



Memo

Date: February 1, 2021
To: Deans and Directors, Faculties and Schools of Education
From: Dr. Derek Haime, OCT
Subject: New Temporary Certificate of Qualification and Registration

On January 31, 2021, the Ontario College of Teachers began to issue a new Temporary Certificate of Qualification and Registration (“temporary certificate”) to eligible students enrolled in an accredited Ontario teacher education program. Holders of this certificate will be members of the Ontario College of Teachers, and carry the same responsibilities of any Ontario certified teacher.

The Ministry of Education, with the support of the Ontario Association of Deans of Education and the Council of Ontario Directors of Education, requested the College create a certificate that would provide a pathway for teacher candidates enrolled in Ontario teacher education programs to help address the teacher shortage caused by the COVID-19 pandemic. This pathway would create a Temporary Certificate of Qualification and Registration (“temporary certificate”) and allow the holder to gain employment as an occasional teacher.

We would like to outline general information about the certificate and the certification process, offer guidance on the role and expectations of faculties of education in this endeavour, and outline processes and standards for faculties to follow when reporting teacher candidates for the certificate.

This certificate is viewed by the College as a temporary measure to address a short-term emergency teacher shortage in schools as a result of the COVID-19 pandemic. We view teacher candidates’ completion of their accredited programs, intact and as planned, as being of greatest importance. Our hope is that teaching occurring on the temporary certificate would be minimally disruptive to a candidate’s program of study, and to the delivery of faculties’ accredited programs. The primary intention of this initiative is to provide an additional supply of certified teachers for occasional teaching positions in Ontario boards of education, where occasional teachers are not otherwise available.

About the Certificate

The temporary certificate will have the same appearance as other College certificates, and certificate information and membership status will appear on the College’s public register at www.oct.ca.

The certificate will identify academic qualifications, include a notation that the holder's teacher education program is in progress, and convey the areas of study that are currently being completed in the candidate's initial teacher education program.

The certificate will be valid during 2021 only, and holders will be expected to complete their teacher education program and obtain a Certificate of Qualification and Registration before the end of the year.

The certificate is designed for teacher candidates who are expected to complete their programs by December 31, 2021, and who have already successfully completed at least some practice teaching in their program. Although this memo mainly references programs leading to General Study qualifications, the temporary certificate could be granted to teacher candidates completing programs in technological education, Native Languages, or in Indigenous education.

Three items must be submitted to the College for an applicant to be considered for the temporary certificate:

- A general application for a Certificate of Qualification and Registration, including all required documents and fees, provided by the applicant.
- An online "Request for Temporary Certificate" form to specifically request their application be considered for a temporary certificate, completed by the applicant.
- A report from the Dean or Director of the faculty of education, sent directly to the College using current reporting procedures, that confirms the eligibility of a teacher candidate for the temporary certificate, and listing the areas of study currently underway in their program, provided by the faculty.

Roles and Expectations of Faculties of Education

The College views faculties and boards of education as partners in this unique endeavour. We rely on the professional judgement of Deans in their reporting of candidates to the College for the temporary certificate. We acknowledge that this endeavour will require strong relationships and ongoing communication with boards of education. The following guidelines may be useful as policies and practices are developed at each faculty.

Reporting Teacher Candidates for the Temporary Certificate

Foremost, the reporting of teacher candidates for the temporary certificate is at the discretion of Deans of faculties of education.

The College expects that teacher candidates who are reported by Deans to the College:

- have made successful progress in their programs,
- hold an acceptable postsecondary degree (where applicable),
- have successfully completed a portion of their practicum, and
- are expected to complete their program of professional education by December 31, 2021.

The College expects that Deans will ensure all program requirements can be completed by candidates holding a temporary certificate within the format and structure of the program's accreditation. In the event that program modifications are required, these will be reported to the Accreditation Unit as part of COVID-19 Pivot Reporting accountability measures.

Under the regulation developed for the temporary certificate, teaching days using the temporary certificate can be counted towards meeting practicum requirements in the teacher education program. The College expects that this would be administered by faculties of education using existing practicum tracking mechanisms.

Teacher candidates who obtain a temporary certificate will still need to obtain a General Certificate of Qualification. Deans may wish to reinforce to teacher candidates that the temporary certificate is valid only during 2021, and all program requirements must still be met to obtain a General Certificate.

