



# Frequently Asked Questions



[www.otffeo.on.ca/en/learning](http://www.otffeo.on.ca/en/learning)

## IMPORTANT NOTICE RE SUBSIDIES FOR TECHNOLOGY AQ COURSES

The current funding available for subsidizing Technology AQ courses is nearly depleted.

If you apply for a subsidy for a Technology AQ course, there is no guarantee that you will receive the subsidy at this time. However, should additional funding become available, your application will remain on file to be considered at that time on a first come, first served basis.

## What is the AQ/ABQ subsidy?

The Ministry of Education, through the Ontario Teachers' Federation (OTF), is offering a subsidy to OTF or affiliate members who successfully complete an Additional Qualification (AQ) or Additional Basic Qualification (ABQ) course in Mathematics, Technology or Kindergarten. Undergraduate Math courses that are a prerequisite for an AQ or ABQ are also eligible for the subsidy.

## How much is the subsidy?

The subsidy amount is up to \$450, regardless of the course location or provider, and is paid directly to the teacher on successful completion of the course.



## Who is eligible for a subsidy?

You must be an active member of OTF or its Affiliates.

You are not eligible to apply for a subsidy if you completed an AQ/ ABQ or undergraduate prerequisite Math course before April 1st, 2014 (the beginning of this program).

You are not eligible to apply for a subsidy if you registered for and completed your course between May 1st, 2015 and January 31st, 2016. Please contact your school board – you should be subsidized through application to the board.

You are eligible for a Math AQ/ABQ or undergraduate Math course subsidy if you completed your course between April 1, 2014 and April 30, 2015.

You are eligible to apply for a Math AQ/ABQ or undergraduate prerequisite Math course subsidy if you registered for your course before May 1, 2015 but completed it later.

You are eligible to apply for a Math, Technology (ICT) or Kindergarten AQ/ABQ or undergraduate prerequisite Math course subsidy if the course is completed on or after February 1, 2016, regardless of when you registered.

**Please note: If you are an OECTA member and applying for a Math AQ/ABQ subsidy, your application must be processed by OECTA. Please visit the OECTA website ([www.oecta.on.ca](http://www.oecta.on.ca)).**



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## Which courses are included in the list of AQs/ABQs that I can take to receive a subsidy?

### MATHEMATICS

- Mathematics, Primary and Junior - Part 1
- Mathematics, Primary and Junior - Part 2
- Mathematics, Primary and Junior - Specialist
- Mathematics, Grades 7 and 8
- Mathematics, Intermediate/Senior (ABQ)
- Mathematics, Honours Specialist

### TECHNOLOGY

- Integration of Information and Computer Technology in Instruction, Part 1
- Integration of Information and Computer Technology in Instruction, Part 2
- Integration of Information and Computer Technology in Instruction, Specialist
- Teaching and Learning through e-Learning

### KINDERGARTEN

- Kindergarten, Part 1
- Kindergarten, Part 2
- Kindergarten, Specialist

You can take the above AQs/ABQs with any provider accredited by the Ontario College of Teachers to deliver a AQ/ABQ. You can ask the organization to transmit to OTF proof of your successful completion of the course.

Undergraduate courses must be shown to be prerequisites for an AQ or ABQ through a declaration by an AQ/ABQ provider.

## How do I apply?

For your application, you will need the following:

- Proof from yourself that the AQ/ABQ has been successfully completed or indicate that the provider will provide the proof;
- proof of membership (your Federation membership ID #) in an Ontario teachers' federation (AEFO, ETFO, OSSTF or OECTA);
- a declaration that no other subsidy has been accessed for the course, or if it has, the amount of said subsidy; and
- a current mailing address for receiving the subsidy cheque.

Members who complete an undergraduate Math course that is a prerequisite for a Math AQ or ABQ are also eligible for a subsidy. To qualify for a subsidy, OTF will need to receive from you:

- proof that the Math course is a prerequisite for an AQ or ABQ;
- proof of membership (your Federation membership ID #) in an Ontario teachers' federation (AEFO, ETFO, OSSTF or OECTA);
- a declaration that no other subsidy has been accessed for the course, or if it has, the amount of said subsidy; and
- a current mailing address for receiving the subsidy cheque.

**Please note: If you are an OECTA member and applying for a Math AQ/ABQ subsidy, your application will be handled by OECTA. Please visit the OECTA website ([www.oecta.on.ca](http://www.oecta.on.ca)).**



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**If I receive a subsidy, can I apply for a second subsidy to take another course later in the year?**

You may apply for up to three subsidies in each area: Mathematics, Technology and Kindergarten.

**How will I receive the subsidy?**

After OTF has received proof of successful completion and other required information needed in the application form, we will issue a cheque in your name, which we will mail to the address provided by you.

**I have already received a subsidy from my school board for an AQ/ABQ I am taking. Am I still eligible for the full amount of the subsidy through OTF?**

If you have received a subsidy from your school board or other source, you must indicate this in your application and you will receive a reduced subsidy. The reduced subsidy will depend on the amount received from your board. It is understandable that we want to make sure that everyone is eligible for the same subsidized amount and that no one ends up getting more than their fair share.

**How long will the subsidies be available?**

The Ministry of Education has provided a generous but limited amount of funds to enable this subsidy program. The subsidies will be provided on a first come, first served basis. This means that we cannot guarantee a subsidy to every member who applies, but we will do our best to let you know when the funding is coming to an end.

For more information, talk to your AQ/ABQ provider.  
You can also contact OTF at 416.966.3424 or 1.800.268.7061.  
Ready to apply? Just click [here](#).