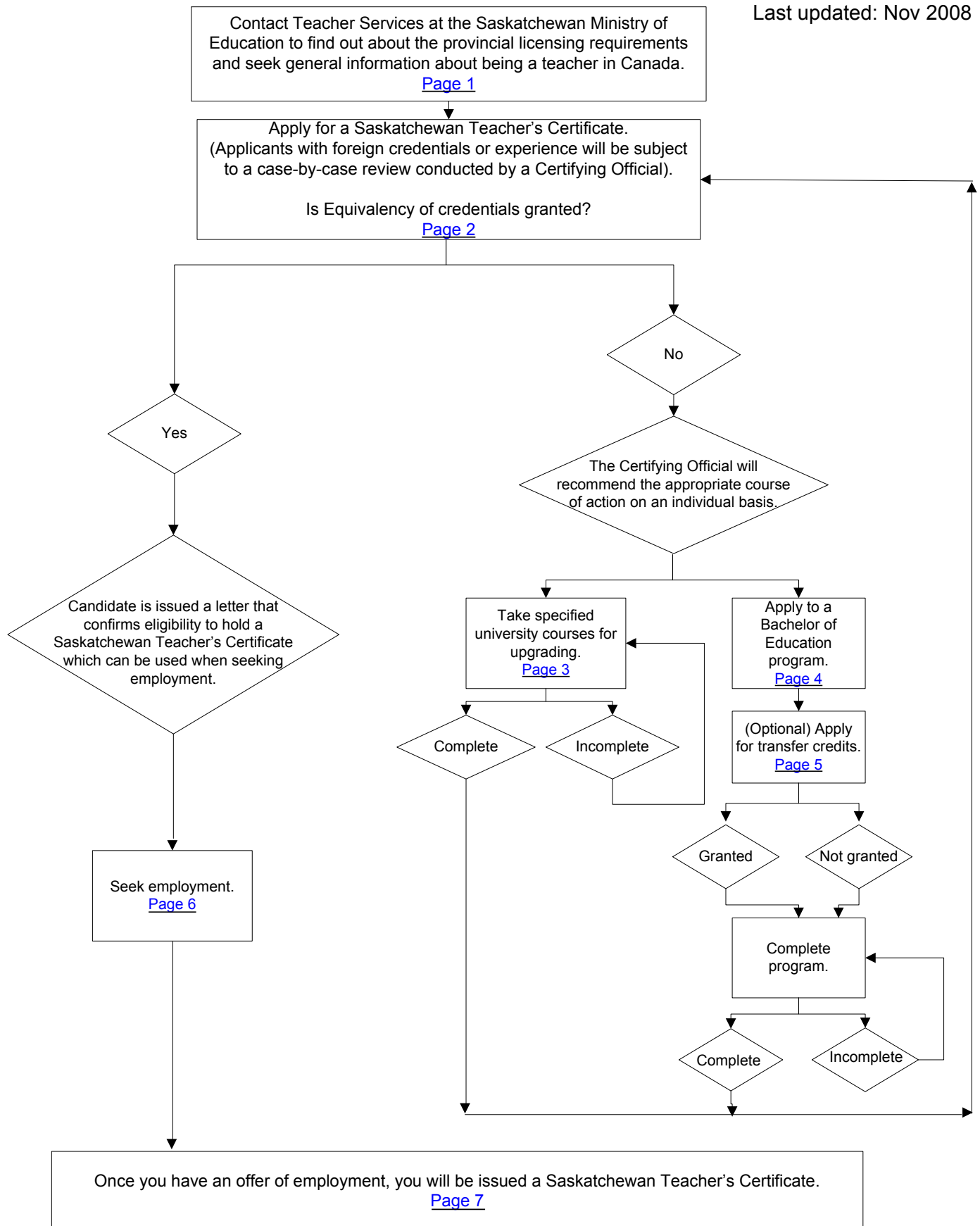


INTERNATIONALLY-TRAINED TEACHERS

Last updated: Nov 2008



This is a general guide and does not cover every individual situation. For the official and most current information about the licensing process and fees, please contact the regulatory body.

PROCESS MAP FOR INTERNATIONALLY-TRAINED TEACHERS WISHING TO WORK IN SASKATCHEWAN, CANADA

This PROCESS MAP will provide internationally-trained Teachers with information about the most efficient pathway to obtain licensure with the Saskatchewan Ministry of Education. This roadmap is meant as a guide only, but is based on the experience of many teachers that have been through the licensing process.

Contact Teacher Services at the Saskatchewan Ministry of Education to find out about the provincial licensing requirements and seek general information about being a teacher in Canada.

