

## **Policy Manual – Human Resources**

### **H.T.04 Teachers – Initial Requirement for New Personnel and Certification - PROCEDURES**

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A teacher shall be prepared to submit to the Board the following:

1. A valid certificate or interim certificate of qualification from the Ontario College of Teachers.
2. Unless otherwise approved by the Board, a teacher will be a Roman Catholic or a Byzantine Rite Catholic.
3. All documents related to previous experience and qualifications.
4. Completed pastoral reference.
5. Proof of Canadian citizenship or Landed Immigrant status.
8. Criminal reference check.
9. Agreement to comply with the religion requirements as set forth by the Board.
10. Any other information that may be required by the Board.