

Selecting a Credential Evaluation Process

Background Information

If you received your training outside of British Columbia it will need to be assessed to determine equivalency. Equivalency is determined based on the following criteria:

- Some or all of the required instructional content have been covered (i.e. child development, child guidance, curriculum development, etc.).
- The training institution is recognized by the government of the province, state or country in which the training institution is based.
- The admission requirement for the program or course is the completion of secondary education or a school leaving certificate.
- The training was more than 120 hours of instruction.
- Ability to access transcript from training institution.

There are three routes to have your credentials and/or competency assessed. They are as follows:

Option One

Out of Country

If your training was completed out of country and it meets all of the above requirements the process is as follows:

- Credential evaluation through the International Credential Evaluation Service. There is a cost for this service but applicants may receive a fee waiver if they contact the ECE Registry. ([link to ICES application form](#))
- Submission of a Program Confirmation Form completed by your training institution that is forwarded directly by the training institution to the Early Childhood Educator Registry. (pdf of Program Confirmation Form)

Out of Province of British Columbia

If your training was completed within Canada and it meets all of the above requirements the process is as follows:

- Submission of an official transcript from your training institution.
- Submission of a Program Confirmation Form completed by your training institution that is forwarded directly by the training institution to the Early Childhood Educator Registry. (pdf of Program Confirmation Form)

Applicants certified by the Province of Alberta

If you have been issued a Level One, Two or Three by the Province of Alberta the process is as follows:

- Submission of a photocopy of your transcript.
- Submission of the original or a certified true copy of your certification from the Province of Alberta.
- A letter from your training institution confirming completion of an infant/toddler practicum if applicable.

Option Two

Alternatively, you can contact a training institution in your area, approved by the Early Childhood Educator Registry to offer early childhood education, to discuss an academic assessment of your training.

Option Three

Prior Learning Assessment is a process that allows applicants the opportunity to demonstrate their knowledge through challenge exams, portfolio submissions and demonstrative practicum. This option is appropriate for applicants when:

- The training institution where they completed their training at is not recognized by the government of the province, state or country.
- The admission requirement for the program or course was not the completion of secondary education or a school leaving certificate.
- The training was less than 120 hours of instruction.
- The training institution they attended is no longer in existence or is unable to provide them with an official transcript.

Please contact Northern Lights College or Douglas College for further information regarding Prior Learning Assessments.