

Form : core training or continuing education training accreditation

- Name of the school.
- Name and contact information of the person responsible for the school.
- Physical address.
- NEQ NUMBER (numéro d'entreprise du Québec).
- Phone / Email.
- Website / Facebook.

Additional information:

To process your request, we also ask that you include the following:

- Names of any other active teachers.
- Names and background / specialties of teachers (CV).
- List of programs or courses offered by the training center.
- A course syllabus and evaluation methods (example : passing grade, etc.) are also appreciated. A detailed brochure or in some cases the school's website can satisfy these criteria.
- Duration of the entire professional program or of individual course modules, if applicable.
- A copy of the intake form (health form) that is presented to students, if applicable.
- Do you use a projector to present the material, if applicable.
- Approximate number of graduates in the last 12 months, if applicable.
- LinkedIn / Social media or other online presence.
- Any books used that are commercially available.
- Specimen of a diploma.
- Do you offer a T2202A statement to your students for tax purposes?
- Sample final exam.

If your school is new to the market, which is defined by the date in the Quebec business registry, please include an 80\$ cheque payable to AQTN. Note that this fee is non-refundable whether the school is accepted or not.

If the school has been in existence for more than 2 years, the \$80 administrative fee will not be required. If you have any questions, please do not hesitate to contact us, we will be happy to assist you.