<http://www.education.gov.sk.ca/teacherservices>

The requirements for licensure as a Teacher may differ in each Canadian jurisdiction. When deciding to settle in Saskatchewan, it is important to contact Teacher Services at the Ministry of Education to find out the steps that are required to become a licensed teacher in Saskatchewan.

You may write to the Saskatchewan Ministry of Education to ask about the requirements and costs for licensure and the recommended procedure for a credential assessment prior to your arrival in Saskatchewan, Canada.

Be sure to ask specifically for information on what parts of the process you can do or start before you leave your home country. For example you may need to:

- Prepare or obtain documents from your home licensing body or educational institution;
- Obtain and complete forms that are available online;
- Obtain personal or work references;
- Begin necessary educational or language assessments; or
- Begin applications to programs or examinations.

Saskatchewan Ministry of Education, Teacher Services

1840 Lorne Street, 2nd floor

Regina, SK S4P 2L7

Tel: (306) 787-6085

Fax: (306) 787-1003

Website: <http://www.education.gov.sk.ca/teacherservices>

For a general description of duties and employment requirements, you can refer to the information prepared by Human Resources and Skills Development Canada regarding:

- Secondary School Teachers
<http://www5.hrsdc.gc.ca/NOC-CNP/app/checkversion.aspx?lc=e&level=4&nocode=4141&code=4>
- Elementary School and Kindergarten Teachers
<http://www5.hrsdc.gc.ca/NOC-CNP/app/checkversion.aspx?lc=e&level=4&nocode=4142&code=4>

The following websites may also be of interest:

- Canadian Teachers' Federation – <http://www.ctf-fce.ca/>
- Canadian Education Exchange Foundation (CEEF) – <http://www.ceef.ca>



*This is a general guide and does not cover every individual situation.
For the official and most current information about the licensing process and fees,
please contact the regulatory body.*

Apply for a Saskatchewan Teacher's Certificate.
(Applicants with foreign credentials or experience will be subject to a case- by-case review done by
a Certifying Official).
Is equivalency of credentials granted?

In order to receive employment in a publicly funded or independent school in Saskatchewan, a teacher must hold a Teacher's Certificate. Applicants for a Saskatchewan Teacher's Certificate must contact Teacher Services to request an application package, or they may download an application form from the Saskatchewan Learning website.

The procedures for applying for a Teaching Certificate are available online:

<http://www.education.gov.sk.ca/certification>

The processing time for the evaluation and certification of foreign credentials takes a minimum of four months from the date of submission of the complete application and there is an evaluation fee of \$75.00 and a certification fee of \$75.00.

The following are some of the documents that must be included in the application package:

- Original application form - completed in full and signed;
- Official transcripts (e.g. mark sheets, diplomas, scrolls) for all post-secondary education (from each university, college, vocational/technical institution attended) listing all classes completed. Transcripts must be sent directly to Teacher Services from the Institute;
- Official high school transcript/ school leaving documents;
- Verified* copy of a Canadian Social Insurance number once it is issued;
- Verified* copy of a birth certificate (proof of surname and name at birth, and date of birth);
- Verified* copy of a marriage certificate/name change certificate if the name on birth certificate/passport differs from the one now in use.
- A verified copy of your teacher's certificate or proof of eligibility to hold a teaching certificate in the jurisdiction where your teacher education was obtained;
- An Official Statement of Professional Standing from the last jurisdiction in which you were authorized to teach. This statement must be sent **directly** to Teacher Services from the education authority; and
- Other information or documents may be requested if necessary, for example detailed descriptions of coursework, length of the course, description of the practicum.

An assessment is conducted as part of the application process. The assessment relates your foreign educational and practical experience to the Canadian equivalent. Upon review of all documents, the Certifying Official will determine whether your credentials are comparable to the Canadian standard of if you are missing any educational or practicum requirements.

If no deficiencies are found in your educational or practical experience you will be issued your Saskatchewan Teacher's Certificate.

If deficiencies are found you must complete the requirements that are recommended by the Certifying Official, before a Teacher's Certificate will be issued. Typically you will either be instructed to take particular courses or a practicum term from a university or register in a Bachelor of Education program

Saskatchewan Ministry of Education, Teacher Services

1840 Lorne Street, 2nd floor

Regina, SK S4P 2L7

Tel: (306) 787-6085

Fax: (306) 787-1003

Website: <http://www.education.gov.sk.ca/teacherservices>



***This is a general guide and does not cover every individual situation.
For the official and most current information about the licensing process and fees,
please contact the regulatory body.***

Take specified university courses for upgrading.

