

Education Assistant & Community Support Certificate

2017/18 ADMISSION INFORMATION

Program Description

The Faculty of Education and Social Work at TRU offers a full time, eight month Education Assistant & Community Support Certificate. This program prepares students to provide support and service to children or adults with exceptionalities. Graduates are able to assist individuals with special needs to learn educational, social, vocational, recreational and personal life skills. During the winter semester, you will be able to gain on-the job training during the field work practicum, with placements offered in schools and community agencies.

Upon graduation, you may work in a career as a Certified Education Assistant or Community Support Worker. Students who complete the program may choose to ladder directly into Year Two of the Human Service Diploma program. Visit this website for more information <http://www.tru.ca/edsw/social-work/eacs.html>.

Intake Date

This program offers only one intake per year in **September and is limited to (24) seats.**

Admission Requirements

- Completion of Grade 12 (or equivalent)
- English 12 or English 12 First Peoples with a minimum 73% with government exam within the last 5 years (or equivalent)
- Proof of Permanent Residency / Canadian Citizenship

Applicants not having met grade 11/12 English may do so by submitting a successful Accuplacer Result. Contact the Assessment Centre at 250-828-5470 or email assess@tru.ca to book a testing date.

Program Requirements:

- Applicants **must be (18) years of age** on or before December 31, 2017.
- Two Letters of Reference (use enclosed forms).

Upon acceptance and prior to commencement of the program, applicants are required to:

- Submit an Immunization record (form mailed when seat offered)
- Provide a Criminal Record Check required for field work purposes. (The program coordinator will process upon admittance).

How to Apply

1. Apply online via the Education Planner BC website at <https://applybc.ca/tru.jsp#landing-start-application:applybc> (requires credit card). Or apply with the TRU paper application <http://www.tru.ca/admissions/apply.html>.
2. Submit the **\$28.12** application fee payment. ***Applications submitted without payment will not be processed.***
3. Submit Official High School transcripts.
4. Submit Official Post-secondary transcripts for Institutions previously or currently attending.
5. Submit two Letters of Reference (use enclosed forms).

Next steps

TRU Admissions will notify applicants within 2 to 3 weeks of having received their application. Once we have reviewed your application and applicable supporting documents, we will notify you about the admission decision.

Admission

Applicants selected for admission will receive a Seat Offer Letter, requesting a \$500.00 commitment fee payment to secure their seat. The remaining balance of tuition is due and payable when classes start.

Support Services

Visit the TRU home page www.tru.ca to search information for Disability Services, Counselling, Sponsorship and Student Housing. For assistance with **financial planning** contact TRU Student Awards and Financial Support 250-828-5024.

Program Coordinator

Vickie Bruce ybruce@tru.ca
Phone: 250-377-6087

Program Advisor

Catherine Dallaire cdallaire@tru.ca
Phone: 250-852-7181

Faculty - Susan McKay smckay@tru.ca
250-371-5584

TRU Admissions

900 McGill Road
Kamloops, BC V2C 0C8
Email: admissions@tru.ca
Phone: 250-828-5036

Fax: 250-371-5960



Reference Form 1

One reference must be from an employer, volunteer supervisor or community professional who can comment on your suitability to work in the field of Education Assistant and Community Support work. Reference letters must be less than 2 years old at date of application and must include the referee's phone number.

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 (eg. children with disabilities, families, different cultures)?

c) Demonstrates healthy lifestyle (e.g. Stress management, emotional stability, appropriate personal boundaries, etc.)?

3. What do you see as the applicant's strengths and/or areas needing improvement?

4. General comments (e.g. Barriers to completing program or working in the field, special circumstances, etc.)?

Signature: _____

Date: _____



Reference Form 2

One reference must be from an employer, volunteer supervisor or community professional who can comment on your suitability to work in the field of Education Assistant and Community Support work. Reference letters must be less than 2 years old at date of application and must include the referee's phone number.

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 (eg. children with disabilities, families, different cultures)?

c) Demonstrates healthy lifestyle (e.g. Stress management, emotional stability, appropriate personal boundaries, etc.)?

3. What do you see as the applicant's strengths and/or areas needing improvement?

4. General comments (e.g. Barriers to completing program or working in the field, special circumstances, etc.)?

Signature: _____

Date: _____