



**General Teaching Council  
for Northern Ireland**

Promoting Teacher Professionalism

## **APPLICATION FORM AND GUIDANCE NOTES**

**Application to Register for a teacher educated/trained  
outside the EU, EEA or Switzerland**

### **Contact details**

General Teaching Council for Northern Ireland  
3rd Floor Albany House  
73 - 75 Great Victoria Street  
Belfast BT2 7AF  
Tel: (028) 9033 3390  
Fax: (028) 9034 8787  
Email: [registration@gtcni.org.uk](mailto:registration@gtcni.org.uk)  
Website: [www.gtcni.org.uk](http://www.gtcni.org.uk)

# Guidance Notes

## The General Teaching Council for Northern Ireland

The GTCNI is the independent regulatory body for the teaching profession in Northern Ireland and is dedicated to enhancing the status of teaching and promoting the highest standards of professional conduct and practice.

### Do I need to register?

The Education (NI) Order 1998 requires that all teachers working in grant-aided schools need to register with the GTCNI, even if you work, or intend to work, on a substitute/supply basis.

### How do I register?

To register with the GTCNI you must hold such qualifications as are approved by the Council for the purposes of registration and must not be barred from teaching by the Department of Education, GTCNI, or any of their equivalents in England, Scotland and Wales.

In order for us to carry out an assessment of your eligibility to register we ask that you complete the attached application form and return it together with all necessary supporting documentation. Unfortunately online registration is not available.

### Filling in the application form

- Part 1 should be completed by the applicant.
- Part 2 should be completed by Initial Teacher Education/Training Institution.
- Use black ink only.
- Write clearly in BLOCK CAPITALS.
- Ensure all relevant sections have been completed.
- Sign and date where indicated.
- Use a separate sheet to provide any further relevant information if required.
- Write dates in full numbers e.g. 5<sup>th</sup> April 2004 should be written as:

0	5	0	4	2	0	0	4
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- Make sure you complete the application checklist.
- After you have completed Part 1 of the application, make a copy of Part 1 and send it to the Council along with all other required documentation and the assessment/registration fee. Then send the original of Part 1 and Part 2 to your Initial Teacher Education/Training Provider for verification. They will return your original Part 1 and the completed Part 2 to the Council.

## Part 1

**This section should be completed by you the applicant and should then be forwarded to your Initial Teacher Education Provider for their endorsement.**

### A. Personal Details

- Please ensure the contact address you provide is the one you wish all GTCNI correspondence to be sent to throughout the application process.
- Please include your email address as this is often the most effective means of communication.
- Please include the international code when supplying your telephone number.
- Please provide the date you have or are intending to relocate to Northern Ireland.
- Please provide your UK National Insurance Number if you have been allocated one, otherwise leave blank.

### B. Eligibility To Teach

- Please only complete this section if you have previously been assessed and awarded Eligibility to Teach by the Department of Education for Northern Ireland.

### C. Other GTCs/NCTL

- Please provide details if you are or have ever been registered with any of the other Teaching Councils or Professional Body. This information should be supported by copies of your registration documentation.

### D. Initial Teacher Education Qualifications

- For eligibility to register you are required to hold a teaching qualification approved by the Council. This information is essential to your application and should be supported by a copy of your Initial Teacher Education/Training Certificate and Transcript.
- If the Institution Name or Qualification Name is in a language other than English, please write these both in the original language and in English. Do not use abbreviations.
- Please give details of the 'class' of qualification you obtained i.e. Hons / 2:1

### E. Non-Teaching Higher Education Qualifications

- This information is essential if your Initial Teacher Training course was a postgraduate course and should be supported by a copy of your Degree Certificate and Transcript. Otherwise please leave blank.
- If the Institution Name or Qualification Name is in a language other than English, please write these both in the original language and in English. Do not use abbreviations.

## F. General Education

- In addition to holding an approved teaching qualification you are required to have gained at least a grade C (or equivalent) in English and Mathematics GCSE and at least a grade C (or equivalent) in Science GCSE, if you are primary school trained. This information should be supported by a copy of your Certificates.

## G. Other Qualifications/Accredited Courses

- Please provide details of any other relevant qualifications/accredited courses, which may support your application.

