

Steps that can be done before you arrive in British Columbia (B.C.), Canada

You want to become a Licenced Early Childhood Educator in B.C.

You have a certificate or diploma in Childhood Education?

Yes

No

You have completed some courses in Childhood Education or related topic?

Yes

No

Apply to the Ministry of Children and Family Development Early Childhood Educator (ECE) Registry for an Early Childhood Educator 1 year Licence to Practice. Complete the application form: [http://www.mcf.gov.bc.ca/childcare/ece/pdfs/cf\\_1365](http://www.mcf.gov.bc.ca/childcare/ece/pdfs/cf_1365). You will need to include the following with your application:

A character reference completed within the last year

Completed application form and additional documents can be mailed to the Early Childhood Educator Registry, Ministry of Children and Family Development in B.C.

Contact an approved early childhood educator education institution in B.C. to set up a Prior Learning Assessment (PLA). To find an approved B.C. institution in your area: [http://www.mcf.gov.bc.ca/childcare/ece/pdfs/training\\_institutes.pdf](http://www.mcf.gov.bc.ca/childcare/ece/pdfs/training_institutes.pdf)

The Ministry of Children and Family Development Early Childhood Educator Registry requires you to have completed some courses on a childhood education related topic. If you have work experience in early childhood education with no formal education, you will need to complete an Early Childhood Education certificate of diploma

At the same time as you apply to the ECE Registry for a 1 year Licence to Practice, you will also apply to have your credentials evaluated. Review which option works best with your training: [http://www.mcf.gov.bc.ca/childcare/ece/pdfs/selecting\\_credential\\_evaluation\\_process.pdf](http://www.mcf.gov.bc.ca/childcare/ece/pdfs/selecting_credential_evaluation_process.pdf)

Option 1 – if your education was completed outside of Canada, you can have your credentials evaluated. You will need to submit the following:

Credential evaluation through International Credential Evaluation Service (ICES) for a basic course transcript report. The fee is waived if you submit a request in writing along with your ICES application stating that you are applying to the ECE Registry. ICES will send your credential evaluation directly to the ECE Registry. <http://www.bcit.ca/ices/>

A Program Confirmation Form from your training institution. This form will be forwarded directly by the training institution to the ECE Registry

If the documents are not in English, they must be translated by a certified translator. For more information to to <http://stibc.org/page/directory.aspx>

Option 2 – you can contact an approved early childhood educator education institution in B.C. to discuss an academic assessment of your education. To find an approved B.C. institution in your area: [http://www.mcf.gov.bc.ca/childcare/ece/pdfs/training\\_institutes.pdf](http://www.mcf.gov.bc.ca/childcare/ece/pdfs/training_institutes.pdf)

Option 3 – you can complete a Prior Learning Assessment (PLA) to demonstrate your knowledge through challenge exams, portfolio submissions and demonstrative practicum.

This option is appropriate when:

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

Please contact an approved education institution for more information on setting up a PLA. Their contact information can be found: [http://www.mcf.gov.bc.ca/childcare/ece/pdfs/training\\_institutes.pdf](http://www.mcf.gov.bc.ca/childcare/ece/pdfs/training_institutes.pdf)

Once you have received assessment documentation an approved education institution for Option 2 or Option 3, forward it to the ECE Registry to be reviewed with your application

Your training was approved?

No

Yes

After receiving your transcripts from ICES, or your assessment from an approved early childhood educator education institution, the Early Childhood Educator Registry will process your application. It will take them approximately 3 to 6 months to assess your application.

Your application was approved?

No

Yes

You will receive your Licence to Practice Certificate by mail

You can work as an Early Childhood Educator in B.C.

For information on how to appeal your application: <http://www.mcf.gov.bc.ca/childcare/ece/appeal.htm>

Steps that you have to take in British Columbia (B.C.)

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Your work experience was approved?

No

Yes

You will receive documentation of the completed PLA from the education institution

Register with a recognized school to complete an Early Childhood Education certificate or diploma. For a list of approved B.C. training institutions: [http://www.mcf.gov.bc.ca/childcare/ece/pdfs/training\\_institutes.pdf](http://www.mcf.gov.bc.ca/childcare/ece/pdfs/training_institutes.pdf) Tuition can range from \$3,500 to \$20,000 depending on institution. A certificate or diploma will generally take between 1 year and 2 years to complete.

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Official transcripts, or the assessment documentation from a Prior Learning Assessment

A character reference completed within the last year

Completed application form and additional documents can be mailed to the Early Childhood Educator Registry, Ministry of Children and Family Development in B.C.

**Note:** This map describes the different paths to take to become an early childhood educator in British Columbia (B.C.). It is intended to be read along with the Job Profile and Quiz Results. The path you will need to take depends on the type of training/education and work-related experience you currently have in this occupation. Please ensure that all the documents you submit are in English. The approximate time it will take to go through this path ranges from 3 months to 2 years. This timeframe will vary depending on how quickly you complete the application form(s), write the exams, and take any required courses. The cost of qualification is approximately \$0. The fees listed may include tax. None of the fees include the cost of post-secondary education. Visit the Ministry of Children and Family Development ECE Registry's website for the most up to date information [<http://www.mcf.gov.bc.ca/childcare/ece/index.htm>].