



INDIGENOUS CERTIFICATION BOARD OF CANADA

ACCREDITED EDUCATION PROGRAMS
INSTRUCTOR RECERTIFICATION APPLICATION

Certification renewal required every 2 years

Applicant's Full Name			
Current Position			
Home Address			
Home Phone		Cell	
Email			
Current Certification Level			
Certificate No.		Expiration Date	
NOTE: This form is for the professional recertification of instructors currently working in an ICBOC-accredited University or College education program			
Current Employer			
Business Address			
Work phone		Work Email	
DOCUMENTS REQUIRED			
<p>Please submit the following documents (complete form 2):</p> <ul style="list-style-type: none"> - A letter from the educational institution attesting that you are currently instructing courses in the ICBOC-accredited program - Titles of the courses that you have been instructing during the last two years - Please indicate any changes in your CV and/or new education/training you have pursued in the last two years as part of your professional development - Please indicate any activities that you have undertaken to enhance your cultural knowledge or skills and that you have passed on to your indigenous students - If appropriate, make a list and/or provide a link to academic material you have developed/written 			
RECERTIFICATION FEE			
<p>PLEASE ENSURE THAT YOU HAVE ENCLOSED the \$200 recertification fee with all your documents. Review of the recertification application will only proceed once all the documents and the fee have been received.</p> <ul style="list-style-type: none"> • If your recertification application is late or incomplete 30 days from the date of your certificate expiry, please add a late fee of \$25.00 (total \$225.00). • If your recertification application has lapsed or is still incomplete 6 months or more from the date of your certificate expiry, please add a file reactivation fee of \$50.00 (total \$250.00) 			
SENDING YOUR RECERTIFICATION APPLICATION			
<p>Please send this application form, proof of training, and recertification fee made to IBOC to:</p> <p>Registrar Indigenous Certification Board of Canada P.O. Box 3999 Kanehsatake, Qc J0N 1E0</p>			

Check list of required Instructors Recertification Documents			
Letter from the educational institution attesting that you are currently instructing courses in the ICBOC-accredited program		Titles of the courses that you have been instructing during the last two years	
New CV if there has been changes made in the last two years		New education/training pursued in the last two years as part of your professional development	
Activities you have undertaken to enhance your cultural knowledge or skills and passed on to your indigenous students		list of academic material you have developed/written/published and/or information/ internet links to access this material	
Recertification fee			
Title of courses instructed during the last two years		New education/training pursued during the last two years	
Activities undertaken to enhance your cultural knowledge or skills		List of academic material and/or information/links to access this material	
Reserved for ICBOC			