## H. Teaching Experience

- Please provide details of any relevant teaching experience which may support your application.

## I. References

- Please provide details of 2 referees who can comment on your teaching service, **one of whom must be the head teacher at your current or last teaching post in a Primary or Post Primary School**. These may or may not be contacted by the Council.

## J & K. Disability & Ethnic Group

- This information is requested for analytical and information purposes only.

## L. Declaration

- All applications must be signed and dated before they can be processed.

**Part 2** After you have completed Part 1 of the application, make a copy of Part 1 and send it to the Council along with all other required documentation and the assessment/registration fee. Then send the original application to your Initial Teacher Education/Training Provider for verification.

## Supporting Documentation

All applications for registration should be accompanied by the following supporting documentation. Photocopies are acceptable, please do not send originals. **All documents supplied will be retained by the Council and will not be returned.**

- Birth Certificate
- Marriage Certificate (if your surname has changed upon marriage)
- Other Teaching Council Registration Documentation (if appropriate)
- Initial Teacher Education/Training Certificate and Transcript– showing age range and subject(s)
- Degree Certificate and Transcript (if appropriate)

- GCSE English/Maths Certificates (and Science if appropriate).

The Council may request additional supporting documents and information beyond the requirements outlined in this guide.

## Translation of Documentation

Any documentation in a language other than English must be accompanied by a certified English translation. All translations should be attached to the document to which they relate. You must not translate supporting documentation yourself; this should be done by an independent certified official body or an accredited translator. The following organisations can tell you about translation companies:

The Association of Translation Companies  
020 7930 2200  
[www.atc.org.uk](http://www.atc.org.uk)  
admin@atc.org.uk

The Institute for Translation and Interpreting  
01908 325 250  
[www.iti.org.uk](http://www.iti.org.uk)  
info@iti.org.uk

## Assessment/Registration Fee

- An assessment/registration fee is required to register with the Council. The registration period is from 1st April to 31st March and the Council has currently set a fee of £44.
- Applicants should enclose a cheque, postal order or Bankers Draft for £44 Sterling, made payable to GTCNI Quals Approval, when returning their copy of the Part 1 of the application form and supporting documentation. Please write your name and date of birth on the back of the cheque/postal order/bankers draft.
- Applications returned without payment will not be processed. Please note if your application is declined your payment is non-refundable.

## What happens next?

Once we have received the assessment/registration fee, your copy of the Part 1 of the application form, supporting documentation plus the original endorsed application form from your Initial Teacher Education Institution we will begin the assessment and registration process. Please note incomplete applications cannot be assessed. If we are unable to process your application for any reason, we will contact you.

## Assistance

The Council reserves the right to amend its application process as required. Please contact the GTCNI Registration Team on 00 44 28 9033 3390, or e-mail us via [registration@gtcni.org.uk](mailto:registration@gtcni.org.uk) if you have

any questions about registration, or if there are any changes to your personal details throughout the registration process.

## Part 2

### To be completed by the Initial Teacher Education/Training Institution attended by the applicant and endorsed with an official stamp.

The information you supply within this application form will be used to evaluate the applicant's teaching qualification and consequently will affect the final decision whether or not to award recognition and registration.

Incomplete or incorrectly completed applications may affect the Council's ability to evaluate the applicant's teaching qualification and may result in a decision to decline recognition and registration.

Applicants are entitled to request a copy of any information you supply.

### A. Initial Teacher Education/Training Institution Details

- Please provide the contact details of a member of staff responsible for student records and/or the course undertaken by the applicant including an official email address as this is often the most effective means of communication.
- Please include the international code when supplying your telephone and fax numbers.
- Please note that the e-mail addresses provided must be that of the institution and not a web-based e-mail address such as hotmail or yahoo.

### B. Confirmation of Applicant's Details

- Please review the information supplied by the applicant in Part 1 – Sections A, D & E and confirm if it concurs with your records. If it does not please advise what information differs and why.

### C. Initial Teacher Education Qualifications

- Applicants are required to hold a teaching qualification approved by the Council. Please provide the requested information regarding the programme of study undertaken by the applicant to assist with our evaluation. This information is required for all programme types.

