



REPUBLIC OF TRINIDAD AND TOBAGO
MINISTRY OF EDUCATION

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| For Official use Only | |
| Registration Number | |
| Date of Registration | |
| | Date of Issue |
| Certificate | |

APPLICATION FORM FOR ENTRY OF NAME ON THE TEACHER’S REGISTER

(Please write in block Capitals or type information needed)

1. NAME (underline Surname).....(Miss/Mrs./Mr.)

(Surname)
(Other names)
2. HOME ADDRESS.....
3. DATE OF BIRTH.....
4. PLACE OF BIRTH.....
5. NATIONALITY.....
6. WHERE EDUCATED AT SECONDARY LEVEL.....
7. DETAILS OF QUALIFICATIONS OBTAINED: (please attach Certificates):

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Date.....

Date.....

Date.....

Date.....
8. Have you ever been refused permission to register as a Teacher or have had your name removed from the Teachers’ Register?
9. Name of writers of you testimonial and their Registration Number*:

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.....
10. Were you employed as a Teacher on 27th August, 1966?
 If so, give name of School.....
11. Date of Application.....

I acknowledge receipt of my original documents.

Signed.....

Signature.....

*Two recommendations are required from teachers of not less than five years standing. Registration numbers are not required to be filled in where application is made prior to publication of the Teachers’ Register in 1967

N.B.-Entry of name on the Teacher’s Register does not entitle a person to any appointment in the Teaching Service.





MINISTRY OF EDUCATION
Alexandra Street
St. Clair
REGISTRATION OF TEACHERS

The FOLLOWING original documentation with a completed application form for registration as a teacher must be supplied to the RECORD OFFICE, Ministry of Education, by a person desirous of registering as a Teacher:

- a) Birth Certificate from the Red house with Affidavit (if necessary)
- b) Two (2) testimonials from Registered Teachers of not less than five (5) years standing in the service of the government of the Republic of Trinidad and Tobago. [Testimonials must not be older than three (3) years]
- c) Official receipt for five dollars (TT \$5.00) Registration fee. Fee should be paid at the Ministry of Education, Alexandra Street, St Clair.
- d) Marriage Certificate (only if a married woman).
- e) Certificates attesting to applicant's academics qualifications: In cases where statements from the Examination Section, Ministry of education are to be used in lieu of Certificates /Diplomas, the original statements are required.

PRIMARY SCHOOL LEVEL: The minimum subject requirements for entry to the teaching service at the primary school level are –

Five (5) '0' levels:

- i. 4 Subjects at CXC General Proficiency – Grade 1 and 1 Subject at CXC Basic Proficiency Grade 1 made up as follows:

- 1) English Language CXC General Proficiency-Grade 1 or 2
- 2) Mathematics CXC General Proficiency-Grade 1 or 2
- 3) One subject from the National Science Group ... CXC General Proficiency-Grade 1 or 2
- 4) Two other subjects CXC General Proficiency-Grade 1 or 2

- ii. Equivalent qualification to (i) above.
- iii. G.C.E Grade A,B or C.

f) For Technical/Vocational teaching, applicants should at least possess-

- i. A diploma from John S. Donalson Technical institute or any recognized University abroad.
- ii. Certificate of Industrial experience two (2) years after attaining Diploma.

g) for Secretarial Science teachers – (i) and (ii) of (f) above or –

1. Pitman Certificate (Advanced)
2. Royal Society of Arts
3. London Chamber of Commerce
4. CXC (General Proficiency) -Grade 1 or 11.

Note: If you were employed as a Teacher of Trinidad and Tobago on or before the 27th August, 1965 the document specified at (a)—(e) above are not required. You would of already have been automatically registered.



