

INFORMATION PACKAGE
**FOR INTERNATIONALLY
EDUCATED TEACHERS**



Information for Internationally Educated Teachers

For more information on how to obtain an Ontario College of Teachers Letter of Evaluation/Instruction or Interim Certificate of Qualification, visit <http://www.oct.ca/iet/>.

The following options are available for Internationally Educated Teachers.

Courses in a Faculty of Education

A full course is 6 credits and generally runs September to April. A half course is 3 credits and runs either September to December or January to April. For undergraduate sessional dates, go to: <http://www.registrar.yorku.ca/enrol/dates/>.

Education Practicum

Your 20 or 40 day practicum placement must be in the Division for which the College of Teachers has granted/is prepared to grant you interim certification.

In order to qualify for the practicum program at York University, you must agree to attend five practicum seminar classes for each semester, which are part of the practicum course PRAC 2100 section I. Attendance is mandatory. The practicum may take place in the following terms: Fall (September to December) or Winter (January to April). A maximum of 10 students are accepted for each term.

A 20-day practicum is considered as a 3-credit course (ED/PRAC 2100 3.00). A 40-day practicum would be considered two 20-day practicums; both Fall and Winter. In order to be enrolled in the practicum course, and to receive a transcript, your placement arrangements must be made by September 16 for the Fall and January 6 for the Winter term.

Please submit the following documents to the BEd Student Services:

1. Copy of the completed Internationally Educated Teachers Application Form (please see below).
2. Copy of the letter from the Ontario College of Teachers.
3. Proof of having met the Ontario College of Teachers' language proficiency. For test results to be considered valid, the test must have been completed no more than two years prior to your application.
4. Course Transaction Form (please see below).
5. A \$30 money order or certified cheque from your bank, payable to York University, which is the processing fee for the application.
6. Proof of Immigration Status or Permanent Residency.
7. A copy of your Approved Police Record Check and Accident Insurance (In order to participate in a practicum placement at a school the university and the school you will be in need to see proof of accident insurance. Please provide proof either by scanning your benefits plan policy information or letter from an employer)

After the end of each term (January, April, or August), it will be possible for you to request a transcript online from the Registrar's office to be sent to the Ontario College of Teachers. Please visit: <http://www.registrar.yorku.ca/transcripts/> for more information.

It is very important that your student records, including your mailing address, be kept up-to-date at all times. To change your address and to verify your official name to be indicated on your transcripts, please visit <http://www.registrar.yorku.ca>.

Important Note: If you are enrolling in an Undergraduate course offered by another faculty at York University, do not submit a Course Transaction Form to the Faculty of Education. You will need to use the online Registration & Enrolment Module.

Passport York: In order to use the University's online services (e.g. change course enrolments, view grades, check your own student financial statements, etc...) you will need to set up an online Passport York account. Please visit <http://www.yorku.ca/yorkweb/currentstudents/ppystudents.html> to create a username and password. Once you have created a Passport York login, then you can enrol in York University courses where open spaces are available.

Course Offerings: Please note that certain courses have spaces available only to students enrolled in that faculty (i.e. Schulich School of Business, Osgoode Hall Law School, Education, Fine Arts, etc...). In order to research the courses offered at York University, visit the Web site for current students <http://www.yorku.ca/yorkweb/cs.htm>, click on the link "**Course Timetables.**" Search by "**Subject**" and highlight the course code (e.g. **EDUC – Education**) and click the "**Search for Courses**" button at the bottom of the webpage. You can click on the link for Subject and then Session: Fall/Winter 2014-15, and Subject: Education to view the list of courses that may be available and information on the term (i.e. F for Fall, W for Winter, and Y for Full Year) as well as the day (i.e. M for Monday, T for Tuesday, W for Wednesday, R for Thursday, and F for Friday) and times when different sections of the course are offered. To enroll online, return to the Web site for current students <http://www.yorku.ca/yorkweb/cs.htm> and click on the icon "Enrol Online" or click on the link "Add/Drop a course."

Practicum Placement:

The Faculty of Education will arrange for practicum supervision, evaluation, and documentation. A Practicum Supervisor will be appointed to work with you in your practicum placement. The supervisor will contact you at the beginning of your placement and visit at least once during your practicum to consult with your Host Teacher, discuss your progress with you, and indicate whether or not you are demonstrating the necessary elements and characteristics of teaching to be considered successful in the practicum. Towards the end of your practicum, the Practicum Supervisor will formally observe your ability to plan, implement, and support students in engaging with the curriculum. A Summative Practicum Report will be submitted to you and the Faculty of Education. Based on your combined performance in the practicum seminar and at your practicum placement, you will be assigned a Pass/ Fail grade, which will appear on your York University transcript.

In order to qualify for the practicum program at York University, you must agree to attend five practicum seminar classes tied to the practicum course PRAC 2100. Attendance at these seminar classes is mandatory. A maximum of 10 students are accepted for each term. The dates and time for the fall and winter term Practicum Placement and seminar classes will be available in August 2015.

Availability

Practicum/Seminar

Fall: ED PRAC 2100 3.00 credits, F15-W16, Fall

Winter: ED PRAC 2100 3.00 credits, F15-W16, Winter

Faculty of Education Academic Courses:

Course availability for Fall/Winter 2015-2016 academic sessions will be available in mid August. The Office of Student Services will email applicants who have completed the application and are enrolled in the course(s). For more information on fees, visit <http://sfs.yorku.ca/fees/>.