### D. – G. Initial Teacher Education Qualifications

- Applicants are required to hold a teaching qualification approved by the Council. Please choose **one** of the programme options listed in sections D to G which best reflects the

programme of study undertaken by the applicant and provide the requested information.

- This information is essential to the assessment and recognition process **and all sections must be completed.**
- The requested information must be supplied with the application form. **It is not sufficient to merely attach a copy of the applicant's transcript.**

For Undergraduate Initial Teacher Education Programmes Specialising in Primary Education (children aged 4 to 11 years) complete Section D

For Undergraduate Initial Teacher Education Programmes Specialising in Post-Primary Education (children aged 12 to 18 years) complete Section E

For Post-graduate Initial Teacher Education Programmes Specialising in Primary Education (children aged 4 to 11 years) complete Section F

For Post-graduate Initial Teacher Education Programmes Specialising in Post-Primary Education (children aged 12 to 18 years) complete Section G

### H. Non-Teaching Higher Education Qualification

- Please provide the requested information only if the programme of study undertaken by the applicant was a post-graduate programme.

### J. Declaration

- All applications must be signed and dated by an authorised member of staff and must be accompanied by an official stamp.

### What happens next?

Once you have complete Part 2 of the application form including, if applicable, the endorsement of Part 1, please return the complete application form to:

General Teaching Council for Northern Ireland  
3rd Floor Albany House  
73-75 Great Victoria Street  
Belfast  
Northern Ireland  
BT2 7AF

### Assistance

If you are unable to complete any section of this application or if you require any further assistance please contact the GTCNI Registration Team on 00 44 28 9033 3390, or e-mail us via [registration@gtcni.org.uk](mailto:registration@gtcni.org.uk)

The Council reserves the right to amend its application process as and when required.

# GTCNI Application to Register for a teacher educated/trained outside the EU, EEA or Switzerland

Part 1 - to be completed by applicant - Part 2 - to be completed by Initial Teacher Education/Training Institution

Please complete using black ink and BLOCK CAPITALS. Please refer to Guidance Notes.

## Part 1 – to be completed by applicant

### A. PERSONAL DETAILS

Surname:  Forename(s):

Previous Surname(s):

Title: (Please Tick) Mr  Mrs  Miss  Ms  Other

Date of Birth: 

D	D	M	M	Y	Y	Y	Y
---	---	---	---	---	---	---	---

 Gender: (Please Tick) Male  Female

Contact Address:

Town:

County:

Postcode:

Country:

E-Mail Address:

Contact Tel No. (Inc International Dialling Code):  Mobile No:

Nationality:

Date of relocation to Northern Ireland: 

D	D	M	M	Y	Y	Y	Y
---	---	---	---	---	---	---	---

 National Insurance No: 

--	--	--	--	--	--	--	--	--	--	--	--	--	--	--

<b>For Office Use Only</b>	Applicant No:	RO:
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<input type="checkbox"/> Signed & Dated	<input type="checkbox"/> Birth Certificate	<input type="checkbox"/> Marriage Certificate
<input type="checkbox"/> Qual Certs/Transcripts	<input type="checkbox"/> Quals Translation	<input type="checkbox"/> Quals Approved
<input type="checkbox"/> DENI	<input type="checkbox"/> UPL	<input type="checkbox"/> GTCs/NCTL
<input type="checkbox"/> Assessment/Registration Fee	<input type="checkbox"/> Registration Offered	<input type="checkbox"/> Checked

## B. ELIGIBILITY TO TEACH (if applicable)

Please provide details if you have previously been awarded Eligibility to Teach in Northern Ireland (if applicable):

Teacher Ref No

--	--	--	--	--	--

Date Awarded:

D	D	M	M	Y	Y	Y	Y
---	---	---	---	---	---	---	---

## C. OTHER GTCs (if applicable)

Please tick to indicate if you have ever been registered with any of the following:

NCTL Yes  No  Ref No:

GTC Scotland Yes  No  Ref No:

GTC Wales Yes  No  Ref No:

Teaching Council for Ireland Yes  No  Ref No:

Other Professional Body

Please supply details:

## D. INITIAL TEACHER EDUCATION QUALIFICATIONS

Please provide details of your Initial Teacher Education Qualification. If the Institution Name or Qualification Name is in a language other than English, please write these both in the original language and in English. Do not use abbreviations.

