

Congratulations and welcome to the Northern College Early Childhood Education program. A major component of this program is working directly with children throughout the two years you are with us. All students must complete a number of health and safety requirements to ensure their safety and the safety of the children.

One of the first steps as a first-year student in this program is to complete the **Placement Permit** process. This permit is a record of immunizations and certificates that confirms your readiness to work with children in our ECE Lab. It can take 1-4 months to complete immunizations after arriving in Canada. This would cause you to fail the courses that require a Placement Permit. For this reason, international students must complete immunization requirements before arriving in Canada.

### Step 1 – Immunizations

1. Find Your Immunization Record.
2. Download and print the [Year 1 ERV Package](#)
3. Use the “Pre-Placement Requirement Checklist” in your Year 1 ERV Package to track the immunizations you have already received.
4. Book a doctor’s appointment to receive missing immunizations.
5. Use the **Pre-Placement Immunization Form** in your Year 1 ERV Package to write all completed immunization dates (be sure you have received at least one dose of all required immunization series before moving to the next step).
6. Book an appointment with your healthcare provider (doctor) to sign and stamp your **Pre-Placement Immunization Form**.

**International students must complete at least one dose of all required immunization series’ BEFORE arriving in Canada to avoid costly delays.**

### Step 2 – Certificates

There are a number of required certificates that are listed in your Year 1 ERV Package. Many of these can be completed before arriving in Canada. Here are some details about each certificate:

1. **Vulnerable Sector Search (Employment) (VSS)** - will only be accessible once you have arrived in Canada and received your **Police Check Letter** from our program assistant. Expect to receive your letter in the first week of classes.
2. **Criminal Record Check from Home Country** - please bring a copy of this document with you to Canada.
3. **Workplace Hazardous Materials** - this course can be taken before arriving in Canada. Follow the link in the package for details.
4. **Statement of Confidentiality - ECE Lab** - this can be completed before arriving in Canada. Follow the link in the package, print a copy, then sign it.

5. **Behaviour Standards Contract** - this can be completed before arriving in Canada. Follow the link in the package, print a copy, then sign it.
6. **CCEYA Self-Test** - this can be completed before arriving in Canada. Follow the link in the package, study the information, take the test, print your certificate.
7. **International Study Permit** - this is required to enter Canada.

Please read through our [Frequently Asked Questions](#) to find the answers to common questions about this process. Students can reach out to Shawn Smith [smithsh@northern.on.ca](mailto:smithsh@northern.on.ca) if you have any questions or concerns.

**The deadline to complete your placement permit is September 30, 2024.**

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