

The **Surplus and Transfer** process gives teachers the opportunity to transfer to another worksite and/or apply for a new job within the board.

Timelines and Procedures

The Procedures for Transfer of Elementary Affiliated Teachers have been established in accordance with the Letter of Understanding regarding Surplus and Transfer Procedures and the Collective Agreement between the Toronto District School Board and the Elementary Teachers of Toronto. To access supporting material through the Toronto District School Board (TDSB), click [here](#).

Surplus and Transfer Resources

[Applying to Postings Information and FAQ](#)
[Family of Schools \(Learning Network\) Teacher Requested Transfer \(TRT\) Information and FAQ](#)

Workshop Dates

ETT is holding a virtual Surplus and Transfer process workshop on **Monday, March 24 and Thursday, April 3, 2025 at 5:00 p.m. via Zoom. Register for your preferred workshop date below.**

Teacher Exchange Transfer

As per the Letter of Understanding in the Collective Agreement, and the Surplus and Transfer timelines, notes, and explanations: A **Teacher Exchange Transfer** can occur where there is mutual agreement of the Teachers and Principals involved, in consultation with LN Superintendents. If mutual agreement has been reached, the Principals will advise the Elementary Teaching Office.

An announcement will be made through the *ETT Weekly* when a secure page is available where members can post their current position and where they are looking to establish a transfer.

The Teacher Exchange Transfer process begins on Saturday, April 15, 2025, and ends on June 15, 2025 at 12:00 p.m.

Please Note: This is a permanent switch. You will become part of the new school staff.