Name of Institution:

Title of Qualification:

Age Range Trained to Teach:

Main Subject:

Subsidiary Subject:

Qualification Class:

Period of Study:

From

D	D	M	M	Y	Y	Y	Y
---	---	---	---	---	---	---	---

To

D	D	M	M	Y	Y	Y	Y
---	---	---	---	---	---	---	---

Method of Study:

Full-time

Part-time

Date of Award:

D	D	M	M	Y	Y	Y	Y
---	---	---	---	---	---	---	---

**E. NON-TEACHING HIGHER EDUCATION QUALIFICATIONS (only complete if your Initial Teacher Education/Training course was a Post-graduate course)**

Please provide details of your initial degree. If the Institution Name or Qualification Name is in a language other than English, please write these both in the original language and in English. Do not use abbreviations.

Name of Institution:

Title of Degree:

Main Subject:  Subsidiary Subject:

Degree Class:

Period of Study: From         To

Date of Award:

**F. GENERAL EDUCATION**

Please provide details of the post-primary/high school you attended:

Name of Institution:

Dates Attended: From         To

Please provide details of the qualifications you obtained:

Subject	Level	Grade	Date of Award
English			
Mathematics			
Science			

**G. OTHER RELEVANT QUALIFICATIONS/ACCREDITED COURSES**

Name & Contact Details of Awarding Institution/Accredited Course Provider	Title of Qualification/Accredited Course	Details of Qualifications/Accredited Course	From	To

## H. TEACHING EXPERIENCE

Please provide details of your teaching experience including your current post:

School Name & Contact Details	School Type (Nursery, Primary, Post-Primary)	Position Held	Full Time/ Part Time (Hrs if PT)	Subjects Taught and Details of Responsibilities	From	To

## I. REFERENCES

Please provide details of two referees who can comment on your teaching service, **one of whom must be the head teacher at your current or last teaching post in a Primary or Post-Primary School**. Please note that the e-mail address provided must be that of the institution and not a web-based e-mail address such as hotmail or yahoo.

Reference 1

Reference 2

Name	
Position	
Tel. No.	
E-mail	
School Name and Address	

Name	
Position	
Tel. No.	
E-mail	
School Name and Address	

## J. DISABILITY

Under the Disability Discrimination Act 1995 a person is considered to have a disability if he/she has a physical or mental impairment which has a substantial and long term effect on his/her ability to carry out normal day to day activities.

Do you consider that you meet this definition of disability?

Yes

No



## K. ETHNIC GROUP

Please tick one box to indicate which Ethnic Group you consider you belong to:

Bangladeshi

Black African

Black Caribbean

Black Other

Chinese

Indian

Irish Traveller

Mixed Ethnic Group

(please give details)

Pakistani

White

Any other ethnic group

I do not wish my Ethnic Group to be recorded

## L. DECLARATION

I have read the notes that accompany this form and I declare that, to the best of my knowledge and belief, all of the information provided is correct. I have not withheld any material information and any translation(s) I have provided is/are true and faithful translation(s). I understand that such answers shall be the basis on which my application will be considered.

Signed:

Date:

### Data Sharing with C2k

I agree that GTCNI can share my data with C2k for the purposes of providing me with access to C2k services to enable me to carry out my professional duties.

Yes

No

### GTCNI Online

I wish to stay connected with GTCNI and subscribe to email news and updates.

Yes

No

The data held about you on the Register will only be processed for the purposes set out in the Education (NI) Order 1998, the Education (NI) Order 2006 and associated Regulations. This includes establishing and maintaining a register of teachers and undertaking statistical analyses. Those registered will have access to the information on their record, and will be able to check and update it. The Council will also, on request, provide employers/employing authorities with information about teachers' registration and qualifications. If a member of the public makes a request, we will confirm only whether a teacher is registered or not. The Council will provide details of teachers' records as necessary to the Department of Education (NI) and other Teaching Councils.