Deans and faculties of education will still be expected to report program completion and a recommendation for a General Certificate of Qualification and Registration to the College as usual, and following normal timelines and practices.

Again, Deans should be explicit in reinforcing their program expectations to teacher candidates who hold the temporary certificate, and adhere to the design, timing, format and structure of the program as originally accredited. In addition, Deans should consider difficulties that could arise for teacher candidates who hold a temporary certificate, and who choose to postpone program completion beyond the certificate's December 31, 2021 expiry date.

Candidates reported for a temporary certificate are not obliged to obtain that certificate.

Reporting Processes and Standards

Faculties will report candidates for the temporary certificate through the FacultyPlus section of the College's website (see [Reporting Schedule](#)). The file record layouts will not change. For the General Information File Record, the following codes should be used to identify candidates for the temporary certificate:

Degree/Diploma Code of Teacher Education Program:	TE401 (English) TE402 (French)
Program Status:	0 (zero)
Program Completion Date:	(date of report)
Education Program:	See "Degree/Diploma Code" section of Reporting Schedule

The codes for the Qualification Information File Record Layout remain the same. Please use the reporting date for the qualification "Issue Date."

Additional Information and Considerations

The College will make teacher candidates aware of the temporary certificate through general news, web postings and updates, and other materials.

If faculties wish to highlight the temporary certificate to teacher candidates, we have included sample text in the Appendix that you could use or adapt in local faculty communications to your candidates.

I hope that this information provides you and your colleagues with guidance on this new initiative. If you have questions regarding program accreditation, please do not hesitate to contact the College's Director of Standards of Practice and Accreditation, Demetra Saldaris, OCT, at dsaldaris@oct.ca. If you have questions regarding certification, please contact the College's Director of Membership Services, Linda Zaks-Walker, OCT, at lzakswalker@oct.ca. Both can also be reached by phone at (416) 961-8800, or toll-free in Ontario at 1-888-534-2222.

Copy: Ministry of Education
Registrars of Ontario Faculties of Education

Appendix: Sample Faculty Text for Teacher Candidates

TEMPORARY CERTIFICATE OF QUALIFICATION AND REGISTRATION

The Temporary Certificate of Qualification and Registration is a limited one-time, emergency measure designed to address severe teacher shortages in Ontario's public school system caused by the COVID-19 pandemic. The certificate is issued by the Ontario College of Teachers.

Who Can Apply?

Ontario teacher candidates can apply for the temporary certificate if they:

- are expected to successfully complete their initial teacher education program by December 31, 2021 and
- have, as of the date of their application, successfully completed a portion of the practicum*
- Have made satisfactory progress in their program*

*As determined by reports made by Faculties of Education to the College.

In order to be granted the temporary certificate, applicants must have also paid all necessary fees and meet all other applicable certification requirements.

What Can I Do With a Temporary Certificate?

The temporary certificate enables Ontario teacher candidates to be employed as occasional teachers on days that otherwise would have been designated as practicum days. This teaching experience may be used to satisfy practicum requirements, as determined by the faculty of education.

How Long is the Temporary Certificate Valid?

The temporary certificate can be granted on or after January 31, 2021 and expires on December 31, 2021, subject to the Mathematics Proficiency Test condition set out below. There are no extensions. The temporary certificate may be converted into a general Certificate of Qualification and Registration if the College receives satisfactory evidence that practicum and program requirements are completed before January 1, 2022.

Do I have to pass the Mathematics Proficiency Test?

Ontario applicants certified between January 31, 2021 and August 31, 2021 – An Ontario applicant who is required to pass the Mathematics Proficiency Test can be granted a temporary certificate with a condition to pass the test by August 31, 2021. If they do not pass the test by August 31, 2021, their certificate will expire and there will be no extensions. They cannot be granted another temporary certificate. They will be required to pass the test and meet all other applicable certification requirements **before** re-certification.

Ontario applicants certified between September 1, 2021 and December 31, 2021 – in order for an Ontario applicant who is required to pass the Mathematics Proficiency Test to be granted the temporary certificate between September 1, 2021 and December 31, 2021, they are required to pass the test **before** they can be granted a temporary certificate. They cannot be certified with a condition to pass the test.

Please see the College's information on the [Mathematics Proficiency Test](#).

For More Information

Full program information and application materials are available at the College's website, www.oct.ca.