Career Map
for Internationally Educated
Early Childhood Educators
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Fall 2016
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About the Profession

Early Childhood Educators

Early childhood educators in Ontario are regulated by the College of Early Childhood Educators (the College) under the Early Childhood Educators Act, 2007 (www.ontario.ca/laws/statute/07e07).

You can only call yourself an “early childhood educator” (ECE) or “registered early childhood educator” (RECE), or their French equivalents, if you are registered as a member of the College. These titles are protected under the Early Childhood Educators Act, 2007, which means that only members of the College can use these titles. See the College’s Professional Advisory about protected titles and designations (www.college-ece.ca/en/Members/Resources) for more information.

Early Childhood Educators work with children from infancy to age 12, including children with special needs. They plan, organize and deliver inclusive play-based activities that help children develop intellectually, physically, socially, and emotionally. Their job duties include:

- Assessing children’s developmental needs and stages;
- Planning and delivering activities that help children make developmental progress;
- Maintaining healthy emotional and social learning environments for children; and
- Assessing children’s progress and communicating with parents, persons with legal custody of the children, and supervisors about children’s developmental progress.

Practice Settings

Early childhood educators work in different places such as:

- Licensed child care centres
- Licensed homes providing child care
- Private homes providing child care
- Before and after school programs
- Hospital child life programs
• Nursery schools
• Education programs for children with special needs
• Schools – in kindergarten and primary grade classrooms
• Parent cooperative centres
• Pediatric playrooms
• Ontario Early Years Centres (OEYCs) and family resource centres
• Community centre children’s programs
• Parent/child/caregiver drop-in programs

Many of the practice settings listed above are governed by other provincial laws and regulations. Early childhood educators are expected to follow any laws and regulations that apply to their work place. For example, the Child Care and Early Years Act, 2014 (CCEYA) (www.edu.gov.on.ca/childcare/) sets requirements for unlicensed child care, home child care providers contracted by a licensed agency, licensed home child care agencies, and licensed child care centres.

To explore these practice settings and child care options, visit Ontario’s Ministry of Education website (www.edu.gov.on.ca/).

Professional Associations

There are two professional associations for early childhood educators in Ontario. Both of these association advocate on behalf of people working in the field of early childhood education and provide professional development opportunities to their members. They do not have any regulatory powers.

The Association of Early Childhood Educators Ontario (AECEO) has worked to create awareness and respect for the education and care of young children in Ontario since the 1950’s. For more information, visit the AECEO website (www.aeceo.ca/).

L’Association francophone à l’éducation des services à l’enfance de l’Ontario (Aféseo) is the French language professional association for Early Childhood Educators in Ontario. For more information, visit the Aféseo website (www.afeseo.ca/).
The College of Early Childhood Educators (the "College") is the organization that regulates early childhood educators in Ontario.

Currently, the College has more than 50,000 members. The role of the College is to protect the public by:

- Making sure that only qualified individuals register as members;
- Keeping a public register of its members;
- Establishing a Code of Ethics and Standards of Practice for early childhood educators;
- Investigating complaints from the public about the conduct of its members and, if necessary, disciplining members;
- Setting standards of practice that all early childhood educators must meet; and
- Ensuring that members of the College will provide a high standard of early education and care for children.

As previously noted, you must be a registered member of the College to:

- Call yourself an “early childhood educator” (ECE) or a “registered early childhood educator” (RECE), or their French equivalents, in Ontario, and
- Perform the duties that are within the scope of practice of early childhood education as described in the Early Childhood Educators Act, 2007 (www.ontario.ca/laws/statute/07e07).

Visit the College's website (www.college-ece.ca/en/About-Us/Purpose-and-Mandate) to learn more about its purpose and mandate.

Requirements for Registration with the College

All applicants, whether educated in Ontario, elsewhere in Canada, or in another country, must meet several requirements in order to be eligible for registration with the College. All of the following requirements must be met for registration:

A) Education
B) Language fluency
C) Eligibility to work
D) Conduct
E) Complete application form and fees
F) Supporting documentation, as required, for requirements A-D

A) Education

To become a registered member of the College, you need to have a diploma or degree from a program related to the practice of early childhood education from a recognized post-secondary institution. The program must be at least four semesters in length with a minimum of 1,200 hours of instruction in early childhood education.

