

**GUIDELINE TITLE: GRADE 12 EQUIVALENCY****PURPOSE**

To identify what the ministry will consider equivalent to grade 12 as referenced in Schedule 2 of O. Reg. 128/04 in relation to:

- (a) municipal system operator and water quality analyst certificates
- (b) limited system operator certificates

**CONTEXT**

In order to qualify for a municipal operator certificate, among other qualifying criteria, a person must have grade 12 or education qualifications that the Director considers equivalent.

To qualify for a limited system operator certificate a person must have grade 12 or education qualifications or training that the Director considers equivalent.

**MINISTRY POLICY****1. GRADE 12 EQUIVALENT – OPERATORS & WATER QUALITY ANALYSTS**

The Director considers the following to be equivalent to grade 12 in Ontario for purpose of securing an operator or water quality analyst certificate:

- (a) A secondary school graduation diploma from any other Canadian province or territory or the United States
- (b) A General Educational Development (GED) certificate issued by a Canadian province or territory or the United States
- (c) A transcript, diploma, or certificate from another country, assessed at an Ontario OSSD level by a recognized assessment service
- (d) A Canadian postsecondary diploma or degree
- (e) A non-Canadian postsecondary diploma or degree that has been assessed as equivalent to a Canadian postsecondary diploma or degree by a recognized assessment service
- (f) A certificate of completion for an academic upgrading program from Ontario or another Canadian jurisdiction that is accepted by an Ontario Colleges of Applied Arts & Technology for entry into an Ontario post secondary program
- (g) A 2-3 year certificate or a 3-4 year diploma from a recognized Canadian university or community college
- (h) A certificate of apprenticeship in any trade from Ontario or other Canadian jurisdiction
- (i) A certificate of completion for a Ministry of Training, Colleges and Universities approved trade-specific training program from an Ontario College of Applied Arts and

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Technology. Similar certificates from non-Ontario jurisdictions must be assessed for equivalency an Ontario College of Applied Arts and Technology.

- (j) Completion of the first year of a 2 to 3 year college program directly related to water or wastewater. To be considered for this equivalence, the student must provide a letter from the college indicating that the student took all the required courses and received a passing grade in these subjects. The program must also be approved by the ministry for this purpose.

**Process:**

Documents which the Director considers equivalent or representative of grade 12 include: transcript, diploma or letter of verification which are issued by a school board or private school. Applicants wishing to have grade 12 or equivalent verified by the Program Administrator should submit these documents to the Program Administrator for review.

A person who has secured one operator certificate/licence is not required to verify grade 12 for other certificates/licences.

**2. EDUCATION QUALIFICATIONS – LIMITED SYSTEM OPERATOR CERTIFICATE**

The Director considers the following training equivalent to grade 12, for the purpose of securing a limited system operator certificate:

- (a) Verify grade 12 equivalence as outlined in Section 1 of this guide
- (b) Verify at least one month as an operator in a limited system within the twelve months preceding August 1, 2004
- (c) Verify grade 10 education plus 2 years of continuing education OR 90 Continuing Education Units (CEUs) of “Director Approved” training