THE EDUCATION ACT, Chap. 39:01
Appointment and Employment of Teachers

Registration of Teachers

47. (1) Subject to this Act, no person is eligible to be, or to continue to be, a teacher unless his name is registered in the Registration of Teachers hereinafter required to be kept. Teachers to be registered
- (2) Subsection (1) shall be construed as requiring persons who are appointed temporarily, or in any probationary capacity, to positions as teachers to be registered; and any person whose registration has been cancelled on the grounds set out in section 51 shall not be appointed temporarily to a position as a teacher unless his name has been reinstated on the register.
48. (1) The Minister shall keep, in such manner as may be prescribed, a registers of teachers, which shall be known as the Teachers' Register. Teachers' Register
- (2) All teachers who have been registered under the former Education Ordinance at the commencement of this Act, shall be deemed to be registered under this Act. Ch. 14. No. 1 (1950 Ed.)
- (3) The names of the following persons shall be entered by the Minister in the Teachers' Register:
- a) Every person whose name is not for the time being on the Teachers' Register but who is the holder of a teacher's certificate recognized in accordance with regulations made under this Act and who applies to be registered;
 - b) Every person to whom is issued on or after the commencement of the Act any such teacher's certificate;
 - c) Every person who prescribed manner to be registered and who satisfies the Minister that he has the prescribed qualifications and is in other respects a fit and suitable person to be appointed as a teacher;
 - d) Every person who is at the commencement of this Act is employed as a teacher in a public or private school.
- (4) A person who is refused registration for any reason may, within forty-two days of the date of the refusal, appeal in the manner prescribed in the case of the cancellation or registration by section 51, the provisions of which shall apply so far as they are applicable and with the necessary modifications.
49. A copy of the Teachers' Register, correct to a date specified in that copy, shall be published in the *Gazette* within twelve months after the date of the commencement of this Act; and thereafter there shall be published in the *Gazette* from time to time supplementary list of names added to the Teacher. Register subsequently to the date of the last publication of any names. Publication of Register
50. On the death of a teacher registered as such on the Teachers' Register, the Minister shall caused his name to be removed from the Teachers' Register, and no notice of removal thereof shall be required to be published. Removal of name from Teachers' Register on death
51. (1) If a teacher in a public school has been found by the Public Service Commission to be guilty of gross misbehavior, or gross inefficiency or other conduct unfitting him for employment as a teacher, the Minister may, upon so notifying such person in writing, cancel the registration of that person and remove his name from the Teachers' Register. Removal of name from Teachers' Register for gross misbehavior
- (2) In this case of a teacher in a private school the Ministry may cause an inquiry to be held at which the teachers shall have the right to be represented by some other person or by counsel or solicitor, and if the teacher is found guilty of any such conduct as is mentioned in subsection (1), the Ministry may cancel the registration of that person and remove his name from the Teachers' Register and shall notify the person in writing of the cancellation.
- (3) A teacher in a private school receiving notice of the cancellation of his registration as aforesaid may, at any time before the date on which the cancellation takes effect, appeal in the prescribed manner against the cancellation.
- (4) The appeal shall be heard and determined by a Judge in Chambers.
- (5) On any such appeal the appellant and the Minister, as respondent, may appear personally, or may be represented by some other person or by counsel or solicitor.
- (6) The Judge in Chamber shall make such order as he thinks proper, having regard to the merits of the case and the public welfare.
- (7) An appeal shall lie to the Court of Appeal, within such time as may be fixed by rules of court made by the Rules Committee under section 76 of the Supreme Court of Judicature Act, from any determination by a Judge in Chambers upon appeal under subsection (3) and the determination of the Court of Appeal shall be final.
- (8) If an appeal to a Judge in Chambers or to the Court of Appeal, as the case may be, is not made, or if made, is dismissed by the judge in Chambers or by the Court of Appeal, respectively, the cancellation of the certificate and registration shall take effect as from the date specified by the Minister in his notice of cancellation.
- (9) A Certificate under the hand of the Minister shall be sufficient evidence in any Court of the cancellation of registration of a teacher.
52. Where the name of any person has been removed from the Teachers' Register for gross misbehavior or for gross inefficiency or other conduct unfitting him for employment as a teacher, a notice of the removal shall be published in the *Gazette*. Notification of removal of name from register