



QECO BULLETIN

Exciting new changes!

Since the last QECO Bulletin we have made a number of important changes to serve you better. The website has been reorganized and given a fresh, new look. We have also developed a new set of forms you can use to apply for QECO services. You will find the new forms online.

We have also made some internal office changes that will mean quicker and more responsive service for you.

Everything we do at QECO is dedicated to providing you with the best possible service, and ensuring that you reach the highest possible category placement. Please take a moment to review QECO Bulletin and circulate it among your colleagues who are still advancing toward Category A4. And do take a moment to visit us at our website: www.qeco.on.ca

Ken Collins
Executive Director

IMPORTANT TO KNOW:

CHANGES TO APPLICATIONS

Interested in upgrading? We've made a number of changes to our application forms – and the application process – that you should know about.

New application forms

Since the fall, applicants to QECO have had the choice of five new application forms. Initial teacher application forms, as well as student and re-evaluation forms, have been redesigned in a new, easier to complete format. Two new forms have also been created – one specifically for Technological Studies teachers and another for all teachers wishing formal upgrading advice.

Added support

Our new online application forms feature click-on information boxes you can use for guidance as you complete your form electronically. When

you're done, you simply print out the completed form, add your signature and application date, and mail it to QECO along with any required supporting documents.

Password assisted

If you are completing your form online, there is the added convenience of being able to save and close your application, or re-enter your application all with the use of your email address and a password. For example, you could begin your application during recess, turn off the computer when classes resume, and come back to it after school or even next week. Or, if you feel you missed something on your application, you can go back at a later date and edit your responses on the form.

International form

Initial and Student forms have a special section designed for teachers educated outside of Canada and the United States which requests academic information that will help them obtain the highest possible QECO evaluation.

Not in A4 yet? Apply every year!

We all know that rapid change in education is a constant and many of the factors that affect your QECO category placement can change just as rapidly. These include:

- Ongoing recognition of new acceptable academic institutions, both domestic and abroad
- Changes that affect the acceptability of some course providers
- Changes with the increase in Additional Qualification course providers
- Legislative changes which can all have an influence on teachers' upgrading routes.

QECO strongly urges all teachers who have not yet reached Category A4 to formally apply for upgrading advice or for re-evaluation on a regular basis – each year – to ensure they are following the most direct route to a higher category. This advice is particularly important to teachers whose academic qualifications were obtained outside of Ontario.

Remember too that requesting regular upgrading advice can only be of advantage to a teacher – you cannot adversely affect your progress or status by asking for advice!

OUR NEW WEBSITE

Our new website makes it easier than ever to get information about QECO, and streamline the application process.

On the new site you will find separate sections for teachers and for students, as well as an updated FAQ section. You can find out about current application processing time, and learn about news and timely events on the front page. We've also made past issues of QECO Bulletin available for download.

If you haven't seen the new site, we welcome you to visit!



NEW:

Track your application status online

There is no need to spend precious time calling QECO about whether your application has been received or when it will be processed. Our new website includes a feature that allows all applicants who filled out their forms online to track their application in seconds. With only a couple of keystrokes, you can now verify that the application has been received and what stage of processing it is at, right up to the mailing date.

APPLICATION DEADLINES MATTER!

Most collective agreements have clauses dealing with dates by which

a QECO category placement must be submitted. It is your responsibility to be aware of your board's deadlines and plan upgrading and possible category changes accordingly. Keep in mind that, depending on the volume of applicants at any one time, an application to QECO may take an average 12 weeks to process.

International applicants: Visiting the QECO office

Teachers who received formal education outside of Canada and the United States are invited to visit the QECO office to submit their applications and to have their original documents verified, if they do not wish to part with their originals. If you are visiting the QECO office in person and were



educated outside of the United States or Canada, remember that you will need:

- All the original documents and translations as requested on the "Internationally Educated" section of the QECO website
- Photocopies of all those documents (if you wish to keep the originals)
- A completed application form (including completion

of the Summary of Educational Experience form).

Remember, it's always a good idea to visit early in the day, to allow enough time for QECO staff to help you. Arriving prepared with all required documents, photocopies and a completed application form will also help to reduce your wait time, and help us to serve you better.

Quick Links: Find it on the web

QECO
www.qeco.on.ca
OCT
www.oct.ca
AEFO
www.franco.ca/aefo
ETFO
www.etfo.ca
OECTA
www.oecta.on.ca
Teach in Ontario
www.teachinontario.ca
OTF
www.otffeo.on.ca



Who is QECO?

The Qualifications Evaluation Council of Ontario is owned, operated and managed by teachers. It is governed and financially sponsored by three of the four teacher affiliates in Ontario. They are:

- L'Association des enseignantes et des enseignants franco-ontariens (AEFO)
Paul Taillefer, *President*
Laurent Joncas, *General Secretary*

- The Elementary Teachers' Federation of Ontario (ETFO)
David Clegg, *President*
Gene Lewis, *General Secretary*
- The Ontario English Catholic Teachers' Association (OECTA)
Elaine MacNeil, *President*
Greg Pollock, *General Secretary*