



FACULTY OF EDUCATION

UNIVERSITY OF PRINCE EDWARD ISLAND

BACHELOR OF EDUCATION (EARLY YEARS)

INFORMATION GUIDELINES FOR

EARLY CHILDHOOD EDUCATORS

THIS PROGRAM IS BEING OFFERED, AS A RESULT OF THE MELLA REPORT, BY THE UNIVERSITY OF PRINCE EDWARD ISLAND. THE PROGRAM WAS DEVELOPED IN CONSULTATION WITH THE KINDERGARTEN TRANSITION TEAM WHICH INCLUDES REPRESENTATIVES FROM THE PRINCE EDWARD ISLAND DEPARTMENT OF EDUCATION AND EARLY CHILDHOOD DEVELOPMENT, ALL OF THE SCHOOL BOARDS AND DISTRICTS, THE PRINCE EDWARD ISLAND TEACHER'S FEDERATION, HOLLAND COLLEGE, AND COLLEGE DE L'ACADIE.

THIS BACHELOR OF EDUCATION (EARLY YEARS) PROGRAM IS OFFERED SPECIFICALLY FOR KINDERGARTEN EDUCATORS WHO HOLD CURRENT CERTIFICATION AS AN EARLY CHILDHOOD EDUCATOR ISSUED BY THE PRINCE EDWARD ISLAND DEPARTMENT OF EDUCATION AND EARLY CHILDHOOD DEVELOPMENT, AND HAVE TAUGHT KINDERGARTEN ON PRINCE EDWARD ISLAND FOR AT LEAST ONE YEAR BETWEEN 2000-2010. THE GRADUATING CLASSES OF 2010 IN THE EARLY CHILDHOOD DEVELOPMENT DIPLOMA PROGRAMS ON PRINCE EDWARD ISLAND ARE ALSO ELIGIBLE TO APPLY. FOR FURTHER ELIGIBILITY AND ADMISSION REGULATIONS, PLEASE READ THE ATTACHED DOCUMENTS.

THIS BACHELOR OF EDUCATION (EARLY YEARS) PROGRAM WILL BE OFFERED ON A PART-TIME BASIS, AND CANDIDATES WHO MEET THE ELIGIBILITY REQUIREMENTS MUST APPLY BY FEBRUARY 20, 2010 TO BE CONSIDERED. APPLICATIONS FOR THE SECOND COHORT OF STUDENTS WILL BE ACCEPTED AT A LATER DATE. SUCCESSFUL APPLICANTS ARE EXPECTED TO COMPLETE THE DEGREE REQUIREMENTS WITHIN SIX YEARS OF COMMENCING STUDY.

INFORMATION SHEET FOR EARLY CHILDHOOD EDUCATORS UPEI Bachelor of Education (Early Years)

Introduction:

The Bachelor of Education (B. Ed.) with a concentration in the Early Years is a degree program consisting of 20 three-hour credit courses in education tailored for current kindergarten educators as they transition to the public school system in PEI. This program is designed to provide the variety of courses and extended field experiences through which students can develop the knowledge and skills needed to teach in the modern classroom. The program is offered on a part-time basis using a blended method of course delivery and provides the opportunity for students to focus their studies in Early Years (grades K-3) and to link their classroom practice with current theories and evidence-based practice.

ELIGIBILITY FOR B. Ed. (Early Years) for Early Childhood Educators:

1. Applicants must have proof of **Certification** from the PEI Department of Education and Early Childhood Development as an early childhood educator in PEI.
2. Applicants must have at least one (1) year's **experience** teaching in PEI kindergartens between 2000-2010.
3. Applicants who **graduated** in 2009 or **will graduate** in 2010 with a Diploma in Early Child Development from Holland College or College de L'Acadie are eligible to apply for this degree. Students who **will graduate** in 2010 must provide verification that they are students in good standing from their Supervisor at the College they are attending. Upon graduation, they must submit a photocopy of the ECE Certificate issued by the PEI Department of Education and Early Childhood Development.
4. Applicants must submit a **transcript** from each post-secondary institution the candidate has attended (Holland College, College de L'Acadie, university, etc.). Candidates must submit transcripts if they have taken just one course or a complete diploma/certificate or degree from any post-secondary institution.
5. Candidates who have a letter **offering employment** as a kindergarten teacher in a Prince Edward Island School Board or District beginning September 2010 will be first considered for a seat in the program. If seats remain available, those who have not been offered teaching positions beginning September 2010 in a PEI school will be considered. This group will include the 2010 graduates of Early Childhood Diploma programs from Holland College and College de L'Acadie.

ADMISSION REQUIREMENTS FOR B. Ed. (Early Years) for Early Childhood Educators:

A completed Admission package will include:

1. **UPEI undergraduate application form**

2. **\$50** application fee
3. **Supplementary Application form** which includes the **Personal Statement**
4. **Three (3) reference forms** which are **either** sent directly to the Registrar's Office **or** are enclosed with your application forms in a sealed envelope which has the signature of the referee over the seal.
5. A **photocopy** of your Early Childhood Certificate granted by the PEI Department of Education and Early Childhood Development.
6. A **photocopy** of the official offer of employment letter, offering a Kindergarten teaching position, in a PEI School Board or District beginning September 2010.
7. An **OFFICIAL** copy of your academic transcript(s) from EACH post-secondary institution that you have attended will **either** be sent to the Registrar's Office at UPEI, **or** the official transcript(s) are enclosed with your application forms in an official sealed envelope from the issuing institution(s).
8. A **letter** from an employer(s) providing proof of at least one (1) years kindergarten teaching experience in PEI between 2000- 2010.