Applicants have a few options for meeting the education requirement for registration. The standard option is having a diploma from a program in early childhood education offered by an Ontario College of Applied Arts and Technology (OCAAT).1

Applicants who are internationally educated must undergo the College’s individual assessment of educational qualifications. The purpose of the assessment is to determine if the combination of the applicant’s post-secondary education and experience is equivalent to that obtained for an OCAAT diploma.

The individual assessment uses criteria based on the *Early Childhood Education Program Standard* (2012) approved by the Ontario Ministry of Advanced Education and Skills Development. The criteria are organized into four areas, each of which are outlined below. Applicants undergoing an individual assessment must meet criteria in all four areas in order to meet the education requirement for registration with the College. For more details and up-to-date specifics about the criteria, please refer to the College’s online resources about the individual assessment process (www.college-ece.ca/en/Become-A-Member/Individual-Assessment).

1) Vocational Learning Outcomes - Your academic program, together with any other courses from post-secondary institutions you completed, demonstrate the achievement of all vocational learning outcomes related to the practice of early childhood education. An up-to-date list of the vocational learning outcomes is included in the College’s online resources.

2) General Education - Your academic program, together with any other courses from post-secondary institutions you completed, must include some general education courses. These general education courses must meet certain criteria,

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1 To find a list of Ontario Colleges of Applied Arts and Technology, visit the [Ontario Colleges website](http://www.ontario.ca/page/ontario-colleges).
including the number taken, number of hours of instruction for each, and goals. Your general education course credits cannot be used to meet the vocational learning outcomes. An up-to-date list of the criteria for general education courses is included in the College’s online resources.

3) Essential Employability Skills – Your academic program, together with any other courses from post-secondary institutions you completed, and your experience should also provide evidence that you achieved essential employability skills in several areas. An up-to-date list and description of these areas is included in the College’s online resources.

4) Practical Experience – The College will assess your practical experience to determine if it is equivalent to the field placement (practicum) required by a four-semester diploma program in early childhood education offered at an OCAAT. Your practical experience in early childhood education must meet certain criteria, including but not limited to working with certain age groups, fulfilling a minimum number of hours, and occurring under the supervision of a qualified educator. An up-to-date list and description of the criteria is included in the College’s online resources.

Your practical experience combined with the course content of your academic program must relate to all three age groups.

- Infant/toddler (birth to 30 months)
- Pre-school (30 months to 6 years)
- School age (44 months to 13 years)

For up-to-date information about each requirement of the assessment criteria, please refer to the College’s online resources and the College’s Policy regarding Assessment of Educational Qualifications of Applicants under Section 7.1.iv. of Registration Regulation on the College’s website (www.college-ece.ca/en/Documents/Policy_regarding_Assessment_of_Educational_Qualifications_of_Applicants.pdf).

B) Language Fluency

ECEs need to be able to communicate effectively, in either English or French, with parents, colleagues, and children.
If you have a degree or diploma in early childhood education from a program where the language of instruction was entirely in English or French, you do not need to provide evidence of your language proficiency.

If the language of instruction of your program was not English or French, you need to demonstrate language proficiency in English or French by meeting the minimum scores on a language test, as approved by the College.

For an up-to-date list of the tests and scores that are accepted by the College to demonstrate proficiency in English or French, refer to the College’s Policy regarding Language Fluency (www.college-ece.ca/en/Documents/CECE%20Policy%20regarding%20Language%20Fluency.pdf).

To find resources to help you improve your English or French, please visit the Language Training section of the www.ontarioimmigration.ca website (www.ontarioimmigration.ca/en/learn/index.htm).

C) Eligibility to Work

You must be a Canadian citizen, permanent resident of Canada, or be under the Immigration and Refugee Protection Act (Canada) to engage in employment within the practice of the early childhood education profession.

D) Conduct

All applicants must disclose certain information about their past and present conduct as it relates to them, whether the experiences occurred in Ontario, elsewhere in Canada, or in another country. The information also includes, but is not limited to, information from other professional regulatory authorities and information about the practice of the early childhood education profession or any other profession.