Education courses

Fall: ED EDUC 2000 3.00 credits, Issues in Indigenous Education

Catalogue#: S46W01

Fall: ED EDUC 3610 3.00 credits, New Media Literacies and Culture

Catalogue#: YO6J01

Fall: ED EDUC 3710 3.00 credits, Global Issues and Education

Catalogue#: Q56W01

Winter: ED EDUC 3600 3.00 credits, Literacy and Culture

Catalogue#: Q94A01

Winter: ED EDUC 3610 3.00 credits, New Media Literacies and Culture

Catalogue#: Z47M01

Winter: ED EDUC 3700 3.00 credits, 3.00 credits Educating for a Sustainable Future

Catalogue#: U35D01

Winter: ED EDUC 3710 3.00 credits, Global Issues and Education

Catalogue#: Z69Y01

Winter: ED EDUC 3760 3.00 credits, Early and Family Literacy

Catalogue#: V87C01

(recommend for PJ qualification)

Faculty of Education – Special Student

The table below shows examples of proper completion of the course transaction form. It indicates how you would indicate a request for Practicum in the Fall or Winter term (1), as well as a 20-day Practicum in the Winter term (2):

Choice 1	Term F	Faculty ED	Subject PRAC	Course Number 2100 3.0	Section I	Cat. Number
Choice 2	Term W	Faculty ED	Subject PRAC	Course Number 2100 3.0	Section I	Cat. Number

Please indicate your course and/or practicum placement request preferences (courses will available in August) below. If you wish to take more than one course, rate your course choice in order of preference:

1 st Choice	Term	Faculty ED	Subject	Course Number	Section	Catalogue Number
2 nd Choice	Term	Faculty ED	Subject	Course Number	Section	Catalogue Number

Please note that enrollment in PRAC 2100 requires your mandatory attendance for five (5) Practicum Seminar classes during the applicable semester.

I understand that if I am not a Canadian citizen, Permanent Resident or eligible International exempt student, I will be charged International Student Fees, and that by enrolling in courses I become liable for all fees related to those courses.

Student Name	Student Number
Student's Signature	Date (required)
Department Approval	Date (required)

Please return this form to:
128 Winters College, York University
4700 Keele Street
Toronto, Ontario M3J 1P3

Internationally Educated Teachers Application Form



The BEd Student Services Office, Faculty of Education

PERSONAL INFORMATION (Please print in block letters)

OCT Registration Number: _____
(Your Ontario College of Teachers Registration Number)

York University Student Identification Number: _____
(If applicable)

☐ Mr. ☐ Mrs. ☐ Miss ☐ Ms Date of Birth _____
(Date/month/year)

Surname: _____ First Name: _____ Second Initial: _____

Street Address: _____ Apt./Unit: _____

City: _____ Province: _____ Postal Code: _____ Home Phone: () _____

Alternate Phone: () _____ E-Mail: _____

CITIZENSHIP INFORMATION

Canadian Citizen: ☐ Yes

☐ No a) Country of Citizenship: _____ b) Country of Birth: _____

c) Current status in Canada: _____ d) Mother Tongue: _____
(Please include a copy of your PR card)

e) Date entered Canada: ____ / ____ / ____ (e.g. 24 Nov 2004)
Day month year

ACADEMIC INFORMATION (Including Teacher Training Program)

Degree: _____ Completed: _____
Institution/Program/Degree Year

_____ Completed: _____
Institution/Program/Degree Year

_____ Completed: _____
Institution/Program/Degree Year

Teacher Training Program (if separate from list above): _____ Completed: _____
Institution/Program/Degree Year

Teaching Panel: ☐ Primary/Junior ☐ Junior/Intermediate ☐ Intermediate/Senior: _____
Grades (JK-6) (4-10) (7-12) (Subject) (Subject)

PROGRAM INFORMATION PER ONTARIO COLLEGE OF TEACHERS REQUIREMENTS

Undergraduate Course(s) in Education required: ☐ Yes ☐ No *If yes, how many: _____

Practicum Required: ☐ Yes ☐ No *If yes: Police/Criminal Check Completed: ☐ Yes ☐ No
(Copy of Certificate must be submitted with this application)

Practicum Length: ☐ 20-day ☐ 40-day

Application Requirements

- ☐ Copy of OCT Letter of Evaluation/Instruction **MUST BE** included with this application
- ☐ Copy of a valid police record check with vulnerable sector screening (VSS)
- ☐ Copy of Permanent Residence status if applicable
- ☐ Copy of Insurance provider – Accident Insurance
- ☐ Application fee (certified cheque or money order for \$30.00) payable to York University attached

APPLICANT'S SIGNATURE: _____ DATE: _____

YOUR SIGNATURE CERTIFIES THE FOLLOWING:

I have fully and carefully read the application information and agree to abide by the policies published therein. All information provided in this application is true and correct. I understand that payment will automatically be adjusted, if necessary, in accordance with the Undergraduate Fees for York University. Protection of Privacy: Personal information in connection with this form is collected under the authority of Freedom of Information and Protection of Privacy Act and The York University Act, 1965. The information will be used to process your application and upon registration and enrolment, will form part of your student record at the Faculty of Education. If you have any questions about the collection of this information by the Faculty of Education at York University, please contact: Information and Privacy Coordinator, York University, Ross N926, 4700 Keele Street, Toronto, ON M3J1P3, tel. 416-736-2100 Ext. 20359.

FOR OFFICE USE ONLY:

Total Amount: _____ Admin: _____ D/C: _____ MO: _____ Certified Cheque: _____ Test: _____ Transfer Fee: _____ YG: _____ Date Enrolled: _____