## Check List

Please use the following check list before returning your completed application

Signed & Dated

Birth Certificate

Marriage Certificate  
(if appropriate)

Degree Certificate &  
Transcript (if  
appropriate)

Initial Teacher Training  
Certificate & Transcript

Certified Translations  
(if appropriate)

Assessment/  
Registration Fee

## Next Steps

1. Make a copy of the Part 1 of the application form.
2. Send this copy together with the assessment/registration fee and your supporting documentation directly to GTCNI at the address on the front of the form.
3. Forward the original Part 1 and Part 2 of the application form to your Initial Teacher Education/Training provider for verification.

# GTCNI Application to Register for a teacher educated/trained outside the EU, EEA or Switzerland

Part 1 - to be completed by applicant - Part 2 - to be completed by Initial Teacher Education/Training Institution

Please complete using black ink and BLOCK CAPITALS. Please refer to Guidance Notes.

## Part 2 – to be completed by Initial Teacher Education/Training Institution

<b>A. INITIAL TEACHER EDUCATION/TRAINING INSTITUTION DETAILS</b>			
Name of Institution:	<input type="text"/>		
Contact Surname:	<input type="text"/>	Contact Forename(s):	<input type="text"/>
Contact Title: (Please Tick)	Mr <input type="checkbox"/>	Mrs <input type="checkbox"/>	Miss <input type="checkbox"/>
	Ms <input type="checkbox"/>	Other	<input type="text"/>
Contact Job Title:	<input type="text"/>		
Contact Address:	<input type="text"/>		
Town:	<input type="text"/>		
County:	<input type="text"/>		
Postcode:	<input type="text"/>		
Country:	<input type="text"/>		
E-Mail Address:	<input type="text"/>		
Tel No. (Inc International Code):	<input type="text"/>	Fax No. (Inc International Code):	<input type="text"/>

<b>B. CONFIRMATION OF APPLICANT'S DETAILS – Part 1 – Sections A, D and E</b>				
Applicant Surname:	<input type="text"/>		Applicant Forename(s):	<input type="text"/>
Applicant Title: (Please Tick)	Mr <input type="checkbox"/>	Mrs <input type="checkbox"/>	Miss <input type="checkbox"/>	Ms <input type="checkbox"/>
	Other	<input type="text"/>		
Can you confirm if the details of the above named teacher supplied in Part 1 Section A – Personal Details, Section D – Initial Teacher Education Qualification, and Section E – Non Teaching Higher Education Qualification- are correct?:				
Yes	<input type="checkbox"/>	No	<input type="checkbox"/>	If "No" please give reason in box provided <input type="text"/>

<b>For Office Use Only</b>		Applicant No:	RO:
<input type="checkbox"/>	Signed & Dated	<input type="checkbox"/>	Official Stamp
<input type="checkbox"/>	Course Requirements Achieved	<input type="checkbox"/>	Applicant Data Confirmed
<input type="text"/>			

**C. INITIAL TEACHER EDUCATION PROGRAMME STRUCTURE: All Programmes of study**

Please use this section to provide further details on the Initial Teacher Education Programme completed by the applicant, as referred to in Part 1 Section D. Please do not use abbreviations.

Title of Qualification:

If the Qualification Name is in a language other than English, please write this both in the original language and in English.

Specific age range of pupils/students trained to teach:

What are the minimum entry requirements to this course?

Please provide further details on the duration of the programme studied for each year attended:

Academic Year(s)	No. of Contact Weeks in each Academic Year: (time that is spent actively engaged on the programme. For example in lectures, workshops and in school-based work)	No. of Weeks in School-based work in each Academic Year: (time that is spent <b>in schools</b> teaching individual children and classes or engaged in other activities related to the role of teacher)
YYYY / YYYY	weeks	weeks
YYYY / YYYY	weeks	weeks
YYYY / YYYY	weeks	weeks
YYYY / YYYY	weeks	weeks
YYYY / YYYY	weeks	weeks

**For Undergraduate Initial Teacher Education Programmes Specialising in Primary Education (children aged 4 to 11 years) complete Section D**

**For Undergraduate Initial Teacher Education Programmes Specialising in Post-Primary Education (children aged 12 to 18 years) complete Section E**

