Registration – 4 Year Community-Based Bachelor of Education

Presented by UPE Advisor
March 2022
Overview

• Community-based BEd program structure

• Course Registration:
  • What? Where? When? How?
  • Student Centre (my.ucalgary.ca)
  • Schedule Builder and Search for Classes
  • Other Info

• Letters of Permission (LOPs) for external non-ed courses

• Enhance your experience
BEd Program Requirements

Our 4-Year Bachelor of Education pathway is designed to give you the skills and competencies to be a great first year teacher, with a good foundation in core subject areas and added depth in one area of specialization.

- Program consists of 120 units:
  - 21 EDUC major courses (EDUC 201 and EDUC 400/500)
  - 8 teachable subject area courses specific to your specialization
  - 6 foundational courses in a breadth of areas
  - 5 elective courses from any area

The Four-Year BEd Program page in the online Calendar has information on course requirements.
What Your Program Looks Like: 4-year path

## Four-year plan

The four-year plan is for students just starting their studies, or wanting to take lighter non-Education semesters. Ensure to refer to our [Registration Guide](#) for specific EDUC enrolment information.

<table>
<thead>
<tr>
<th>Year 1</th>
<th>Year 2</th>
<th>Year 3</th>
<th>Year 4</th>
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</thead>
<tbody>
<tr>
<td><strong>Summer:</strong> EDUC 201 (On-Campus at the University of Calgary)</td>
<td><strong>Summer:</strong> EDUC 460 (On-Campus at the University of Calgary)</td>
<td><strong>Summer:</strong> EDUC 427 (On-Campus at the University of Calgary)</td>
<td><strong>Summer:</strong> EDUC 525; 535 (On-Campus at the University of Calgary)</td>
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<td><strong>Fall:</strong> EDUC 420, 430, 435, 440 (University of Calgary Online + In-School <strong>Field Experience</strong>)</td>
<td><strong>Fall:</strong> Letter of Permission Term</td>
<td><strong>Fall:</strong> Letter of Permission Term</td>
<td><strong>Fall:</strong> EDUC 520; 530, 540 (University of Calgary Online + In-School <strong>Field Experience</strong>)</td>
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<tr>
<td><strong>Winter:</strong> Letter of Permission Term</td>
<td><strong>Winter:</strong> EDUC 445, 450, 456, 465 (University of Calgary Online + In-School <strong>Field Experience</strong>)</td>
<td><strong>Winter:</strong> Letter of Permission Term</td>
<td><strong>Winter:</strong> EDUC 546, 551, 556, 560 (University of Calgary Online + In-School <strong>Field Experience</strong>)</td>
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</tbody>
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What Your Program Looks Like: 3-year path

The three-year plan is for students who have already completed a number of post-secondary courses, and are hoping to compress their studies. Typically, this would work for students who have completed 7 - 10 applicable non-Education courses. Ensure to refer to our Registration Guide for specific EDUC enrolment information.

**Year 1**
- **Summer**: EDUC 201 (On-Campus at the University of Calgary)
- **Fall**: EDUC 420; 430; 435; 440 (University of Calgary Online + In-School [Field Experience](#))
- **Winter**: Letter of Permission Term

**Year 2**
- **Summer**: EDUC 427; 460 (On-Campus at the University of Calgary)
- **Fall**: Finish Non-Education Courses
- **Winter**: EDUC 445; 450; 456; 465 (University of Calgary Online + In-School [Field Experience](#))

**Year 3**
- **Summer**: EDUC 525; 535 (On-Campus at the University of Calgary)
- **Fall**: EDUC 520; 530; 535 (University of Calgary Online + In-School [Field Experience](#))
- **Winter**: EDUC 546; 551; 556; 560 (University of Calgary Online + In-School [Field Experience](#))
Structuring Non-Education Courses

• Teachable Subject Area Courses (24 units; typically 8 courses)  
  – *Priority #1*
    • 6 different Teachable Subject Areas

• Foundational Courses (18 units; typically 6 courses)  
  – *Priority #2*
    Literature  |  Fine Arts  |  Psychology  |  Canadian Studies
    Phys Ed/Health & Wellness  |  Science/Mathematics

• Elective Courses (15 units; typically 5 courses)  
  – *Priority #3*
    • Your choice

Four-Year BEd Program Courses - Calendar 2021-2022
[www.ucalgary.ca/pubs/calendar/current/ed-4-2.html](http://www.ucalgary.ca/pubs/calendar/current/ed-4-2.html)
Student Centre

my.ucalgary.ca

• Access information about your student record
• Register in courses and check grades
• Review your student financial account
• Change your program or major or add a minor or certificate

www.ucalgary.ca/registrar/student-centre
Enrolment Appointment

How to find your course registration date/time in your Student Centre

www.ucalgary.ca/registrar/registration/enrolment-appointments
Schedule Builder

www.ucalgary.ca/registrar/registration/schedule-builder
Search for Classes (Course Search)

