# Teacher Credential Assessment Process for Nunavut

## Employment Requirements
Must be offered a teaching/ administrative NTA (Nunavut Teacher Association) position
Required: clear criminal record and vulnerable sector check

## Education Requirements
Bachelor of Education (or equivalent) approved by the Registrar

## Application & Documents for Interim Professional / Standard Certificate

**Applicant sends to Registrar:**
- ☐ A completed application
- ☐ Birth or citizenship certificate, permanent resident card or work visa/ permit
- ☐ $60 fee payable to the Government of Nunavut (*not applicable if you completed your teacher training in Nunavut*)
- ☐ Proof of name change (*if applicable*)
- ☐ Previous teaching certificates (*if applicable*)

**From previous employer(s)/ post-secondary institute(s) sent directly to Registrar:** (Only original certified copies from the issuing institution(s) will be accepted by the registrar)
- ☐ Statement of Experience (*from all previous employers, if applicable*)
- ☐ Post-secondary transcript(s)
- ☐ Statement of Professional Standing (*from all previous certification/ jurisdiction*)

## Credential Evaluation
Credential assessment by Registrar, Nunavut Educators' Certification Service
Requires all completed documentations (listed above) to be sent from original source
Temporary salary placement will be assigned by Regional School Operations (RSO) or Commission scolaire francophone du Nunavut (CSFN) at this time

**Interim Professional Certificate granted**

**Interim Standard Certificate granted**

**Certification Denied**

## Salary Placement through the RSO/CSFN
Registrar sends placement info to the RSO/ CSFN which is then forwarded to the teacher's assigned payroll officer to adjust his/her salary based on the NTA-GN collective agreement

## Re-certification
Interim certificate needs to be recertified after two years
Every five years after first recertification

## Salary Re-evaluation Request
If teacher acquires a new course or degree (at any time)