**For Post-graduate Initial Teacher Education Programmes Specialising in Primary Education (children aged 4 to 11 years) complete Section F**

**For Post-graduate Initial Teacher Education Programmes Specialising in Post-Primary Education (children aged 12 to 18 years) complete Section G**

## D. INITIAL TEACHER EDUCATION PROGRAMME CONTENT: Undergraduate Programmes Specialising in Primary Education (children aged 4 to 11 years)

Please use this section to provide further details on the content of the Initial Teacher Education Programme completed by the applicant, as referred to in Part 1 Section D, if the programme was an Undergraduate Programme specialising in 'Primary Education' (4 to 11 years). If the applicant's programme was different to this please complete the relevant section, E, F or G.

<b>School-based Work:</b> time that is spent in schools teaching children and classes or engaged in other activities related to the role of teacher.	Was this covered in the programme?	Was professional competence demonstrated?
Classroom Management	Yes / No	Yes / No
Lesson Planning	Yes / No	Yes / No
Whole Class Teaching	Yes / No	Yes / No
Behaviour Management / Discipline	Yes / No	Yes / No
Assessment of Learning /Monitoring Pupil Progress	Yes / No	Yes / No
Promotion of an Effective Learning Environment	Yes / No	Yes / No
Professional Approach to Teaching	Yes / No	Yes / No
Effective use of Educational Technology	Yes / No	Yes / No
Planning for and Teaching Numeracy	Yes / No	Yes / No
Planning for and Teaching Literacy	Yes / No	Yes / No
Planning for and Teaching Science	Yes / No	Yes / No
Please give further details on any other aspects of the programme covered in school-based work not specified above if applicable.		
<b>Teaching Methodologies:</b> courses in the teaching approaches and techniques that are employed in primary schools to teach the subjects of the primary curriculum.	Was this covered in the programme?	
Literacy	Yes / No	
Numeracy	Yes / No	
Science	Yes / No	
Please give details of Teaching Methodologies not specified above if applicable.		
Please give the percentage of the overall programme given to <b>Teaching Methodologies</b>	%	
<b>Educational Issues and Theory:</b> programme content focusing on:	Was this covered in the programme?	
Child Development	Yes / No	
Theories of Learning	Yes / No	
Special Educational Needs / Inclusion	Yes / No	
Child Protection / Pastoral Care	Yes / No	
Social Aspects of Schooling	Yes / No	
Please give details of Educational Issues and Theory not specified above if applicable.		
Please give the percentage of the overall programme given to Educational Issues and Theory	%	

Proceed to Section I

**E. INITIAL TEACHER EDUCATION PROGRAMME CONTENT: Undergraduate Programmes Specialising in Post-Primary Education (children aged 12 to 18 years)**

Please use this section to provide further details on the content of the Initial Teacher Education Programme completed by the applicant, as referred to in Part 1 Section D, if the programme was an Undergraduate Programme specialising in 'Post-Primary Education' (12 to 18 years). If the applicant's programme was different to this please complete the relevant section, D, F or G

<b>School-based Work:</b> time that is spent in schools teaching children and classes or engaged in other activities related to the role of teacher.		Was this covered in the programme?	Was professional competence demonstrated?
Classroom Management		Yes / No	Yes / No
Lesson Planning		Yes / No	Yes / No
Whole Class Teaching		Yes / No	Yes / No
Behaviour Management / Discipline		Yes / No	Yes / No
Assessment of Learning /Monitoring Pupil Progress		Yes / No	Yes / No
Promotion of an Effective Learning Environment		Yes / No	Yes / No
Professional Approach to Teaching		Yes / No	Yes / No
Effective use of Educational Technology		Yes / No	Yes / No
Planning for and Teaching Subject Specialism/s		Yes / No	Yes / No
Please give further details on any other aspects of the programme covered in school-based work not specified above if applicable.			
<b>Subject Study (Main):</b> the academic study of a subject specialism/s that the post-primary teacher education student will teach in the post-primary school.			
Please specify the subject specialism/s studied.		Was this covered in the programme?	
Study of the organisation of 'main' subject content into major areas or units for constructing schemes of work and lesson plans relevant to the post-primary curriculum.		Yes / No	
Methodologies for teaching the 'main' subject content to pupils in post-primary schools.		Yes / No	
Please give further details on any other aspects of the programme dedicated to (Main) Subject Study not specified above if applicable.			
Please give the percentage of the overall programme dedicated to Main Subject.			%

