



NOTICE TO ALL TEACHERS OF SCHOOL DISTRICT NO. 6 (ROCKY MOUNTAIN)

REGARDING PAYMENT OF 2013/14 TEACHER REGULATION BRANCH CERTIFICATE OF QUALIFICATION FEES

This notice confirms the practice in SD6 regarding payment of fees in accordance with Article B.30 of the Collective Agreement. This article states the Board will assume the cost of Certificate of Qualification fees for Continuing and Temporary teachers, to a maximum of \$40. Temporary teachers must secure a position in the 2013/14 school year to be eligible for this benefit – the deadline for payment of fees is May 31 and this payment covers the following school year. SD6 in consultation with the RMTA has established the practice as outlined below:

- If you are currently in a continuing or temporary teaching position and not retiring or resigning on June 30th - the School District will pay the Teacher Regulation Branch's Certificate of Qualification fee of \$80.00 on your behalf. The Board pays \$40.00 of this fee, and the teacher pays \$40.00 which will be deducted from your April month-end salary.
- If your temporary position ends on June 30th and you have not yet secured a continuing or temporary contract for the 2013/14 school year, the \$40.00 District contribution will be adjusted from your June month-end salary.
- In September, if you secure a continuing or temporary contract, you may request reimbursement of the \$40.00 by submitting your Teacher Regulation Branch Certificate of Qualification fees receipt to the Human Resources Department.
- If you are retiring on June 30th, receiving a pension and NOT planning on doing TTOC work, you should NOT pay fees. You should access the Certificate Holders section of the Teacher Regulation Branch website (www.bcteacherregulation.ca) before July 1st and declare your retired status.
- If you are retiring or resigning on June 30th and are planning on doing TTOC work, you MUST pay the certificate fee. You need to pay for this directly, it is not payroll deducted.
- Teachers who are currently receiving Long Term Disability benefits and working less than .4000 fte must declare this status with the Teacher Regulation Branch.
- Teachers who have been on leave for the past 2012/13 school year, must pay their own fees (cannot be payroll deducted) and are entitled to submit a receipt for reimbursement of the \$40.00 fee to the School District upon their return in September 2013.
- Teachers who are going on leave for the 2013/14 school year must pay their own fees. It will not be payroll deducted even though you are presently teaching.
- Teachers Teaching On Call must pay their own Teacher Regulation Branch Certificate of Qualification fees. TTOC's may request reimbursement of the \$40.00 if they work 40 days or more as a TTOC in the school year and by submitting their Teacher Regulation Branch Certificate of Qualification fees receipt to the Human Resources Department. You must submit your receipt by no later than September 30 for reimbursement of fees for the previous school year.

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