Reset

New Nouveau Brunswick

TEACHER'S CERTIFICATE LEVEL UPGRADE

Certification Request (Check appropriate box): ☐ **Level V** ☐ **Level VI**

Teacher Certification No.: (7 digits) _____

Name: _____
Surname Maiden First Name Middle Name

Date of Birth: _____ **E-mail:** _____
(YYYY) (MM) (DD)

Mailing Address: _____ **Telephone Numbers:**

_____ Home: _____

_____ Work: _____

_____ Cell: _____

Coursework completed:

A) **MASTER'S DEGREE**

Degree	University	Year

B) **NON-DEGREE PROGRAM**

Additional Major(s) or Minor(s):			
Courses		**Universities / Institutions**	**Years**
1.			
2.			
3.			
4.			
5.			
6.			
7.			
8.			
9.			
10.			
11.			
12.			

In addition to this completed form, it is the responsibility of the applicant to arrange for the following to be sent to the Office of Teacher Certification:

☐ **$70.00 payment**, in the form of a 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 credits have been transferred from one institution to another. Transcripts must be submitted in envelopes sealed by the institution in order to remain official. If submitting transcripts prior to graduation, please ensure all courses are graded and if a degree is intended, a cover letter from the institution's registrar's office indicating that the requirements have been met is included.

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.

_____ _____

Signature Date

Certificate dated July 2: Apply before October 31 of the same year (provided coursework has been completed by August 31);

Certificate dated January 2: Apply before March 31 of the same year (provided course work has been completed by December 31).

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

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