**Continued on the next page**

**E. INITIAL TEACHER EDUCATION PROGRAMME CONTENT: Undergraduate Programmes Specialising in Post-Primary Education (children aged 12 to 18 years) – continued**

<p><b>Subject Methodology:</b> courses in how to teach the subjects of the post-primary curriculum. This includes the organisation of subject content into areas or units required to construct schemes of work and lesson plans. It also includes the study of the teaching approaches employed in post-primary schools to teach subject content.</p>		Was this covered in the programme?
Lesson Planning for Subject Specialism/s		Yes / No
Planning Schemes of work for Subject Specialism/s		Yes / No
Classroom Management for teaching Subject Specialism/s		Yes / No
Management of Resources for Subject Specialism/s		Yes / No
Methodologies for Teaching the Subject Content of Subject Specialism/s to Pupils in Post-Primary Schools		Yes / No
<p>Please give further details on any other aspects of the programme dedicated to Subject Methodology not specified above if applicable.</p>		
Please give the percentage of the overall programme dedicated to Subject Methodology.		%
<p><b>Educational Issues and Theory:</b> programme content focusing on:</p>		Was this covered in the programme?
Child Development		Yes / No
Theories of Learning		Yes / No
Special Educational Needs / Inclusion		Yes / No
Child Protection / Pastoral Care		Yes / No
Social Aspects of Schooling		Yes / No
<p>Please give further details on any other aspects of the programme dedicated to Educational Issues and Theory not related to the above</p>		
Please give the percentage of the overall programme dedicated to Educational Issues and Theory		%

Proceed to Section I

This section is intentionally blank

## F INITIAL TEACHER EDUCATION PROGRAMME CONTENT: Post-graduate Programmes Specialising in Primary Education (children aged 4 to 11 years)

Please use this section to provide further details on the content of the Initial Teacher Education Programme completed by the applicant, as referred to in Part 1 Section D, if the programme was a Post-graduate Programme specialising in 'Primary Education' (4 to 11 years). If the applicant's programme was different to this please complete the relevant section D, E or G.

<b>School-based Work:</b> time that is spent in schools teaching children and classes or engaged in other activities related to the role of teacher.	Was this covered in the programme?	Was professional competence demonstrated?
Classroom Management	Yes / No	Yes / No
Lesson Planning	Yes / No	Yes / No
Whole Class Teaching	Yes / No	Yes / No
Behaviour Management / Discipline	Yes / No	Yes / No
Assessment of Learning /Monitoring Pupil Progress	Yes / No	Yes / No
Promotion of an Effective Learning Environment	Yes / No	Yes / No
Professional Approach to Teaching	Yes / No	Yes / No
Effective use of Educational Technology	Yes / No	Yes / No
Planning for and Teaching Numeracy	Yes / No	Yes / No
Planning for and Teaching Literacy	Yes / No	Yes / No
Planning for and Teaching Science	Yes / No	Yes / No
Please give further details on any other aspects of the programme dedicated to School-based work not specified above if applicable.		
<b>Teaching Methodologies:</b> programme content focusing on the teaching approaches and techniques that are employed in primary schools to teach the subjects of the primary curriculum	Was this covered in the programme?	
Literacy	Yes / No	
Numeracy	Yes / No	
Science	Yes / No	
Please give further details on any other aspects of the programme dedicated to Teaching Methodologies not specified above if applicable.		
Please give the percentage of the overall programme dedicated to Teaching Methodologies		%
<b>Educational Issues and Theory:</b> programme content focusing on:	Was this covered in the programme?	
Child Development	Yes / No	
Theories of Learning	Yes / No	
Special Educational Needs / Inclusion	Yes / No	
Child Protection / Pastoral Care	Yes / No	
Social Aspects of Schooling	Yes / No	
Please give further details on any other aspects of the programme dedicated to Educational Issues and Theory not specified above if applicable.		
Please give the percentage of the overall programme dedicated to Educational Issues and Theory		%

Proceed to Section H

## G. INITIAL TEACHER EDUCATION PROGRAMME CONTENT: Post-graduate Programmes Specialising in Post-Primary Education (children aged 12 to 18 years)

Please use this section to provide further details on the content of the Initial Teacher Education Programme completed by the applicant, as referred to in Part 1 Section D, if the programme was a Post-graduate Programme specialising in 'Post-Primary Education' (12 to 18 years). If the applicant's programme was different to this please complete the alternative relevant section.

