Master of Education: Interdisciplinary Pathway

STEP 1 – Graduate Certificate

https://grad.ucalgary.ca/future-students/how-apply

Start your application

Identify the admission category that applies to you and follow the steps below.

Regular students

1
Collect your documentation

- Check your program requirements to find out which documents and forms you will need to prepare.
- See the program's list of required documents for submission details.
- Prospective doctoral students with funding from the China Scholarship Council: **see additional information**.

2
Gather references (if required)

- Contact past professors for potential references. We will invite your referees to complete an online reference form after you submit your application.
- Some course-based programs do not require references, please see specific admission requirements if you are unsure.

3
Begin your application

- **Create an eID** to log in. If you already have an eID, you can begin your **online application**.
- Once you begin, remember to click 'Save & Continue' often to ensure your application is saved.

4
Submit your application

- Pay your application fee:
  - $125 for Canadians or Permanent residents
  - $145 for International Students
- **Learn about payment options here**

Admission Forms

Create a New Application

Program	Status

Student Admissions *for* Graduate Studies
UNIVERSITY OF CALGARY

Read This First

Personal Information

Complete these sections →

Addresses

Contact Information

Citizenship

IMPORTANT

Post-Secondary Education

List the post-secondary institutions you have attended starting with the most recent **You must list all post-secondary education** regardless of whether the degree was completed. This includes any short-term enrolment, courses taken for upgrading, transfer credit, **and any previous attendance at the University of Calgary.**

Failure to disclose full post-secondary records is a serious matter and may result in disciplinary action.

Program Information

Program of Choice

New Program

Program	Term
No records to display.	

Note: Doctoral Cotutelle program is currently suspended; The University of not accepting applications at this time.

If you require technical assistance please contact the Faculty of Graduate Studies at gradapp@ucalgary.ca or (403) 220-4938.

Go Back   Save & Continue

Program Information

Choose one of the programs offered below:

Program
Anthropology
Archaeology
Art
Biological Sciences
Built and Landscape Heritage
Bridge to Teaching - Graduate Certificate
Chemistry
Communication and Media Studies
Computer Science
Computational Media Design
Data Science and Analytics - Diploma
Data Science and Analytics Master Degree
Data Privacy - Graduate Certificate
Drama - MFA in Design/Technical
Drama - MFA in Directing
Drama - MFA in Interdisciplinary Creation and Research
Drama - MFA in Playwriting
Drama - MFA in Theatre Studies
Designing Smart and Secure Communities
Economics
Educational Research - On Campus Thesis-based Programs
Education - Doctor of Education
Education - Graduate Certificate - Step 1
Education - Graduate Diploma - Step 2
Education - MEd Laddered Pathways - Step 3

Program Information

Education - Graduate Certificate - Step 1 offers the following Graduate Studies program(s):

Degree Program	
Education - Graduate Certificate - Step 1, Graduate Certificate	

CLICK to continue

Please note that graduate program deadline dates may vary from one program to another. If the graduate program that you are looking to apply to is closed, please contact the program directly Graduate Programs.

To continue with your application, position mouse and click on the degree program above that you wish to apply to.

Go Back

Program Information

Choose a term of enrolment and specialization (if applicable).

Program	Education - Graduate Certificate - Step 1, Graduate Certificate
Area of Study	Educational Research
Specialization	Interdisciplinary Studies
Location	Distance Education
Expected Term of Enrollment	**Summer 20XX**

Program Deadlines:
Canadian Citizen, Permanent Resident — 20XX-03-01
International — 20XX-03-01

This is the deadline for
all applicants to:
1. submit their application,
2. upload unofficial transcripts,
and
3. for referees to upload their reference.

(11:59pm MT)

Please note that application terms have deadline dates that vary.

If the term or specialization (if applicable) that you are looking to apply to is not showing, please check with the graduate program directly Graduate Programs

Go Back   Save & Continue

Program Information

Program of Choice

Program		Term	
Educational Research, Graduate Certificate Interdisciplinary Studies, Distance Education		Summer 20XX	Change

Program Information

Are you applying to a combined program? (Example: MBA/JD) If yes, specify which program.

