

# Frequently Asked Questions About Applying for TESL Canada Professional Certification

## **1. My TESL/EFL training is not from a TESL Canada Recognized Program. Do I have to start over?**

No. If you are not eligible under TESL Canada's certification scheme, you can apply to TESL Canada for certification – the application is available above – and be recommended to PLAR (Prior Learning Assessment Recognition). An independent institution will review your experience and training in order to determine equivalency. If they find a component lacking from your portfolio they will recommend the course(s) that will be required to meet the standard. Once you have been assessed through PLAR you will be granted certification if a) they deem your application is equivalent to our standards, or b) you satisfy the missing components in the prescribed length of time. The cost of the certification is \$90 plus GST and the cost of the PLAR assessment is \$290.

## **2. I have a Bachelor of Education degree and did my teaching practicum with children. Am I eligible for TESL Canada Professional Certification?**

No. TESL Canada Professional Certification is intended for ESL/EFL instructors teaching in adult learning environments. Please note that an adult classroom is defined as a classroom with five or more students where the 80% of the students are aged 18 or older. Provincial Teacher Colleges and provincial government regulatory bodies govern the certification of public school kindergarten to grade XII teachers.

## **3. I have been teaching EFL overseas, and would now like to be certified to teach in Canada. How should I apply?**

If you completed a non-recognized program see FAQ #1. Essentially the same standards for professional certification apply. Ensure your TEFL/ TESL training meets TESL Canada standards. Fill out an application form and include your official university transcripts, TESL certificate, documentation of your teaching experience and positive performance reviews. If you are applying from overseas, you will need to become a member of TESL Canada.

## **4. I completed a degree in another country, will TESL Canada accept my foreign education credentials?**

All applicants with university degrees completed outside Canada must provide a Canadian equivalency assessment of their university degree(s) as part of their application. Assessments may be completed by a recognized credential assessment service which are available across Canada. Examples of recognized assessment services are ICES (<http://www.bcit.ca/ices>), CES (<http://www.adm.utoronto.ca/ces>), and WES ([www.wes.org/ca](http://www.wes.org/ca)).

Please note, applicants do not need to provide TESL Canada with a copy of their foreign degrees (translated or not). It is the documented Canadian university equivalency that is the required document. We require the standard, document by document assessment, and not the comprehensive assessment.

## **5. How can I document my classroom teaching experience?**

Applicants need to provide documentation of adult ESL/EFL classroom teaching experience. (See the TESL Canada Professional Certification Checklist for the required number of hours per standard). Documentation can consist of teaching contracts, employment records, letters from supervisors indicating the number of hours taught at the school, or even pay stubs.

## **6. How long does the application process take?**

We strive to have applications processed within four weeks of receipt. Applications which are missing required documentation often take longer, as contact has to be made with the applicant, the missing documentation or information requisitioned, then subsequent submissions added to the file. TESL Canada will keep applications on file open for a period of six months awaiting missing information or documentation, after which point certification may be refused.

## **7. What does “proof of membership in a TESL Canada Provincial/Territorial organization” mean?**

TESL Canada certification is a service offered to its members. To qualify as a TESL Canada member, you must be a member of your provincial/territorial organization. See Provincial/Territorial map on the Home Page. Contact your provincial organization and become a member before you submit your application for certification. If you reside outside of Canada, you must complete page 12 of the application form. Proof of membership must include original membership card/receipt or a direct e-mail from your Provincial or Territorial association indicating that you are a member in good standing.

## **8. Can I count my ESL teaching hours in a K-12 classroom if my students were over the age of 16?**

No. The curriculum in the K-12 system is designed for youth, their needs and developmental stages. Adult curriculum addresses different needs and concerns.

## **9. I took a CELTA Certificate from a non-recognized institution, can I still be Certified by TESL Canada?**

Yes. If you have completed a CELTA Certificate Program at an institution not recognized by TESL Canada you can apply for Certification through the regular application process. An additional administrative fee of \$100 will be charged in these cases in order for TESL Canada administration to review information regarding the program that would have otherwise been submitted if the program had been through the TESL Canada Teacher Training Program Recognition process. Provided the CELTA Program is assessed at TESL Canada Standards, the applicant will be granted TESL Canada Certification without being referred to PLAR (Prior Learning Assessment Recognition).

**If you have a question that is not answered in the FAQs, please email [certification@tesl.ca](mailto:certification@tesl.ca).**