Ministry of Training, Colleges and Universities

Employment and Training Division

Ministère de la Formation et des Collèges et Universités

Division de l'emploi et de la formation



PROOF OF EDUCATION

Acceptable documentation for proof of education (Please attach photocopy of only one of the following):

- Ontario Secondary School diploma or equivalent
- Academic transcript
- Post-Secondary diploma (diplomas or certificates from private career colleges are not acceptable)
- Post-Secondary degree
- General Education Development (GED) certificate
- Transcript, diploma, certificate or degree from another country outside of Canada and the United States, assessed by a recognized assessment service
- Level IV Ontario Basic Skills
- Academic and Career Entrance (ACE) certificate
- Certificate of completion of a Ministry of Training, Colleges and Universities approved tradespecific training program from an Ontario College of Applied Arts and Technology
- Certificate of Apprenticeship or Certificate of Qualification in any trade from Ontario or other Canadian jurisdiction
- Certificate of completion of an academic upgrading program that is accepted by an Ontario College of Applied Arts & Technology for entry into an Ontario postsecondary program

PROOF OF SOCIAL INSURANCE NUMBER

Acceptable documentation for social insurance number (Please attach photocopy of only one of the following):

- SIN card
- Government issued document verifying SIN number

PROOF OF AGE

Acceptable documentation for proof of age (Please attach photocopy of only one of the following):

- Driver's license (including graduated license)
- Passport (valid or expired)
- Birth certificate
- New Ontario ID card
- Nexus card
- · Recent photo accompanied by a letter from a notary public or lawyer confirming date of photo
- Baptismal certificate

Acceptable documentation of proof of age if accompanied by a photo:

- Certificate of Canadian citizenship or naturalization
- Certificate of Indian or Métis status issued by the federal government
- Current identity document issued by a government ministry or agency with a vigorous registration and security clearance process (e.g., OPP or RCMP security check)
- Canadian firearms registration licence

Please note: **Do not submit original documents.** To ensure the security of your personal information, you may wish to send copies of your documents through password protected email, registered mail or in person.