



**SUPPORTING DOCUMENTATION:**

- Payment of \$120.00 in Canadian Funds**, in the form of money order or cheque, payable to the **Minister of Finance, Province of New Brunswick**.
- Official transcripts** from the originating institution of **all** academic and professional training even if credit has been transferred from one institution to another. In order to remain official, transcripts must be submitted in envelopes sealed by the institution and included with the application or sent directly from the institution to our office.
- An official completed **Criminal Record Check** document through the Royal Canadian Mounted Police **or** the local police force in area of residence. Out-of-province applicants (having resided in New Brunswick less than two years) must obtain such information from the local police jurisdiction in their home province, state or country.
- A **Statement of Professional Standing (SOPS)** is required from **each jurisdiction** where a teacher has been certified. This/These statements are to verify validity of the certification held by the applicant, the basis upon which the permission to teach was issued and that the individual is free to accept employment in New Brunswick. ***This is not a copy of a license or a certificate.***
- Non-Canadians must submit verification of Canadian Landed Immigrant Status/Work Visa.

**Please note:** As per section 4 of the New Brunswick Regulation 2004-8 under the Education Act, the Minister may require an applicant for a teacher's certificate or an interim teacher's certificate to demonstrate proficiency in the English of the French language.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

**Please ensure that all possible supporting documents are included when submitting your application and allow 4 weeks to 25 work days processing after all documents have been received.**

Office of Teacher Certification - Department of Education and Early Childhood Development  
P.O. Box 6000 Fredericton, NB E3B 5H1, Tel.: (506) 453-2785, Fax: (506) 453-5349

[teachercertification@gnb.ca](mailto:teachercertification@gnb.ca)

## **Interim certificate**

An Interim Certificate enables a person who has obtained his or her education degree outside of the province to teach in New Brunswick for a period of four years. Upon successful completion of two years of contractual teaching experience (1 year = 195 days) in the New Brunswick Public School system, and any other prescribed conditions, an Interim Certificate may be converted to a permanent Teacher's Certificate. The Department of Education and Early Childhood Development's decision on the eligibility of the applicant for an Interim Certificate is based on the regulation governing certification at the time of evaluation. An Interim Certificate does not guarantee employment.

### **Candidates Applying For An Interim Certificate Must Possess:**

An approved undergraduate degree which contains a minimum of 90 credit hours. The degree must contain 60 credit hours of which 30 credit hours are in one subject or 42 credit hours are in not more than two subjects, in teachable subjects on the program of studies for the Province conducted under the Education Act.

An approved teacher education program which contains a minimum of 30 credit hours in education courses and a practicum\* of a minimum of twelve (12) weeks leading to a degree.

**OR**

An approved undergraduate degree which contains a minimum of 138 credit hours of which a minimum of 18 credit hours shall represent an approved practicum\* (a minimum of eighteen weeks) and a minimum of 30 credit hours shall represent professional educational course work.

\*Verified successful teaching experience may be acceptable for a portion or in lieu of this practicum.