



MANDATORY Criminal Record Checks (CRC) are required FOR ALL TEACHER CANDIDATES

ALL Teacher Candidates, regardless of the year of study you are presently in, must procure a Criminal Record Check or CRC.

First year Teacher Candidates - please deliver an original document of your criminal record check to your Cohort Coordinator who will deliver it to the school division office in which your partnership school is located. .

Interning Teacher Candidates - please deliver an original document of your criminal record check to Dianne Sander in the Programs Office by June 30 for Term One and prior to Nov. 30th for Term Two. She will send it to the school division in which you will be doing your internship.

1. The criminal record check (CRC) must be an original document that is dated within three months of the start date for field experiences and includes a vulnerable sector check.
2. **You will not be allowed to enter the school to student teach or intern without your clean CRC being delivered to the appropriate location.**
3. CRC's can be obtained from the local city police or the RCMP in your area and take about two weeks to process. Suggestion: get three originals so that you can retain some for future use.
4. The costs for the CRC are to be paid by the applicant.
5. Verbal reporting of any new criminal charges must be done (no later than two working days after being charged) to the Director of Education and be followed immediately by a written report of same. Relevant circumstances may be stated at that time so that the Director or a designate can investigate them.

If You Have a Criminal Record

Teacher candidates with a criminal record are advised to seek advice as to whether they will be eligible to student teach, intern in schools or teach once they graduate. You are advised to apply for a pardon as soon as possible. Further information regarding eligibility to receive certification and application for a pardon can be found at:

<http://www.npb-cnrc.gc.ca/pardons>

- Click on Pardons in the top box for more information