The application form includes a 'Declaration of Conduct' section. Applicants must answer each of the questions listed in that section.

If applicants answer “yes” to any of the questions on the declaration, they will need to provide additional information, as required by the College. The College will consider and assess whether the conduct is significant to the practise of the early childhood education profession.
E) Complete Application Form and Fees

Applicants must submit a complete application form and pay the application and registration fees. Applicants are responsible for any additional costs associated with the application process (e.g., credential assessment fee, costs for language proficiency testing, translation of documents).

The College has developed application forms depending on the applicant’s location of studies in early childhood education and type of post-secondary institution. For example, applicants, who completed their studies in early childhood education outside of Canada, must complete the application form for internationally-trained applicants. To download an application form, please visit the College’s website (www.college-ece.ca/en).

F) Supporting Documentation, as Required

The College may require additional information and documentation to assess an applicant’s qualifications and determine whether they meet all requirements for registration. In these cases, applicants must make arrangements to have the additional information or supporting documentation sent to the College. If applicants cannot obtain the necessary documents for reasons beyond their control, they are to contact the College.

In summary, in order to become a member of the College, you must meet all of the registration requirements – education, language fluency, proof of eligibility to work, conduct and character, complete application form and fees, and supporting documentation (as required).

Your Path to Gathering Documentation and Applying to the College of Early Childhood Educators

This section explains the general steps internationally-educated applicants need to take to gather documentation and apply to the College of Early Childhood Educators.

1. Proof of educational qualifications
2. Proof of language fluency
3. Proof of eligibility to work
4. Application to the College
5. Outcomes of the application process

For more information about the application process, visit the Individual Assessment of Educational Qualifications section of the College’s website (www.college-ece.ca/en/Become-A-Member/Individual-Assessment) to download the Application Form and Guide.

Please note: Submitting the application form, required fees, and required documentation does not guarantee registration with the College. The College will assess all information submitted to determine if you meet the requirements for registration. All registration requirements (outlined in the previous section) must be met in order for you to be eligible for registration.

1) Proof of Educational Qualifications

Before internationally-educated applicants apply to the College, they need to have their international academic credentials verified and authenticated by a third party assessment agency. You can do this before or after you come to Ontario.

As a first step, you must submit your academic credentials to World Education Services (WES) (www.wes.org/ca). The purpose of the WES evaluation is to inform the College on how qualifications obtained outside Canada compare to those obtained in Canada. WES offers expert advice and their assessments are advisory only. They do not guarantee admission at post-secondary institutions, licensure or registration with a regulatory body, or general employment.

WES will evaluate your credentials and send an academic credential evaluation report and accompanying documents directly to the College. Currently, the College requires an International Credential Advantage Package (ICAP) Document-by-Document Credential Evaluation Report from WES. The College will take the WES evaluation report into consideration. However, the College will make its own decision about whether your educational qualifications meet the education requirement for registration with the College.

In order for WES to evaluate your credentials, you must send certain documentation to WES. You must also have your educational institution send certain documents directly to WES.

WES has specific guidelines, depending on the country where your educational institution is located. It is important that you follow the specific guidelines for your country. For information regarding country-by-country document requirements, please visit www.wes.org/required/.
Contact WES to learn more about WES credential assessments and fees at:

World Education Services (WES)
2 Carlton Street, Suite 1400
Toronto, ON M5B 1J3
CANADA
Email: www.wes.org/ca/support/
Website: www.wes.org/ca

2) Proof of Language Fluency

As noted in the previous section, if the language of instruction of your early childhood education program was not English or French, you will need to demonstrate language proficiency by way of achieving the minimum required scores on language proficiency tests, as approved by the College. Original scores must be submitted directly to the College by the testing centre. Scores more than two years old will not be accepted by the College.

3) Proof of Eligibility to Work

As noted in the previous section, applicants must demonstrate proof of eligibility to work in the early childhood education profession. This requirement can be demonstrated in one of the following ways:

- Canadian citizenship
- Permanent resident of Canada
- Authorization under the Immigration and Refugee Protection Act (Canada) to engage in employment within the practice of the early childhood education profession.

The College’s application form and guide provide details about what supporting documentation to provide as evidence of eligibility to work in the profession.

