



TO BE COMPLETED BY THE APPLICANT PRIOR TO FORWARDING TO THE SUPERINTENDENT OF SCHOOLS, AN INDEPENDENT SCHOOL AUTHORITY, OR A FIRST NATIONS COUNCIL.

Title (Mr., Ms., etc.) Date of Birth (YYYYMMDD) Gender M F File/Certificate #: If this is your first application for a BC teaching certificate, please leave this space blank.

Given Names (Please Print) Surname (Please Print)

RECOMMENDATION IS MADE BY THE SUPERINTENDENT OF SCHOOLS, INDEPENDENT SCHOOL AUTHORITY, OR A FIRST NATIONS COUNCIL FOR THE ISSUANCE OF A LETTER OF PERMISSION FOR TEACHING FOR THE PERSON NAMED ABOVE.

Public School District No.: Independent School Authority No.: Name of District, Authority, or First Nations Council:

School Name:

School Address:

Appointment Start Date (YYYYMMDD) Appointment End Date (YYYYMMDD)

I hereby assure the Ministry of Education that:

- I have no knowledge of any facts that would make the applicant an inappropriate person to work with children; and
I am satisfied that the applicant is of good character.

I further assure the Ministry of Education that:

- the position described in this application has been extensively advertised both within the School District/School Authority/First Nations Council and externally;
the School District/School Authority/First Nations Council has been unable to recruit a certificate holder for the position; and
the School District/School Authority/First Nations Council will make provisions for supervising and supporting the uncertified person until a certified qualified teacher can be recruited.

Superintendent, School Authority, or First Nations Council Chairperson: (Please print name)

Signature: Date:

Letter of Permission Contact Name: (Please print name) Phone: (with area code) Ext:

# Application for a Letter of Permission

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Describe the advertising (enclose copies) that the School District, School Authority, or First Nations Council has undertaken to seek a qualified applicant eligible for or holding a BC certificate and describe the response received:

	Start Date to End Date (YYYYMMDD – YYYYMMDD)	Publications	No. of Responses
Internal Advertising:	/ / - / /	_____	_____
	/ / - / /	_____	_____
	/ / - / /	_____	_____
Public Advertising:	/ / - / /	_____	_____
	/ / - / /	_____	_____
	/ / - / /	_____	_____

Were any of the responses from persons holding valid BC teaching certificates or certified to teach in another jurisdiction? Yes  No

If any certified teachers applied for this position, for each teacher please submit your rationale for not assigning them to this position directly to the Teacher Regulation Branch. The rationale must indicate:

- Name
- Professional Experience, and
- Certification Information
- Detailed reasons for not hiring the certified teacher
- Qualifications

Please describe the school and the community in which it is situated. Describe any unique circumstances relevant to this application.

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Please provide a brief description of the position and indicate the suitability and qualifications of this applicant:

Description: \_\_\_\_\_ % FTE

Suitability: \_\_\_\_\_

\_\_\_\_\_

Qualifications: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**LETTERS OF PERMISSION ARE ISSUED ONLY UNTIL THE END OF THE SCHOOL YEAR AND CANNOT BE EXTENDED WITHOUT REAPPLICATION.**