



**Application for Qualified Teacher Status
from teachers trained in Scotland
or with full General Teaching Council
for Scotland registration status**

Guidance notes: about your application

What is Qualified Teacher Status (QTS)

QTS is an accreditation, made to teachers who have demonstrated that they have met the required professional standards to be able to teach in maintained schools, non-maintained special schools or pupil referral units in England. Without QTS a teacher cannot be employed as a qualified teacher in state schools.

General Teaching Council for England

Children and young people thrive through high quality teaching.

Our job is to support the professional efforts of teachers to make this a reality.

Launched in September 2000, the GTC is the independent professional body for teaching in England.

We are committed to ensuring the best possible standards of learning and achievement for young people.

We maintain a register of qualified teachers in England and regulate the teaching profession in the public interest.

We provide advice to government and other agencies on key issues affecting the quality of teaching and learning.

We work with teachers to ensure that our advice is based on practical experience and sound research.

The Council is a unique coalition of teachers and other partners with an interest in the education service, including parents, governors and employers.

Registering with the GTC

You must be fully registered with the GTC if you are a qualified teacher and you are employed to teach in a maintained school, non-maintained special school or a pupil referral unit.

By teach we mean:

- planning and preparing lessons and courses for pupils;
- delivering lessons to pupils; and
- assessing or reporting on the development, progress and attainment of pupils.

The requirement to register applies to full-time, part-time and supply teachers.

If you are employed as a teacher in other settings, it may be a requirement of your contract of employment that you are registered with the GTC. You should check this with your employer.

We welcome registration from all qualified teachers, whether required to register or not.

How to complete your application for QTS

- 1) Ensure that all relevant data fields have been completed.
- 2) Sign and date the form where indicated.
- 3) Forward the application form to either your Initial Teacher Training (ITT) provider or the General Teaching Council for Scotland (GTCS) for endorsement. Please **do not** send this form to the General Teaching Council for England.

What will happen next?

As soon as your endorsed QTS application form is returned to the GTC we will assess it against the regulations governing the award of QTS.

If QTS is awarded we will allocate a teacher reference number to you (if you do not already hold one) and write to you enclosing a letter to confirm your QTS and an application to register with the GTC.

If QTS is declined we will write to you confirming that fact, requesting additional information if relevant.

Overseas trained teachers recognised in Scotland

Since 1 January 2010, overseas trained teachers (OTTs) who qualified outside of the European Economic Area (EEA) and who have gained recognition as a teacher in Scotland, can also apply for QTS in England. In order to be eligible to apply in England, OTTs must first have full registration with the GTCS. Please note, before full registration can be granted in Scotland, the GTCS requires a period of probation is completed in a Scottish school.

EEA nationals who are recognised as qualified teachers in an EEA member state may apply for QTS in England under the terms of Council Directive 2005/36/EC without the need for further training.

Assistance

If you require help completing your application form, or have any questions, please either email the Teachers' Qualifications Section at tqanswer@gtce.org.uk or by telephone on 0121 345 0140.

Application for Qualified Teacher Status from teachers trained in Scotland or with full General Teaching Council for Scotland (GTCS) registration status

This form should only be completed by those teachers either trained in Scotland or fully registered with the GTCS.

To be completed by applicant

Please complete all relevant sections clearly using block capitals

Personal details

Forename: Middle name(s):

Surname:

Title: Gender (m/f): Previous surname(s) if applicable:

Date of birth: National Insurance number:

Home address:

Postcode: Contact telephone number (including STD):

Email address:

Signed: Date of signature:

Details of teacher training

Name of institution:

Country of institution:

Period of study: From: To:

Title of qualification:	Age range trained to teach:	Subject(s) trained to teach:	Date awarded:
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

Details of previous degree (for postgraduate teaching courses)

Name of institution:

Country of institution:

Period of study: From: To:

Degree title:	Class:	Main subjects:	Date awarded:
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

Induction

Teachers in England who gained QTS after 7 May 1999 are required to satisfactorily complete a statutory induction period (usually three school terms). However, if you qualified in Scotland before 7 May 1999 you will be exempt from this requirement. You will also be exempt if you have or are eligible for full registration with the GTCS. Now send this form to:

- the GTCS if you currently hold full registration status with them. The General Teaching Council for Scotland, Clerwood House, 96 Clermiston Road, Edinburgh EH12 6UT or;
- your teacher training institution, if you do not have full GTCS registration, but have successfully completed a teacher training course which allows you to teach in Scotland.

Note for authorising body:

Please complete **Part 2 or 3, as applicable**, to confirm that the information given by the applicant in Part 1 (overleaf) is correct, and that either:

- the applicant has successfully completed a teacher training course at an institution in Scotland which allows them to teach in schools in Scotland; or
- the applicant has full GTCS registration.

2 To be completed by the teacher training institution

I confirm that the details given in Part A of the form are correct and that the applicant has successfully completed a course of training which allows them to teach in schools in Scotland.

Official Stamp

Signed:

Name (CAPITALS please):

Date of signature:

3 To be completed by The General Teaching Council for Scotland

I confirm that the details given in Part A of the form are correct and that the applicant has full GTCS registration as a teacher of primary or secondary education.

Date full registration with GTCS commenced:

Official Stamp

Signed:

Name (CAPITALS please):

Date of signature:

Please return the completed form to:

General Teaching Council for England, Teachers' Qualifications Section, Victoria Square House, Victoria Square, Birmingham, B2 4AJ

For office use only:

Disability

Please put a cross in the box to indicate whether or not you have a physical or mental impairment which has a substantial and long term adverse effect on your ability to carry out normal day-to-day activities (Section 1(1) of the Disability Discrimination Act 1995)

Yes

No

This information will be used to estimate the number of registered teachers with disabilities, as defined by the Disability Discrimination Act 1995. If you are not sure whether you consider yourself disabled as defined by the Act, or need information, please contact the Equality and Human Rights Commission on 0845 604 6610 (phone), 0845 604 6630 (fax), 0845 604 6620 (textphone), or visit www.equalityhumanrights.com

Ethnicity:

Please put a cross in one box to indicate your cultural background. This information will be used to estimate the number of registered teachers from different ethnic groups to enable the GTC to track and help monitor equal opportunities for all teachers. This information is included as a matter of GTC policy and is recommended by Equality and Human Rights Commission.

White British Irish Other**Black, Black British** Caribbean African Other**Asian, Asian British** Indian Pakistani Bangladeshi Other**Mixed** White & Black Caribbean White & Black African White & Asian Other**Chinese, Chinese British or other ethnic background** Chinese Other**Prefer not to state** Put a cross here if you prefer not to state your ethnic group

