



Canadian Association of Educators of the Deaf and Hard of Hearing



Evidence for Certification

1. Education Course Work (ALL Official Transcripts must be attached)

A. Undergraduate Degree

Name and Location	Degree Obtained	Years
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Name and Location	Degree Obtained	Years
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B. Teacher Preparation Program (Deaf/Hard of Hearing)

Name and Location	Degree or Certifications Obtained	Years	Full/Part Time
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- C. A letter of verification of attainment of all CAEDHH requirements is attached and signed by a Supervising Teacher Educator (CAEDHH Certified). **See the sample wording at the end of this application.**

2. Teaching Practicum Experiences (hours, teaching and supervision experiences)

Requirements

CAEDHH certification for the *initial* training of specialized teachers requires a minimum 10-week (400-hour) professionally supervised, full-time, face-to-face teaching practicum (direct engagement with students). The practicum must be fully documented.

The requirements must be supported with evidence as listed below. (Please read the Standards for more detailed information). **NOTE: Any variation of the above requirements must be described and explained in a detailed letter with rationale from the CAEDHH certified director of the teacher preparation program.**

_____ I graduated from a Canadian Program and my placements meet the Practicum requirements as evidenced in the documents attached.

_____ My placements vary from the requirements and an attached detailed letter with a rationale describes those placements.



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Practicum Placement Description

Please attach placement descriptions to this application. Each individual placement must be fully described and list the following information:

- Dates of Placement
- Number of hours or weeks
- Name of setting
- Setting Description/Teaching Learning Environment
- Student Teacher responsibilities
- Mentor Teacher in the setting, including name, position and qualifications
- University Teacher (Program) supervisor (including name, position and qualifications)

Signature for Submission of Completed Application

By signing below I acknowledge that I have successfully completed a program in the education of deaf and hard of hearing children, which meets the standards established by CAEDHH.

Name of applicant: _____

Signature of applicant: _____

Date of submission: _____



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Certification Fees

- (a) \$75.00 CAEDHH Members
- (b) \$125.00 Non-members

GROUP APPLICATION

Groups of five or more recent (within the past two years) graduates of a Teacher of the Deaf and Hard of Hearing Training Program may submit a Group Application and will receive both CAEDHH Professional Certification and a one year CAEDHH membership.

- (a) \$75.00 per applicant

To qualify for this financial incentive the Application Forms for the group must be submitted together in one envelope.

Please send completed application forms and attachments to:

Susan Sanger, CAEDHH Certification Committee Chair
2919 Collens Hill Road
West Kelowna, British Columbia
V1Z 1P6
Canada



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Application Checklist for Attachments

All submissions must include:

1. _____ Completed and signed application form
2. _____ Cheque for Certification Fees

If you currently hold a previously issued Interim Certification:

3. _____ Copy of Interim Certificate; no additional paperwork is required

If you are applying for CAEDHH Professional Certification and you do not currently hold a previously issued Interim Certification the following documentation is required with this application:

3. _____ Official transcript(s) from all undergraduate degree(s)
4. _____ Official transcript(s) from a teacher preparation program for the Deaf and Hard of Hearing
5. _____ Appropriate verification letter(s) from Supervisors for both course completion and practicum

Application Checklist for Additional Attachments

• These are required when coursework and placements vary from the requirements.

1. _____ Detailed rationale with evidence of outside coursework is attached and signed by the CAEDHH certified director of the teacher preparation program if there is any variation in coursework
2. _____ Detailed rationale from the CAEDHH certified director of the teacher preparation program if there is any variation in practicum requirements
3. _____ Information on additional placements for practicum, if applicable



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Sample Letter for Verification of Having Attained All CAEDHH Certification Requirements

Name of applicant: _____

This will certify that the above named applicant has satisfactorily met all the prerequisites and program requirements for CAEDHH Professional Certification in accordance with CAEDHH Standards (2009), and is hereby recommended for certification.

If the applicant has obtained some requirements outside of our Teacher Education (D/HH) Program, I have attached a letter detailing the rationale, the other sources of learning, and accomplishment.

Director's Signature: _____

Institution: _____

Date: _____