ADDITIONAL ENTRANCE REQUIREMENTS:

In addition to all of the above documentation required, admission requirements include:

1. At least 3 semester hours of a university credit in English Composition (or French Composition if the applicant is applying for French Education), e.g. Eng. 101 or a Faculty-approved equivalent. Applicants may be accepted without meeting this requirement, but an offer of admission to the program will include a requirement from the Admissions committee to complete the missing requirement before the end of the applicant's B. Ed. Program at UPEI.
2. At least 3 semester hours of university credit in Math, e.g. Math 101, or a Faculty approved equivalent, or a stats course. Similar to the requirement stated in the above, applicants may be accepted without meeting this requirement, but an offer of admission to the program will include a requirement from the Admissions committee to complete the missing requirement before the end of the applicant's B. Ed. Program at UPEI.

THE APPLICATION AND ADMISSION PROCESSES

The Applicant's Role:

1. **Print** off the UPEI Application Form, complete it by hand and sign.
2. **Print** off the Reference Form(s). Three (3) forms must be completed: one from a referee who can attest to your academic ability, one from a referee from a teaching or work-related perspective, and the third is your choice – either another academic reference or a work/teaching potential reference.
3. Make arrangements for your **transcript(s)** from each post-secondary institution that you have attended to be sent to the Registrar's Office at UPEI.
4. Make a **photocopy** of your ECE certification from the PEI Department of Education and Early Childhood Development

5. Make a **photocopy** of your offer of employment letter from a PEI School Board or District
6. **DOWNLOAD** the **Supplementary Application Form** to your computer and work on it at your leisure. Add rows to the tables as needed. When complete, please print and sign.
7. **Respond** to the **Personal Statement**.
8. Arrange to have your employer or former employer provide a letter indicating kindergarten teaching experience in PEI between 2000-2010.
9. **For potential 2010 ECE graduates only**; have your supervisor at Holland College or College de L'Acadie send a letter verifying that you are a student of the program in good standing.
 - The **completed application package** and \$50.00 fee must be sent to the Registrar's Office at UPEI and postmarked no later than Feb. 20, 2010.
 - If the candidate is notified by the Registrar's Office that **documents are missing** from the application package, it is the candidate's responsibility to ensure that they are submitted no later than March 10, 2010.
 - If accepted into the B.Ed program, successful applicants must **submit a \$500** non-refundable deposit according to the date specified in the acceptance letter. This non-refundable deposit goes towards your tuition.

The Role of the Registrar's Office at UPEI:

1. The **Registrar's Office** receives your package and notifies you by letter if any documentation has not yet been received.
2. The **Registrar's Office** will notify you by letter when your application is complete. It is your responsibility to make sure that the documents are sent in (e.g. references or transcripts).
3. Once complete, the **Registrar's Office** sends your application package to the Faculty of Education.
4. The **Registrar's Office** sends out official letters to applicants by mid to late April. These letters will be either:
 - **Full Acceptance**
 - **Conditional Acceptance:**
 - a) If courses are in progress, final official transcripts must be sent into the Registrar's Office by July 1, 2010
 - and/or**
 - b) Must complete missing English or Math requirements before the completion of the B. Ed. program
 - **Wait List:** Candidates on the Wait List will be contacted if accepted candidates decide not to accept a seat in the B. Ed. program. This could take place at any time and as late as the first day of class.
 - **Can't consider at this time:** Candidates may not be considered if applications are incomplete, if they do not meet the admission or eligibility requirements, or their application is not recommended by the Admissions committee at the Faculty of Education.

The Role of the Faculty of Education:

1. **Meet with and answer questions** from potential applicants.
2. **Invite representatives** to assist in assessing the Supplementary Application Forms and Personal Statements. (e.g. UPEI faculty and UPEI sessional instructors, Department of Education and Early Childhood Development and school personnel; Colleges, etc.)
3. **Assess and rank** applications according to:
50% of ranking based on:
 - Background Requirements (see Admission Requirements)
 - Academic background: degree, ECE diploma; required courses; strongly recommended courses; other courses; additional training; and professional development.
 - References**50% of ranking based on:**
 - Supplementary Application Form
 - Personal Statement
4. **Hold interviews** if necessary.
5. **Submit lists** to Registrar's Office of those who are: fully accepted, conditionally accepted, wait list applicants, or those who cannot be considered at this time.
6. **Offer feedback**, if requested, to unsuccessful candidates.

IMPORTANT DATES, ADDRESSES and CONTACT INFO:

1. Applications must be postmarked by **February 20, 2010**.
2. Last date for missing documentation is **March 10, 2010**.
3. Letters from the Registrar's Office will be sent out by **mid to late April, 2010**.
4. **Forms are available** on the Faculty of Education website: www.upei.ca/education
5. **Mail applications** to:
UPEI Registrar's Office
550 University Avenue
Charlottetown, PE
C1A 4P3
6. If there are **questions** relating to admissions, contact Cathy Parsons at the Faculty of Education (caparsons@upei.ca) or telephone (902-566-0730)