4) Application to the College

Applicants who are internationally educated must apply to the College using the application form for the individual assessment of educational qualifications.

The individual assessment of educational qualifications process has two phases:
Phase 1 determines if your program meets the minimum educational requirements. Your application will also be reviewed to determine if you meet the other requirements for registration with the College.

Phase 2 determines if your educational qualifications and work experience in the practice of early childhood education meet the education requirement for registration with the College.

Each phase involves the submission of information and documents to the College. Details about what documentation needs to be submitted in which phase are provided on the College’s website. Specific documentation requirements can differ between applicants as they depend on the applicant’s individual circumstances.

You may apply to the College at any time. Visit the Individual Assessment of Educational Qualifications (www.college-ece.ca/en/Become-A-Member/Individual-Assessment) section of the College’s website (www.college-ece.ca/en/Become-A-Member/Individual-Assessment) to download the Application Form and Guide. These documents provide details about what each phase involves, including the documentation that needs to be submitted to the College.

Alternatively, you can telephone (416-961-8558 or toll-free in Canada: 1-888-961-8558), fax (416-961-8772) or email the College (info@college-ece.ca) and request an application package to be mailed to you.

Please note: During Phase 1 or Phase 2, if any of your documents are not in English or French, you also need to provide original translations by a translator acceptable to the College. Translations must include the seal and contact information of the translator or agency. You can have your documents translated by:

- An accredited translator through the Association of Translators and Interpreters of Ontario (ATIO) (www.atio.on.ca) or COSTI Immigrant Services (www.costi.org);
- A Canadian embassy, consulate, or high commission in the country from which you emigrated; or
- The consulate, high commission, or embassy to Canada of the country that issued your documents.

5) Outcomes of the Application Process

For Phase 1, if the College determines that you:
• Meet the criteria for Phase 1, the College will notify you that your file will be assessed in Phase 2, and will request additional documents.

• Do not meet the minimum requirements for Phase 1, the College will issue a proposal to refuse you a Certificate of Registration and your registration fee will be refunded.

If, at the end of Phase 2, the College determines that you meet all of the requirements for registration with the College, the Registrar may do one of the following:

• Issue you a Certificate of Registration, or

• Issue you a Certificate of Registration subject to terms, conditions or limitations. For example, this may occur if you hold a valid work permit that authorizes you to work in Canada.

If, at the end of Phase 2, the College determines that you do not meet one or more of the registration requirements, the Registrar may do one of the following:

• Issue you a Certificate of Registration subject to terms, conditions, or limitations; or

• Propose to refuse to issue a Certificate of Registration. The College will refund the registration fee of $150. You will receive written reasons for the Registrar’s decision.

If the College does not approve your application for registration, you will have the option to request a review by the Registration Appeals Committee. This committee is responsible for reviewing registration applications, at the request of applicants, once the College’s Registrar has proposed to refuse to issue a Certificate of Registration to the applicant.

For more information about requests for review by the Registration Appeals Committee, including forms, fees, supporting documentation, and timeframes, visit the FAQs section of the College’s website (www.college-ece.ca/en/Become-A-Member/Registration-Appeals-FAQs).

Additional Resources about the Application Process

You may have questions about the registration process in Ontario. To view the most common questions and responses for applicants, please visit the following pages on the College’s website:
Labour Market and Employment Information

If you are planning to settle in Ontario, it is a good idea to get familiar with the local labour market in your destination community. That information will give you a detailed description of your profession and a good sense of the job prospects in your field to help you make informed decisions about your employment search.

Here are a list of resources that provide Ontario labour market information, including current industry trends, job salaries and work conditions, where to find employers, and what skills and training employers are looking for:

- Ministry of Advanced Education and Skills Development Labour Market Information (www.tcu.gov.on.ca/eng/labourmarket/)
- Ministry of Advanced Education and Skills Development Ontario Job Futures (www.tcu.gov.on.ca/eng/labourmarket)
- Government of Canada Job Bank (www.jobbank.gc.ca)
- Settlement.org Labour Market Information (http://settlement.org/ontario/employment/working-in-canada/labour-market-information/)

