



Important TRB Info

SOSTU members have had these experiences with TRB and certification

These are extremely stressful, costly and time consuming!

A message from the BCTF

Imagine the Surprise!



Earlier this year, a number of teachers across British Columbia experienced suspensions of their teaching certificates because they did not complete all required steps associated with their criminal record checks. In many cases, members were unaware that additional action, such as fingerprinting, was required because they had not received or seen the correspondence from the Teacher Regulation Branch (TRB).

We have also become aware of situations where members who were on leave from their employment when annual practice fee deductions were processed were unaware that their fee had not been remitted on their behalf. Annual practice fees are due by June 30. If fees and any applicable late fees remain unpaid beyond **October 31**, a certificate may be cancelled.

To help avoid interruptions in certification status, we encourage members to take the following steps:

Verify Your Contact Information

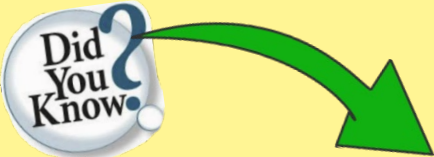
- Log in to your BCeID account and ensure that your email address and mailing address are current.

Check Your Criminal Record Check Status

- Review your account information to confirm when your next five-year criminal record check is due.
- Beginning in January of the year your criminal record check is scheduled, periodically check your BCeID account for updates and follow up with the TRB if necessary.
- Regularly review your junk or spam folders, as important notifications may be filtered by email providers. (Gmail appears to be particularly problematic for this).

Confirm Your Certificate Remains in Good Standing

- If you were on leave from your school district in May, verify that your annual practice fee was paid on your behalf.
- Each summer, particularly if you were on any form of leave during the spring, check the TRB online registry to confirm that your teaching certificate remains valid and in good standing.



Members are ultimately responsible for maintaining their certification and ensuring that all requirements associated with criminal record checks and annual fees are completed.

Taking a few minutes to review your status can help avoid unexpected suspensions or cancellations.