

INSTRUCTIONS

1. Please use the following Statutory Declaration Form to provide this Office with an unaltered copy of an original document: birth certificate, certificate of legal change of name, marriage certificate, divorce decree, Record of Landing, Permanent Resident Card, Canadian Citizenship card, Canadian passport, work authorization or other document requested by this Office or that you wish to provide to support your application for teaching authority.
2. The blank line of item No. 1 on the declaration form allows you to fill in the name of the document that has been requested or that you wish to provide to support your application for teaching authority.
3. You will need one Statutory Declaration Form for each unaltered copy of an original document you submit.
4. Please note that you also are required to provide the Commissioner for Oaths or Notary Public with picture identification to be submitted as Exhibit B under item No. 2 of the Form.
5. Two signatures are required on the form. The Notary Public or Commissioner for Oaths is to sign on the lower left side, below the date. The blank line to the right is intended for your signature.
6. If you do not currently reside in the province of Alberta, but live in Canada, and will be submitting a statutory declaration, please provide the attached statutory declaration form to the Commissioner for Oaths or Notary Public where you reside to use as a template.
7. If you currently reside outside Canada and will be submitting a statutory declaration, please provide the attached statutory declaration form **to a Notary Public** where you reside to use as a template.

Under section 131 of Canada's Criminal Code, all persons making a false declaration are punishable by up to 14 years imprisonment.

Mailing address: Teaching and Leadership Excellence Sector
2nd Floor, Capital Boulevard
10044 – 108 Street
Edmonton AB T5J 5E6

For presenting your document(s) in person, our office hours are: 8:15 a.m. – 4:30 p.m.

Reference Number: _____



Statutory Declaration

CANADA)	In the Matter of the Application for
PROVINCE OF ALBERTA)	Provincial Teacher Certification
)	made by _____
)	to the Government of Alberta
TO WIT)	Department of Education

I, _____, of _____ in the Province of Alberta, in the Country of Canada do solemnly declare as follows:

1. That marked and attached to this Statutory Declaration, as Exhibit "A", is an unaltered copy of my _____.
2. That marked and attached to this Statutory Declaration, as Exhibit "B", is an unaltered copy of my picture identification that shows both my legal name and my picture.
3. I acknowledge that I will produce the originals, which were used to create Exhibit "A" and Exhibit "B", to a Department of Education official upon 72 hours written notice.

I make this solemn declaration conscientiously believing it to be true and knowing that it is of the same force and effect as if made under oath.

DECLARED before me at the _____)
 _____ of _____)
in the Province of Alberta, this _____)
 _____ day of _____ 20____) _____)
 _____)
 _____)

A Commissioner for Oaths/ Notary Public
For the Province of Alberta

Commissioner Appointment Expires: _____

PLEASE NOTE –
·This statutory declaration must be sworn in front of a Commissioner for Oaths or a Notary Public if completed in Canada
·This statutory declaration must be sworn in front of the a Notary Public or the Consul and/or the Vice Consul of a Canadian Consulate if completed outside Canada