- Choose semester
- Choose course code
- Add course number (optional)
- Show undergrad courses only
- Check if only wanting to see courses with space (optional)
- Search by “Web-based” for online courses!
Step 1: Click on “Program & Advising Info”

Step 2: Click on “Academic Requirements”
Academic Requirements

- Teachable Subject Area Courses
- Foundational Courses
- EDUC Courses
- Elective Courses

ucalgary.ca/registrar/student-centre/academic-requirements
EDUC Registration Guide

Undergraduate Program in Education page - “Current Students”
werklund.ucalgary.ca/undergraduate-programs/current-students/registration-guides

• See the guide for the Community-Based pathway
• Helps you choose the correct course and section for your route and teachable subject area
• Contains any course updates, alternative dates and deadlines for EDUC courses, and alternative Summer/online offerings for on-campus students
Create Your Program Structure

• Step 1 – Understand your program requirements and structure through the UPE website and Calendar

• Step 2 – Prepare for registration at UCalgary by finding your course registration date/time and set yourself a reminder

• Step 3 – Familiarize yourself with “Search for Classes” and “Schedule Builder” for registration at UCalgary

• Step 4 – For external non-EDUC courses, use your LOP Guide and our suggested non-ed course listings.

• Step 4 – Use Registration Guide to help choosing the appropriate EDUC major courses
New! June 1-on-1 advising appointment

- All Community-based students, following the submission of their LOP transcripts (which are due June 1\textsuperscript{st}) will meet with an advisor via Zoom for an appointment in June to discuss program progression, prior to July courses.

- This will be an annual meeting, starting this summer

- We will be sending out more information once schedule of appointments are created.
Letter of Permission (LOPs)

• Required to be approved prior to any studies outside of UCalgary (e.g. for non-education courses). Recommended to do from one institution per term, but up to two are permitted.

• Must be submitted by deadlines indicated on LOP Guide:
  • Fall LOP submission due June 1, Winter LOP submission due in Fall.

• Cannot be edited once submitted, so we recommend checking in via email to upe@ucalgary.ca prior to submission

• LOP How-to Session will take place this summer
  • highly recommended to attend!
Progression & Commonly Asked Questions:

• Must complete all course requirements prior to final year EDUC 500s.
• Cannot take non-education courses during an Education term (e.g. during the EDUC 400s in Fall)
• Must submit all transcripts from external studies annually by June 1\textsuperscript{st} (regardless if you are still wrapping up a course) for credit processing - this is especially important for our academic meeting in June!
  • We suggest you request transcripts as soon as you have completed all of your courses for the year, but no later than May 15th
• Must maintain good academic standing (above 2.5 GPA that academic year) to progress into EDUC terms.
Field Experience

There are 4 field experiences, one in each of your Education terms:

- **Field I** is two weeks during the Fall term
- **Field II** is four weeks during the Winter term
- **Field III** is six weeks long during the Fall term of the last year
- **Field IV** is eight weeks long during the Winter term of the last year

Other EDUC courses finish before you go out to Field, which conclude your terms (like the “final exam”)

More information on Field Experience & FAQs can be found on the webpage: werklund.ucalgary.ca/undergraduate-programs/field-experience
Faculty and Campus Resources

Faculty Resources
• Academic Advisors
• Field Advisors/Career Advisors
• Experiential Learning Facilitator
• Directors of Student Experience & Field

Campus Resources
• Wellness Center
• Student Success Center
• Student Accessibility Services (SAS)
• Enrolment Services
• Financial Aid and Student Awards
Student Opportunities

Optional ways to enhance your experience at Werklund:

**Service Learning**
- curated and coordinated volunteer opportunities

**Professional Learning**
- build on academic learning from the program

**Land-Based Opportunities**
- focus on Indigenous ways of knowing and connecting to the land

**Teaching Across Borders**
- volunteer teach and experience a new culture

**Mentorship**
- Peer-to-Peer and Professional-to-Preservice

**K-12 Tutoring Program**
Contact Your Advisors

UPE@ucalgary.ca

Appointments currently available via Zoom & In-Person, we also advise over Zoom drop-ins as well
  • bookable and drop-in times available from our Contact page: werklund.ucalgary.ca/undergraduate-programs

Reminder: include your UCID & use your UCalgary email for all communication with our office to help us best advise & protect your info

FOIP Regulations
  • ucalgary.ca/registrar/student-centre/privacy-policy
  • To grant friends, partner, or family access to your private information, you need to complete Third-Party Authorization form
Questions?