

Education Assistant and Community Support Certificate

ADMISSION INFORMATION

Admission Requirements

Educational Requirements

- B.C. Grade 12 or equivalent or Mature Student Status.
- 73% on the combined BC. English Grade 12/English Grade 12 First Peoples Government Exam (written within the last five years) **or** Level 5 on LPI (written within the last two years) **or** completion of English 0600 with a grade of C+ or better **or** satisfactory completion of the TRU English assessment (ACCUPLACER) at the university entrance level **or** completion of ESAL 0570 and ESAL 0580 with a grade of C+ or better.

For information about the ACCUPLACER contact the Assessment office 250-828-5470.

General Requirements

- **Age:** Applicants must be a minimum of 18 years of age on or before December 31, 2014
- Canadian Citizenship or Landed Immigrant Status
- Two letters of reference. (Please use enclosed forms)
- Immunization record, (the form will be mailed to you)

Documentation Required

The following documentation is necessary to verify admission requirements:

- Official transcripts of previous secondary and post-secondary educational record.
- Proof of Citizenship or Landed Immigrant Status required if applicant not born in Canada.
- LPI results, if required. It is your responsibility to forward your LPI results to TRU, Office of the Registrar either in person or by faxing 250-371-5960 or emailing the result to jholmberg@tru.ca.
- Two letters of reference. (See enclosed forms).

Important Details

This application package is valid between **October 1, 2013 and August 31, 2014**. New information/application packages will be available as of October 1, 2013 for the September 2014 intake.

Application Procedure

Admissions encourages you to submit an Application for Admission form and related documentation as soon as you complete each of the requirements. The minimum documentation which will be accepted is as follows:

- The \$26.51 application Processing Fee if you have never attended TRU before.
- A completed Application for Admission form.
- A copy of your official interim or final Gr 12 grades.

Acceptance to the Program

As this program is usually over-subscribed (there are more applicants than the **24 available seats**), applicants will be admitted to the program using the following criteria:

Last date of receipt of required documentation related to the general, educational and personal readiness requirements.

Applicants should submit completed required documents such as LPI results as quickly as possible.

Re-Application

If you were not accepted **OR** applied but did not attend last year, you must submit a **NEW** application form and contact admissions to ensure that all required documentation is still on file and complete.

Registration and Payment of Fees

You will be notified by admissions once you have been accepted to your limited enrollment program and will receive registration information once admittance has been finalized. Once admitted, you will be required to pay a \$500 commitment fee as early as June to secure your seat in the program.

Language Proficiency Index

(LPI) Test score is valid for admission only if it has been written within the last two years. If your test was written over two years ago, you must re-write. For scheduled testing sessions, students register to write through UBC-ARES. Information/registration pamphlets can be picked up at the TRU Assessment Centre, Room OM1762, Tel: (250)828-5470, or you may contact UBC directly at: <http://www/lpi.ubc.ca>. The fee is \$109 plus tax. It is **your** responsibility to supply a copy of your LPI results to Admissions. Admissions Fax: 250-371-5960 or email your result to jholmberg@tru.ca

Note to High School students: Grade 12 English results will not be available until July or August, therefore, we strongly recommend you sit the LPI exam and forward results to us as soon as you receive them. Traditionally, most EACS seats have been offered prior to Grade 12 results being posted.

Academic Readiness

Applicants are encouraged to meet any academic requirements beforehand. If applicants have been out of an academic setting for some time, they should consider taking English 0600 to prepare themselves for the writing demands of the program. Because assignments are likely to be requested in typed format, basic keyboarding skills/computer literacy skills prior to entry are **strongly** recommended.

Personal Readiness

Since students in this program will be preparing for employment that requires them to work with a wide variety of people in generally stressful situations, applicants should be in good physical and emotional health before applying for admission.

Immunization (form will be mailed to applicant when a seat is offered.)

Applicants must have up-to-date immunization for diphtheria, tetanus, measles and rubella, as well as a negative tuberculin screening. The immunization form will be mailed to students offered a seat in the program. Completed forms are to be returned to the TRU Medical Clinic.

References

Applicants must submit **two** letters of reference (forms are included in package). At least one must be from an employer, volunteer supervisor or community professional who comment on the applicant's suitability for, or performance in human service work. Reference letters must be less than two (2) years old at date of application to the program and must include the referee's phone number.

Practicum Requirements

1. Criminal Record Check

Applicants will be required to undergo a Criminal Record Check for practicum purposes once accepted to the program. Practicum placements reserve the right to refuse to accept students with a criminal record. This may impair a student's ability to successfully complete the Education Assistant and Community Support Certificate.

2. Age

Applicants to the EACS Program must be a minimum of 18 years of age as of December 31, 2014, in order to satisfy the Criminal Record Search requirement.

