

Canada - National

When you need your Canadian document to be recognized in another country, it has to go through a process called authentication and legalization, also commonly referred to as apostille or attestation. The entire process centers on certifying that the official signatures on the document are legitimate.

In the case of your TESOL Certificate, there are three steps involved in the authentication and legalization process.

The first step involves having a Canadian notary public create a certified true copy of your certificate. The notary will affix their seal and signature to the copy of your certificate, certifying that it has not been altered from the original.

The second step, called "authentication", involves having the Department of Foreign Affairs (DFATD) affix a stamp of authentication to your document certifying that the seal and signature on the document are from a Canadian notary public currently in good standing.

The third step, called "legalization", is done by the diplomatic mission of the destination country. A consular officer confirms that the document is prepared appropriately and will confirm the certificate of authentication affixed by DFATD. If all is in order, the diplomatic mission affixes a stamp of legalization to your document.

Each embassy has their own particular requirements concerning the authentication and legalization process and it is important to note that there are some exceptions to this standard process. You should thoroughly research the requirements of the destination country and contact the diplomatic mission in advance.

International Documents Canada (IDC) is a company that specializes in the authentication and legalization of Canadian documents for use in another country. IDC works closely with the Department of Foreign Affairs and over 200 diplomatic missions. They can provide you with a free country specific consultation and point you in the right direction. You can contact IDC toll free at 1-888-433-1011 or visit them at www.idocscanada.ca .