



Memorandum

The Alberta Teachers' Association

INFORMATION AND ACTION MEMO

[Action Required by 2021 03 08]

Date 2021 02 16

To ATA Local School Representatives

From Robert T Mazzotta, Elections Returning Officer

Re Voting Instructions for 2021 PEC Election

Please distribute one copy of the enclosed voting instructions and information to each teacher in your school to help promote participation in the 2021 PEC election.

If you did not receive enough copies, direct your colleagues to the ATA website at www.teachers.ab.ca. Go to News and Info > Campaigns > 2021 PEC Election. The Vote section contains a PDF of the voting instructions, as well as a video demonstration.

Important Dates and Deadlines

Monday, March 08, 2021—Voting opens at 8:00 AM.

Thursday, March 11, 2021—Voting closes at 5:00 PM.

Friday, March 12, 2021—Results of the 2021 PEC election are announced.

Everyone Needs an Online ATA Account to Vote

Members without an online ATA account can go to www.teachers.ab.ca to request one. This one-time transaction requires teachers to provide their teaching certificate numbers. Please see the back of this memo for information on how members can get their teaching certificate numbers and set up an online ATA account.

Thank you for your help in promoting the 2021 PEC election.

If you have any questions, please contact the elections administration officer, Nikki Cloutier at nikki.cloutier@ata.ab.ca.

RTM/nlc/tgs

cc Local Presidents
Local Secretaries
Provincial Executive Council
Executive Staff Officers

THREE WAYS TO GET YOUR TEACHING CERTIFICATE NUMBER

1. Call the Alberta Teachers' Association

Call 780-447-9400 or 1-800-232-7208 and ask for Teacher Qualifications Services. Your number should be on file with us if you have applied for a statement of qualifications or if you've had an evaluation of your teaching qualifications.

2. Request it from your employer

Your employing school jurisdiction will have your teaching certificate number on file, but it may or may not provide it to you upon request.

3. Go through the Alberta Education Teacher Self-Service

Alberta Education will not provide your teaching certificate number over the phone. Instead, the department requests that you follow these directions to obtain your number through the Alberta Education TWINS Teacher Self-Service:

- If you have already registered with the Teacher Self-Service, log in using your unique reference number to retrieve your certificate number.
- If you have not already registered, please note that it takes up to two working days. Visit www.education.alberta.ca and query Teacher Self-Service to register.
- If you have lost or misplaced your Alberta teaching certificate, you will be required to register for Teacher Self-Service to request a duplicate copy of your certificate. Please note that there is a fee of \$25 payable to the Government of Alberta for a duplicate certificate.
- Note that through Teacher Self-Service, you can apply for certification, request a duplicate certificate or statement of standing, and update your personal information.