



TYPE	Registration
NAME	Credential Authentication Policy
DATE APPROVED BY COUNCIL	December 12, 2014

INTENT

Dictated by Ontario Regulation 833/93 (Registration) as a non-exemptible requirement, all applicants for a certificate of registration must have a diploma or degree that, in the opinion of the Registration Committee, is equivalent to the diploma in dental therapy or denturism offered by George Brown College. Listed in the Registration Regulation Schedule, are the educational courses upon which an applicant's degree or diploma will be assessed for equivalency. This policy outlines what information is required for the Registration Committee to determine whether a diploma or degree from another institution is equivalent. The intent of this policy is to outline the requirement for documentation, including diplomas and/or degrees, to be authenticated through a third party.

THE POLICY

The Registration Committee will review courses that an applicant has taken as part of their diploma and/or degree to determine whether those courses are equivalent to the courses listed in the Schedule of Registration Regulation. In order to do this, the documents need to be verified and authenticated through a third party credential assessment agency.

The College has determined that the verification process will be provided through World Education Services (WES) and has developed an agreement with WES to ensure that the College's standards for transparency, objectivity, impartiality and fairness are met. Applicants must apply directly to WES and must provide all educational documents to WES before having their education equivalency assessed by the College. WES may have different rules on how information on courses/diplomas/degrees will be gathered and what type of documentation is required. The College requires applicants to follow those procedures when dealing with WES.

RELATED LEGISLATION AND DOCUMENTS

Denturism Act, 1991

Ontario Regulation 833/93 (Registration)

Registration Guide

Qualifying Examination Appeals Policy

PROCESS AND PROCEDURES

1. It is a non-exemptible requirement for applicants to have obtained a diploma in denture therapy or denturism from George Brown College or any other institution deemed equivalent by the Registration Committee.
2. Applicants who have been educated outside of Canada need to have academic qualifications assessed to see if they are equivalent.
3. The first step in the assessment is to have the documents verified as authentic and original.
4. Applicants need to contact WES directly and follow the process as indicated by WES. This can be done either online at <http://www.wes.org/ca/> or by contacting WES directly for an application.

WORLD EDUCATION
SERVICES 2 Carlton Street,
Suite 1400 Toronto, ON,
M5B 1J3 Website:
www.wes.org/ca/ Email:
contactca@wes.org

5. WES will attest to the authenticity of the documents provided and send a report directly to the College.
6. In order to prevent duplication of documents, the College will also accept original diplomas and other documentation that have been delivered to WES for the purposes of the Report.
7. The College's Registration Committee reviews the Report and determines whether educational equivalency has been met and whether the applicant is deemed eligible to attempt the qualifying examination.

DEFINITIONS

"Act" means the *Denturism Act, 1991* and includes the regulations made under it

"Report" means Course-by-Course Report and/or International Credential Advantage Package Report (ICAP)

REVISION CONTROL

Date	Revision	Effective