

Additional Qualification Courses Confirmation of Teaching Experience Form
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TO BE COMPLETED BY THE APPLICANT	
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FULL NAME:	OCT #:
PRIMARY CONTACT NUMBER:	SECONDARY CONTACT NUMBER:
E-MAIL ADDRESS:	

AQ COURSE INFORMATION	
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AQ COURSE CODE / TITLE:	
SESSION / TERM:	YEAR:

TO BE COMPLETED BY THE SUPERVISORY OFFICER	
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**Superintendent, Assistant Superintendent, Director or
Assistant Director of Education, or a MoE Official**

Part 2: I certify that the above-named applicant has successfully completed a minimum of one year (equivalent to 194 days) of teaching experience since becoming a certified teacher.

Part 3 (Specialist): I certify that the above-named applicant has successfully completed a minimum of two years (equivalent to 388 days) of teaching experience and has taught in the subject area listed above for at least one year. In the case of Special Education, the required year of teaching experience in the subject area does not have to be in dedicated special education classrooms.

NAME OF SUPERVISORY OFFICIAL: _____

TITLE: _____

SCHOOL BOARD: _____

SIGNATURE: _____ **DATE:** _____

NOTE: Form to be signed only after teaching experience has been completed.

*The Ontario College of Teachers defines "Supervisory Official" as the Superintendent or Assistant Superintendent of the school board for a teacher employed by a Board of Education. A principal or headmaster is **not** recognized in this capacity. For a teacher employed by a private school or First Nations Education Authority, the "Supervisory Official" is the Ministry of Education Official (Education Officer) appointed to your school. For overseas experience, the appropriate Supervisory Official is the person your principal reports to.

Please email your completed form to Frances.Monaco@senecacollege.ca, prior to the registration deadline. An original is not required.

Personal information on this form is collected in accordance with sections 21, 39, and 49 of the *Freedom of Information and Protection of Privacy Act* and under the legal authority of the *Ministry of Training, Colleges and Universities Act*, R.S.O. 1990, and the *Ontario Colleges of Applied Arts and Technology Act, 2002*, Regulation 34/03, and may be used and/or disclosed for administrative, statistical and/or research purposes of the College and/or the ministries or agencies of the Government of Ontario and the Government of Canada. This information will also be used for registration purposes at Seneca College and the Ontario College of Teachers. If you have any questions concerning the collection and use of personal information, please contact the Privacy Office at (416) 491-5050 ext. 77846, or via email at privacyoffice@senecacollege.ca