Finding a Job in Early Childhood Education

Below are just some of the places where you may find information about jobs in the early childhood education sector:
The professional associations – AECEO (www.aecce.ca/) and Aféseo (http://afeseo.ca/) – that advocate on behalf of early childhood educators in the province;

Licensed child care facilities (www.ontario.ca/page/find-and-pay-child-care) in your community;

With full-day early learning for kindergarten children, many early childhood educator jobs have been created. Try approaching your local Board of Education (www.edu.gov.on.ca/eng/sbinfo/boardList.html);

Visit Ontario’s Ministry of Education website (www.edu.gov.on.ca/) to learn more about child and family programs in your area, including Ontario Early Years Centres, where children up to the age of six and their parents or caregivers take part in activities together;

Visit the Find a Job section of the settlement.org website (http://settlement.org/ontario/employment/#FAJ) for more information on finding employment in Ontario;

The Association of Day Care Operators of Ontario’s job bank (www.adco-o.on.ca/careeropportunitiesc168.php)%20for%20ECEs)

The classified ads in local newspapers.

For More Information

You may find the following contacts and resources useful in your path to establishing your career in early childhood education in Ontario.

For more information on regulatory bodies and professional associations in Ontario, contact:

College of Early Childhood Educators (CECE)
438 University Avenue, Suite 1900
Toronto, ON M5G 2K8
CANADA
Telephone: 416-961-8558
Toll-free: 1-888-961-8558
Fax: 416-961-8772
Email: info@college-ece.ca
Website: www.college-ece.ca
Association of Early Childhood Educators Ontario (AECEO)
489 College Street, Suite 206
Toronto, ON M6G 1A5
CANADA
Telephone: 416-487-3157
Toll-free: 1-866-932-3236
Fax: 416-487-3758
Email: info@aeceo.ca
Website: www.aeceo.ca

L’Association francophone à l’éducation des services à l’enfance de l’Ontario (Aféseo)
135, Alice Street, Suite 222
Ottawa, ON K1L 7X5
CANADA
Telephone: 613-741-5107
Fax: 613-746-6140
Email: communications@afeseo.ca
Website: www.afeseo.ca

For more information on credential assessment services, contact:

World Education Services (WES)
2 Carlton Street, Suite 1400
Toronto, ON M5B 1J3
CANADA
Email: www.wes.org/ca/support/
Website: www.wes.org/ca

For more information on translation services in Ontario, contact:

Association of Translators and Interpreters of Ontario (ATIO)
1 Nicholas Street, Suite 1202
Ottawa, ON K1N 7B7
CANADA
Telephone: 613-241-2846
Toll-free: 1-800-234-5030
Fax: 613-241-4098
Email: info@atio.on.ca
Website: www.atio.on.ca
COSTI Immigrant Services
1710 Dufferin Street
Toronto, ON M6E 3P2
CANADA
Telephone: 416-658-1600
Email: info@costi.org
Website: www.costi.org

For language proficiency testing, contact:

**Test of English as a Foreign Language (TOEFL)**
Website: [www.toefl.org](http://www.toefl.org)

**International English Language Testing System (IELTS)**
Website: [www.ielts.org](http://www.ielts.org)

**CanTest/TestCan**
Website: [www.cantest.uottawa.ca](http://www.cantest.uottawa.ca)

For government contacts on accessing professions and trades in Ontario, contact:

**Ministry of Citizenship and Immigration**
Global Experience Ontario (GEO)
Telephone: 416-327-9694 or 1-866-670-4094
TTY: 416-327-9710 or 1-866-388-2262
Email: GEO@ontario.ca
Website(s): [www.ontarioimmigration.ca/en/geo/index.htm](http://www.ontarioimmigration.ca/en/geo/index.htm)
or [www.ontario.ca/globalexperience](http://www.ontario.ca/globalexperience)

### Getting Help

There are many programs and services designed to help internationally educated professionals work in their field in Ontario, such as internship and mentoring programs, bridge training programs and language training programs. For more information, please visit the website of the [Ontario Ministry of Citizenship and Immigration](http://www.ontarioimmigration.ca/en/working/index.htm).

You may have additional questions about the registration process for early childhood educators in Ontario. For more information, please visit the [College of Early Childhood Educators](http://www.college-ece.ca/) website (www.college-ece.ca/).