



2025 Bridge to Teacher Certification Program

School Authority Application Package

Alberta Education
2nd Floor, 44 Capital Boulevard
10044 108 Street
Edmonton, AB T5J 5E6
Email: EDC.teacherbursary@gov.ab.ca

Career and Technology Studies: 2025 Bridge to Teacher Certification Program Information Guide | Education
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2025 Career and Technology Studies Bridge to Teacher Certification (CTS Bridging) application

Complete and submit application form

Complete the following application for funding to support a CTS Bridging Program participant in your school authority and email an electronic copy to edc.teacherbursary@gov.ab.ca by December 6, 2024.

Please complete separate applications if submitting more than one request.

Applications are evaluated using the Selection Criteria for Review of Application Submissions rubric (see attached).

School authority name

SCHOOL AUTHORITY

School authority primary contact

TITLE

FIRST NAME

LAST NAME

STREET ADDRESS

TOWN OR CITY

PROVINCE

COUNTRY

POSTAL CODE

E-MAIL ADDRESS	PRIMARY PHONE NO.	SECONDARY PHONE NO.
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School authority secondary contact

TITLE	FIRST NAME	LAST NAME
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E-MAIL ADDRESS	PRIMARY PHONE NO.	SECONDARY PHONE NO.
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School/supervisor contact

SCHOOL

TITLE	FIRST NAME	LAST NAME
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E-MAIL ADDRESS	PRIMARY PHONE NO.	SECONDARY PHONE NO.
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Program participant contact

TITLE	FIRST NAME	LAST NAME
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E-MAIL ADDRESS	PRIMARY PHONE NO.	SECONDARY PHONE NO.
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Capacity of school authority to support CTS Bridging Program participant

Program team

Please provide the contact information for the program participant’s supervisor.

Name	Email	Phone

CTS Courses to be delivered by CTS Bridging Program participant

Identify the CTS courses and projected number of student enrolments.

Course name	No. of students	New or ongoing course

Human resources requirements

Please provide a description of the human resources available that will provide CTS Bridging Program delivery and support.

CTS Program facilities and equipment

Please provide a description of the school facilities and equipment that will be used by the program participant to support the CTS program.

CTS Bridging Program participant supports

Please identify how the school authority will support the program participant’s professional growth, development, supervision, and continued university studies until they complete their Bachelor of Education degree and qualify for Interim Professional Certification.

Sustainability

Please identify the school authority strategies for retaining the CTS Bridging Program participant as a teacher upon completion of the CTS Bridging Program.

Partnerships

Please identify any community, post-secondary and/or business partner(s) providing relevant support to the proposal and/or CTS Bridging Program.

Challenges

Please describe how Alberta Education grant funding will alleviate any current staffing challenges. Include details of previous actions to recruit a certified teacher to the CTS position.

Salary determination

Please identify current salary determination practices or articles in the school authority's collective agreement that recognize the CTS Bridging Program participant's previous employment experience for salary determination purposes.

Third-party support

Please attach any letters of support from third-party participants, if applicable, indicating their role and responsibility for the project (e.g., partnerships, post-secondary institutions).

Declaration

The school authority agrees to host in-person or online site visits for Alberta Education personnel, to participate in validation activities in collaboration with Alberta Education and the partnering teacher preparation institution, to contribute to knowledge-sharing activities, to provide ongoing feedback, to submit requested reports, and to participate in program evaluation if requested.

SIGNATURE OF PROPOSAL LEAD	DATE
SIGNATURE OF SUPERINTENDENT	DATE

Submission

Submit this application, along with any supporting documents, by December 6, 2024, to:

Teacher and Leadership Certification Branch
Alberta Education
2nd Floor, 44 Capital Boulevard
10044 108 Street NW
Edmonton, Alberta T5J 5E6
Email: edc.teacherbursary@gov.ab.ca

2.0 CTS Bridging Program Rubric: Criteria for Review of Application Submissions

Description	Needs improvement 1	Good 2	Excellent 3	Score x 2
<p>1. Capacity to deliver new or existing dual-credit/CTS program</p> <p>Human resources, facilities, equipment, and additional considerations.</p>	<p>Applicant provided limited information describing district capacity to deliver program as described.</p>	<p>Applicant provided detailed descriptions of anticipated capacity to deliver in <i>selected areas</i>.</p>	<p>Applicant thoroughly described anticipated capacity to deliver in <i>all areas</i>.</p>	
<p>2. Participant Supports</p> <p>Participant career development support (e.g., professional development, supervision).</p>	<p>Career development supports inside and outside of the CTS Bridging program were <i>mentioned</i>.</p>	<p>Career development supports inside and outside of CTS Bridging program were <i>described</i>.</p>	<p>Career development supports inside and outside of CTS Bridging program were <i>described clearly</i>.</p>	
<p>3. Sustainability</p> <p>Long-term sustainability (e.g., teacher retention strategies, district support, accessibility to teacher education courses, and professional development).</p>	<p>Short-term strategies are included to ensure retention and professional growth of participant.</p>	<p>Medium-term strategies are included to ensure retention and professional growth of participant.</p>	<p>Innovative, long-term strategies are included to ensure retention and professional growth of participant.</p>	
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Description	Needs improvement 1	Good 2	Excellent 3	Score
4. Partnerships (e.g., school, jurisdiction, community, post-secondary, business)	<i>No</i> evidence of partnerships (e.g., community, post-secondary, business support).	<i>Some</i> evidence of partnerships (e.g., community, post-secondary, business support).	<i>Partnership letters of support are included</i> (e.g., community, post-secondary, business).	
5. Recruitment Challenges Clearly identified staffing challenges experienced in attempting to fill CTS positions (e.g., location, retention, attraction).	Applicant briefly described staffing challenges experienced. <i>Limited</i> information is provided for <i>some or all</i> of the areas.	Applicant provided detailed description of the challenges to find staff to teach CTS courses. <i>Partial</i> information is provided in <i>all</i> areas.	Applicant provided evidence and thoroughly described challenges to find staff to teach CTS courses. <i>Extensive</i> information is provided <i>in all</i> areas.	
6. Salary Determination	Salary determination policy or collective agreement does not address salary determination for CTS Bridging participant.		Applicant provided salary determination policy or clauses in the school authority's current collective agreement that address salary determination for CTS Bridging participant.	
				/9
			Total	/27