If deficiencies are found in an applicant's educational or practical experience compared to the Canadian education requirements for a Bachelor of Education, a course of action will be recommended by the Certifying Official:

If an applicant is short a few courses or a practicum term they are referred to the University of Saskatchewan or the University of Regina to take particular courses.

Faculty of Education**University of Regina**

3737 Wascana Parkway
Regina, Saskatchewan S4S 0A2

Tel: (306)585-4537

Email: contactus@education.uregina.ca

Website: <http://education.uregina.ca>

Faculty of Education**University of Saskatchewan**

28 Campus Drive
Saskatoon, Saskatchewan

Tel: (306) 966-7666

Fax: (306) 966-7020

Website: <http://www.usask.ca/education/>

Click to return



to diagram

*This is a general guide and does not cover every individual situation.
For the official and most current information about the licensing process and fees,
please contact the regulatory body.*

Apply to a Bachelor of Education program.

If deficiencies are found in an applicant's educational or practical experience compared to the Canadian education requirements for a Bachelor of Education, a course of action will be recommended by the Certifying Official:

If an applicant is lacking many requirements they will be instructed to complete a Bachelor of Education.

If an applicant is a graduate from a foreign educational institution with a degree in education or another discipline they should ask about the opportunity to be given transfer credits.

Most students accepted into the Faculty of Education at the University of Regina are enrolled in the 4-year BEd degree program. Students with approved degrees and required prerequisite courses are enrolled in the 2-year BEd After-Degree (BEAD) program.

Information for international undergraduates is available for the University of Saskatchewan at the following website: <http://explore.usask.ca/international/>

Information and application forms are available online.

**Faculty of Education
University of Regina**
3737 Wascana Parkway
Regina, Saskatchewan S4S 0A2
Tel: (306)585-4537
Email: contactus@education.uregina.ca
Website: <http://education.uregina.ca>

**Faculty of Education
University of Saskatchewan**
28 Campus Drive
Saskatoon, Saskatchewan
Tel: (306) 966-7666
Fax: (306) 966-7020
Website: <http://www.usask.ca/education/>



*This is a general guide and does not cover every individual situation.
For the official and most current information about the licensing process and fees,
please contact the regulatory body.*

Apply for transfer credits.

Applicants who are required to complete a Bachelor of Education who hold a three to four year degree from a related discipline or a foreign degree of education may be given transfer credits for the general university studies portions of the Bachelor of education.

Individuals who would like to receive transfer credits for their previous academic studies must make this request to the university Registrar. Applications are reviewed on a case-by-case basis. Advanced placement into the Bachelor of Education program is considered on an individual basis by the university registrar.

Students accepted into a Faculty of Education program will be permitted to transfer only those courses with grades 60.0% or higher that meet program requirements. Transfer credit will only be evaluated once the student is selected into a Teacher Education Program.

For information about transfer credits at the University of Regina see the following website: <http://www.uregina.ca/ads/transfercredit/>

For information about transfer credits at the University of Saskatchewan see the following website: <http://explore.usask.ca/admission/transfer/>

**Faculty of Education
University of Regina**
3737 Wascana Parkway
Regina, Saskatchewan S4S 0A2
Tel: (306)585-4537
Email: contactus@education.uregina.ca
Website: <http://education.uregina.ca>

**Faculty of Education
University of Saskatchewan**
28 Campus Drive
Saskatoon, Saskatchewan
Tel: (306) 966-7666
Fax: (306) 966-7020
Website: <http://www.usask.ca/education/>



*This is a general guide and does not cover every individual situation.
For the official and most current information about the licensing process and fees,
please contact the regulatory body.*

Seek employment.

Once you are issued a letter confirming your eligibility to hold a Saskatchewan Teacher's Certificate, you may seek employment.

For a list of employers where a Teacher's Certificate is required see the following website:

<http://www.educationCanada.com/>

Click to return



to diagram

*This is a general guide and does not cover every individual situation.
For the official and most current information about the licensing process and fees,
please contact the regulatory body.*

Once you have an offer of employment, you will be issued your Saskatchewan Teacher's Certificate.

Once you have an offer of employment, you will be issued your Saskatchewan Teacher's Certificate. You may begin your career as a teacher in the province of Saskatchewan.

For further information contact the Saskatchewan Department of Learning.

Saskatchewan Ministry of Education, Teacher Services

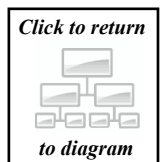
1840 Lorne Street, 2nd floor

Regina, SK S4P 2L7

Tel: (306) 787-6085

Fax: (306) 787-1003

Website: <http://www.education.gov.sk.ca/teacherservices>



*This is a general guide and does not cover every individual situation.
For the official and most current information about the licensing process and fees,
please contact the regulatory body.*