

# Internationally Trained Teachers (ITT) International Teaching Experience Record

ITT applicants must confirm international teaching experience by providing original letter(s) on official letterhead from previous employers that state that the applicant has worked as a teacher. An original official translation of the letter is also required if the letter is not written in English. Photocopies of letters are not acceptable.

Please complete and submit (address below) this form, showing the details of your international teaching experience, and to let us know the employers from whom we can expect to receive a letter. Complete a new box for each international school experience. Include the last two experiences only.

Education Registrar's Office  
Faculty of Education  
Duncan McArthur Hall, Room A112  
512 Union Street, Queen's University  
Kingston, ON, Canada K7M 5R7

**DEADLINE for submission of this form and original letters  
15 December 2011**

OUAC Reference Number: 2012- \_\_\_\_\_

Last Name: \_\_\_\_\_

First Name: \_\_\_\_\_

## Experience #1

Name of school where you taught _____	
Number of years' teaching at the school _____	
Age(s) of students taught _____	Subjects taught _____
<b>School Administrator who can verify the information above</b>	
Administrator's Name: _____	
Address _____	
_____	
_____	
Telephone _____	Email _____

## Experience #2

Name of school where you taught _____	
Number of years' teaching at the school _____	
Age(s) of students taught _____	Subjects taught _____
<b>School Administrator who can verify the information above</b>	
Administrator's Name: _____	
Address _____	
_____	
_____	
Telephone _____	Email _____

I hereby certify that all statements are correct and complete. I understand that I may be required to supply documentation at some future date to substantiate my claim(s) and that any misrepresentations of this data may result in cancellation of my admission or registration status.

Agree

Disagree

The personal information collected on this form is collected under the legal authority of the Royal Charter of 1841, as amended. The personal information collected on this form will be used to maintain data on Aboriginal admission. If you have any questions or concerns about the information collected or how it will be used, please contact the FIPPA representative, Dr. Ruth Rees at (613) 533-3022.