



FORM D

Interim Teacher's Certificate Application Form for United States Candidates

Interim Certification Level Requested

Consult the requirements and check the appropriate level.

Interim Teacher's Certificate 4

Interim Teacher's Certificate 5

Interim Teacher's Certificate 6

REQUIREMENTS FOR EACH LEVEL OF CERTIFICATION

- Approved bachelor's degree in education
- Minimum of **138 university credit hours** including:
 - 30 credits in pedagogical training and 18 credits (or 18 weeks) of approved practice teaching including, and
 - a major (30 credits) in a teachable subject or a combination of a major (24 credits) and a minor (18 credits) in two teachable subjects.

- Approved bachelor's degree in education
- Minimum of **168 university credits hours** including:
 - 45 credits in pedagogical training and 15 credits (or 15 weeks) of approved practice teaching, and
 - a major (30 credits) in a teachable subject or a combination of a major (24 credits) and a minor (18 credits) in two teachable subjects.

- A person who meets the requirements for an interim teacher's certificate 5 and has completed:
 - an approved Master of Education degree or a Master's degree in a teachable subject with 30 credit hours at the 6000 level, or
 - a non-degree program with 30 credit hours at the 6000 level that leads to an additional major or two additional minors.

Personal Information

Last name	First Name	Middle Name												
Maiden Name														
SIN: <div style="border: 1px solid black; height: 20px; width: 100%;"></div>	Gender Male <input type="checkbox"/> Female <input type="checkbox"/> Non-binary <input type="checkbox"/>													
Date of Birth: <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 33%; height: 20px;"></td> <td style="width: 33%; height: 20px;"></td> <td style="width: 33%; height: 20px;"></td> </tr> <tr> <td style="text-align: center;">(YYYY)</td> <td style="text-align: center;">(MM)</td> <td style="text-align: center;">(DD)</td> </tr> </table>				(YYYY)	(MM)	(DD)	Telephone Numbers: <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 33%; height: 20px;"></td> <td style="width: 33%; height: 20px;"></td> <td style="width: 33%; height: 20px;"></td> </tr> <tr> <td style="text-align: center;">Home</td> <td style="text-align: center;">Work</td> <td style="text-align: center;">Cell</td> </tr> </table>					Home	Work	Cell
(YYYY)	(MM)	(DD)												
Home	Work	Cell												
Email Address: <div style="border: 1px solid black; height: 20px; width: 100%;"></div>														

Mailing Address

Street	Apt.
City	State
Zip Code	

University Education

DEGREE	Number of credits	Major (without a minor: 30 credits – with a minor: 24 credits)	Minor (18 credits)	Institution	Graduating Year
Bachelor's degree other than Education					
Bachelor's degree in Education					
Master's degree					
Other post-secondary degree					

Required Fee and Documentation

<input type="checkbox"/>	<p>Fee: \$120.00 Money order or cheque, payable to the Minister of Finance, Province of New Brunswick. No other form of payment is accepted.</p>
<input type="checkbox"/>	<p>Official Transcript Official transcripts from the originating institution of all academic and professional training even if credits have been transferred from one institution to another. Transcripts must be sent directly to the Office of Teacher Certification by institutions issuing them, either by email or by mail. A transcript in an envelope sealed by the institution will also be accepted. If submitting transcripts prior to graduation, please ensure all courses including the internship are graded and if a degree is intended, a letter from the institution's registrar's office indicating that the requirements have been met and graduation is expected.</p>
<input type="checkbox"/>	<p>Criminal record check: A criminal record check must have been completed within 12 months of the date of the signing of this form. The document should be signed, dated and contain the official seal of the police force where the check was performed. Copies are not accepted. An online criminal record check may be accepted if it is provided by a police service and contains an authentication method.</p>

<input type="checkbox"/>	<p>Statement(s) of professional standing</p> <p>For any country where you have taught, you must provide an official statement of professional standing from the regulating body or government. This document must:</p> <ul style="list-style-type: none"> • be printed on letterhead, dated and signed, • confirm that you have the right to teach, • confirm you have never been found guilty of professional misconduct, • confirm that your authorization to teach has never been suspended or revoked. <p>The document must be sent directly to the Office of Teacher Certification by the institution issuing the statement, either by email or by mail. A statement in an envelope sealed by the institution will also be accepted.</p>
<input type="checkbox"/>	<p>Employability Status:</p> <p>Non-Canadians must submit a copy of their Permanent Resident Card or a copy of their Work Visa.</p>
<p>The Office of Teacher Certification reserves the right to request other documents.</p>	

Declaration

I certify that all information given on this application is true, correct, and complete to the best of my knowledge. I authorize any person, government, administration, educational institution, police force, military authority, governing body, or other organization enquired of under this authorization to provide the New Brunswick Department of Education and Early Childhood Development with all relevant information requested. I accept responsibility for advising the Department, in writing, of any change to the information contained in this application.

Signature	Date

Contact Information

<p>Mailing Address</p> <p>Office of Teacher Certification Department of Education and Early Childhood Development P.O. Box 6000 Fredericton NB E3B 5H1</p>	<p>Physical Address</p> <p>Office of Teacher Certification Department of Education and Early Childhood Place 2000 250 rue King Fredericton NB E3B 9M9</p>
<p>Tel.: 506-453-2785 Fax: 506-453-5349 teachercertification@qnb.ca</p>	

Important deadlines and information

- Certificate dated July 2: Apply before October 31 of the same year (provided coursework has been completed by August 31 of the same year).
- Certificate dated January 2: Apply before March 31 of the same year (provided coursework has been completed by December 31 of the previous year).
- Please ensure that all supporting documents are included when submitting your application. Files are not processed until all required documents are received by the Office of Teacher Certification. Allow 20 to 25 work days for processing after all documents have been received.