<b>School-based Work:</b> Time that is spent in schools teaching children and classes or engaged in other activities related to the role of teacher.	Was this covered in the programme?	Was professional competence demonstrated?
Classroom Management	Yes / No	Yes / No
Lesson Planning	Yes / No	Yes / No
Whole Class Teaching	Yes / No	Yes / No
Behaviour Management / Discipline	Yes / No	Yes / No
Assessment of Learning /Monitoring Pupil Progress	Yes / No	Yes / No
Promotion of an Effective Learning Environment	Yes / No	Yes / No
Professional Approach to Teaching	Yes / No	Yes / No
Effective use of Educational Technology	Yes / No	Yes / No
Planning for and Teaching Subject Specialism/s	Yes / No	Yes / No
Please give further details on any other aspects of the programme dedicated to School-based work not specified above if applicable.		
<b>Subject Methodology:</b> This term refers to courses in how to teach the subjects of the post-primary curriculum. This includes the organisation of subject content into areas or units required to construct schemes of work and lesson plans. It also includes the study of the teaching approaches employed in post-primary schools to teach subject content.	Was this covered in the programme?	
Study of the organisation of 'main' subject content into major areas or units for constructing schemes of work and lesson plans relevant to the post-primary curriculum.	Yes / No	
Methodologies for teaching the 'main' subject content to pupils in post-primary schools.	Yes / No	
Please give further details on any other aspects of the programme dedicated to Subject Methodology not specified above if applicable.		
Please give the percentage of the overall programme dedicated to Subject Methodology.		%
<b>Educational Issues and Theory:</b> programme content focusing on:	Was this covered in the programme?	
Child Development	Yes / No	
Theories of Learning	Yes / No	
Special Educational Needs / Inclusion	Yes / No	
Child Protection / Pastoral Care	Yes / No	
Social Aspects of Schooling	Yes / No	
Please give further details on any other aspects of the programme dedicated to Educational Issues and Theory not specified above if applicable		
Please give the percentage of the overall programme dedicated to Educational Issues and Theory		%

Proceed to Section H



**H. NON-TEACHING HIGHER EDUCATION QUALIFICATIONS (only complete if the Initial Teacher Education/Training course was a Post-graduate course)**

Was a Degree an entry requirement to the Initial Teacher Education/Training course:

Yes

No

Please provide further details on the structure and content of the undergraduate degree course undertaken by the applicant as referred to in Part 1 Section E:

Year	No. of Weeks in Academic Year	Main Subject	Hours (in real time)	Subsidiary Subject (if applicable)	Hours (if applicable)	For Office Use Only
YYYY / YYYY						
YYYY / YYYY						
YYYY / YYYY						
YYYY / YYYY						

**I. DECLARATION**

I have read the notes that accompany this form and I declare that, to the best of my knowledge and belief, all of the information provided is correct. I have not withheld any material information and I understand that such answers shall be the basis on which the application will be considered.

Signed:

Date:

Position:

Please impress university or college stamp here

General Teaching Council for Northern Ireland

3rd Floor Albany House, 73-75 Great Victoria Street, Belfast, Northern Ireland BT2 7AF

Telephone + 44 28 9033 3390 Fax + 44 28 9034 8787 E-Mail [registration@gtcni.org.uk](mailto:registration@gtcni.org.uk) Web [www.gtcni.org.uk](http://www.gtcni.org.uk)

**Check List**

Please use the following check list before returning your completed application

All sections completed

Signed & Dated

Official Stamp

**Next Step**

Please forward this form (Part 1 and Part 2), completed, signed, dated and stamped, to the General Teaching Council for Northern Ireland using the address on the back.

## Contact details

General Teaching Council for Northern Ireland  
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