



### **Universities and Other Higher Education Institutions Recognized in Prince Edward Island (PEI)**

Only those higher education institutions that are established or approved by an appropriate educational authority (usually a government body) in your country are recognized by the PEI Office of the Registrar.

In the case of Pakistan, we recognize those higher education institutions that are established or approved by provincial or national government authority.

The Higher Education Commission, an autonomous body established by the national government, includes on its website lists of all recognized or approved higher education institutions. If your higher education institution is found on one of those lists, then most likely we recognize it.

For a link to those lists on the Higher Education Commission's website, see:

<http://beta.hec.gov.pk/OurInstitutes/Pages/Default.aspx>

### **Pre-Service Teacher Education Programs Recognized in Prince Edward Island**

Only those pre-service teacher education programs that are recognized or approved by an appropriate educational authority (usually a government body) in your country are recognized by the PEI Office of the Registrar.

In the case of Pakistan, we recognize those pre-service teacher education programs that are recognized or approved by the National Accreditation Council for Teacher Education.

In general, the National Accreditation Council for Teacher Education is responsible for recognizing or approving pre-service teacher education programs. Hence, found on its website are lists (by province and area) of all higher education institutions that are recognized or approved to offer pre-service teacher education programs. If the higher education institution where you completed your pre-service teacher education program is found on that list, then most likely we recognize your pre-service teacher education program.

For a link to those lists on the National Accreditation Council for Teacher Education's website, see:

<http://www.nacte.org.pk/institute.php>

### **Specific Programs Not Recognized in Prince Edward Island**

Any programs that do not meet our minimum requirements for an acceptable teacher education program will not be recognized. This would include, for example, programs delivered entirely by distance, programs that do not include a minimum 12 week supervised practicum, and programs that do not prepare teachers for the K-12 education system.

## **Obtaining Academic Records**

In Pakistan academic records or official transcripts are called marksheets or mark cards and are issued by universities and other higher education institutions only once to the student. If your marksheets are lost or stolen, you can usually apply to your university or other higher education institution for a duplicate. You must present these original records directly to the PEI Office of the Registrar or send them by mail (we will return them). Your records should include the following:

- marksheets for each year or term for each degree listed on your application form
- marksheets for each year or term of your teacher education program
- the degree scroll for every program on your application

## **Verification Letters**

Since your higher education institution does not send these records directly to the PEI Office of the Registrar, we need official verification of your academic records. You must arrange for your higher education institution to send a verification letter to the PEI Office of the Registrar for your teacher education program and for each degree listed on your application.

Verification letters from the higher education institution must be signed by one of the following:

- registrar
- deputy registrar
- controller of examinations
- assistant controller of examinations

Verification letters from the affiliated college (if applicable) must be signed by one of the following:

- principal
- director

The verification letters must confirm the following:

- dates you attended and length of program
- course content and hours or units of study, if not on the marksheets
- name of the degree and the date on which it was awarded
- for your teacher education program, the number of weeks and the grade levels and subjects you taught in the supervised practice teaching

When seeking to obtain your verification letters you are generally required to submit a **written request by fax, email or post** to your university's Academic Records Division. Your full name, date of birth and student ID number (if known) should be included. Generally, information

cannot be provided over the phone.

Verification letters must be mailed directly to us from every higher education institution you have attended. We will not accept verification letters submitted by you even if they are sealed or notarized. We will not accept verification letters by fax or email. Verification letters received must be in the original language of issue.

If the PEI Office of the Registrar receives verification letters in languages other than English or French, we will send a copy to you. You will need to have the documents translated into either English or French and send the original translations to us.

### **Obtaining Statements of Professional Standing**

A Statement of Professional Standing is generally required from the jurisdiction where you completed your teacher education program. Additional Statements of Professional Standing are generally required from jurisdictions where you have held or hold a teaching certificate. However, the PEI Office of the Registrar understands that Statements of Professional Standing are not issued in Pakistan. Instead, you must arrange for the head administrator of the last school where you taught in Pakistan to send a **letter of reference** directly to the PEI Office of the Registrar. The letter must be current. It must list the dates and length of your employment and say that you were never suspended for any disciplinary reason and that your conduct was satisfactory. If you only have practice teaching experience, you need to ask your university to send us a letter stating that your practice teaching was satisfactory.

### **Teaching Certificate**

Teaching certificates are not issued in Pakistan. Instead, the PEI Office of the Registrar requires that you provide the following documents:

- the **letter of reference** substituted for a Statement of Professional Standing
- provide a photocopy of your Bachelor of Education degree or diploma

### **Credit Hour Equivalencies**

Pakistan has no national credit system. Universities and other higher education institutions generally have their own credit systems.

Because credit systems in Pakistan can vary so much between higher education institutions, the PEI Office of the Registrar calculates the credit hour equivalencies for each application on a case-by-case basis.

**NOTE:** Generally, third class or third division degrees are not accepted.

### **Other Pertinent Information**

#### ***Years of Scholary and Year 12 Equivalent***

In order to be eligible for certification as a teacher in PEI you are required to have a minimum of 16 Years of Scholary, which includes completion of your Year 12 equivalent (also known as

Grade 12 or High School equivalent). Generally, a Year of Scholaryity is earned for every year of formal education you have completed, beginning with Year 1 education at the elementary or primary school level.

Because Years of Scholaryity and Year 12 equivalence can vary so much between countries and even within them, the PEI Office of the Registrar calculates the Years of Scholaryity and Year 12 equivalence for each application on a case-by-case basis.

### ***Language Proficiency***

You do not need to provide satisfactory results on a language proficiency test if you have completed ***all of your*** post-secondary education in English or French.

In Pakistan, Urdu, English or regional languages, or some combination of those languages, are typically used as the language(s) of instruction; hence, if you completed your post-secondary in English, you may not be required to provide the results of a language proficiency test. However, if you completed your post-secondary education in Urdu or a regional language(s), then you will be required to provide satisfactory results on a recognized English or French language proficiency test as a condition of certification. For more information on language proficiency, including acceptable tests and test scores, see our **Resource Guide: "Welcoming Internationally Educated Teachers to PEI."**

The **Resource Guide** is available online on the Department of Education and Early Childhood Development's website. See the following link:

<http://www.gov.pe.ca/eecd/index.php3?number=1027691>