Please telephone Admissions at (250) 828-5091 if you have any questions, or email jholmberg@tru.ca

Course Listings

Fall Semester/September to December

ENGL 1100	Composition
EDCS 1580	Intro to Professional Human Service Practice
EDCS 1640	Foundations of Community & School Support Work
EDCS 1660	Health Care Principles
PSYC 2130	Intro to Developmental Psychology: Childhood and Adolescence

Winter Semester/January to April

EDCS 1680	Field Work (Practicum)
EDCS 1540	Interpersonal Communications, and Helping Relationships
EDCS 1650	Understanding Behaviour: Learning for Independence
EDCS 1750	Alternate & Augmentative Communication
PSYC 2230	Intro to Developmental Psychology: Adulthood and Aging



THOMPSON RIVERS
UNIVERSITY

PROGRAM INFORMATION

EDUCATION ASSISTANT AND COMMUNITY SUPPORT CERTIFICATE

- Thompson Rivers University is a PCTIA Accredited institution.
- Tuition fees are approximately \$5,000.00 for the program.
- Books are approximately \$1,000.00 for the program.
- Supplies would be at the discretion of the student – i.e. pens, notebooks, transportation etc.
- Program is offered yearly, start date September, ending April 30.
- Duration of training is eight months.
- Program starts the first Tuesday after the long weekend in September and ends the end of April.
- Prerequisites for the program are listed in the application package.
- In 2013, 24 people graduated from the program.
- 80% to 90% of the graduates of the program have found employment in their chosen career within four months of graduating.
- Course and program prerequisites are the same.
- Employers do recognize this training offered through Thompson Rivers University but it is advisable to contact prospective employers to confirm this.



THOMPSON RIVERS
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Office of the Registrar

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APPLICANT CHECK LIST

- Please read the Admission Package completely and submit required documentation as completed.

- Complete TRU Application Form and pay \$26.51 fee (required if you are a new student to TRU).

- Supply TRU Admissions with required official transcripts, e.g.: LPI results, Gr. 12 transcript, copy of GED.

- Register to write the Language Proficiency Index Exam (LPI) for the next earliest sitting (if required) and forward results to TRU Admissions as soon as you receive them. Fax result to 250-371-5960 or email to jholmberg@tru.ca

- Provide TRU admissions with two current references (submit on reference forms supplied in application package).

**** Please advise Admissions, 250-828-5091 OR jholmberg@tru.ca of any change of address.****



**THOMPSON RIVERS
UNIVERSITY**

Office of the Registrar

EDUCATION ASSISTANT AND COMMUNITY SUPPORT CERTIFICATE

Reference Form 1

Date: _____

Name of Referee: _____ **Phone #:** _____

Name of Applicant: _____ Student #: _____ - _____

1. a) In what capacity have you known the applicant?

b) How long have you known the applicant?

2. Please comment on the applicant's abilities in the following areas:

a) Communication skills (written & verbal)

b) Ability to work with a variety of people (e.g. Youth, families, different cultures, disabilities etc.)



**THOMPSON RIVERS
UNIVERSITY**

Office of the Registrar

EDUCATION ASSISTANT AND COMMUNITY SUPPORT CERTIFICATE

Reference Form 2

Date: _____

Name of Referee: _____ **Phone #:** _____

Name of Applicant: _____ Student #: _____ - _____

5. a) In what capacity have you known the applicant?

b) How long have you known the applicant?

6. Please comment on the applicant's abilities in the following areas:

d) Communication skills (written & verbal)

e) Ability to work with a variety of people (e.g. Youth, families, different cultures, disabilities etc.)



**THOMPSON RIVERS
UNIVERSITY**

Office of the Registrar

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13/FA – September to December

TUITION COSTS SEPTEMBER TO DECEMBER \$2,606.23

***including MEDICAL & DENTAL (\$248 FOR FULL YEAR)**

And UPASS (Bus pass \$51.65)

***A medical and dental fee of \$248 is automatically charged to all students. To opt out of medical and dental email healthanddental@tru.ca or 250-828-5289 with proof of coverage.**

14/WI – January to April

TUITION COSTS JANUARY TO APRIL \$2,500.00

Including UPASS (Bus pass)

The above fees are approximate and may be subject to fee increase of 2% each year

ESTIMATION OF BOOK COSTS \$1,000.00

(TRU BOOKSTORE Tel: 250-371-5793, located in the Campus Activity Centre)

To pay fees by credit card telephone the Campus Cashier, 250-371-5646

**To pay by mail: Office of the Registrar
 Thompson Rivers University
 900 McGill Road
 Kamloops, BC V2C 0C8**

For information about student loan contact Financial Aid and Awards 250-828-5024 or finaid@tru.ca

Sponsored students please visit our website at http://www.tru.ca/finance/tuition_sponsorsip.html and complete the sponsorship form.