○ Yes ● No ⟵

Are you looking for advanced credit? If yes, please list the courses you wish to receive credit for.

○ Yes ○ No ⟵

> Please refer to Advanced Credit on the GPE website, for information and instructions.

Have you previously withdrawn from a graduate program at UCalgary, and are now applying to continue that same program? (Re-Admission)
Note: Laddering students complete credentials such as the certificate, diploma and final degree in stages: each credential is considered a new application. (New Admission)

○ Yes ● No ⟵

> Unless you previously started Step 1: *Graduate Certificate* and withdrew before completing.

How did you hear about this program?

-select- ▼

Do you have funding from any of the following sources?

-select- ▼

Are you planning to apply, or have you applied for funding from any of the following sources?

-select- ▼

[Go Back]   [Save & Continue]

Program-Specific Questions

Answer all the questions which are required by the program you selected.

Program Specific Documentation can be uploaded, after submission, through the student centre

Reminder: For security reasons, you will be automatically logged out of the application if you take more than 30 minutes on this page.

You may copy and paste your answers (original formatting may not be kept). All questions/boxes are required and must contain information in order to save and continue.

1. Identify your first choice of intended topic for your certificate program.

---Select one--- ▼

In the event your first choice cannot proceed.

2. Identify your second choice of intended topic for your certificate program.

---Select one- ▼

3. In the section below, please write your "statement of intent" indicating 1) your reasons for pursuing this graduate program, and 2) how completion of this program is related to your desired career path, academic goals, and/ or employment objectives. (Maximum 500 words).

Required

4. Please calculate your cumulative GPA and enter the value here using this GPA Calculator Worksheet. Further information and resources are available to support you on our webpage.

REFER TO THE

Detailed Instructions

Please ensure you save the worksheet and upload it on the student portal after you have entered the cumulative GPA here.

Required

GPA CALCULATION GUIDELINES:

- **GPA calculations are based on the second half of the undergraduate degree** with a minimum of 60 units (normally 20 "half-courses" or 10 "full" courses) **without splitting a semester or term.**

- **If you cannot determine the chronological order** of the courses on a transcript, **do a calculation on _all_ courses for the degree.**

- **If you completed your previous studies in a country other than Canada**, you must use the grade equivalency for your country. **If your final results are noted in "Standing" or "Division", do not calculate a GPA.**

- If you have **re-taken a course, only the re-take grade is included** in the GPA calculation.

- **Pass or non-graded courses** (CR/credit) are **NOT included** in the count of units for the GPA calculation.

- Courses taken as **"extra to degree" within the last two years of the program should be included** in the GPA calculation.

- **Courses taken after the degree has been awarded** are **NOT included** in the GPA calculation.

- **Transfer credits from another institution, given an actual grade on the degree-awarding transcript ARE included** in the GPA calculation.

- The **GPA is calculated using the grading scale of the institution** (usually found on the back of the transcript).

- **If grades are recorded in percentage, and there is no letter grade equivalent** on the transcript, **keep the calculation in percentage form.** If there is **a letter grade and a percentage grade, use the percentage grade.**

- **If you hold a 4-year bachelor's degree as well as an After Degree** (e.g., B.Ed.), two separate calculations must be completed, i.e., **all the courses of the After Degree and 20 half courses or 60 units** (without splitting a term or semester), **on the first baccalaureate degree.**

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5. Please select the grading scale you have used to calculate your Cumulative GPA. NOTE: If your institution uses a reverse scale, please select other and indicate this in the text box.

4 ⌄

6. If your GPA does not meet the minimum requirements for admission, please provide additional information to support a possible admission decision.

Required

7. Please list any professional employment/career experience you have had that relates to your chosen program of study.

Required

8. Please list any academic or professional publications, scholarly or professional conference presentations, or other scholarly activities that you have completed.

Required

9. Please list below any academic awards, achievements, honours or other distinctions you have received.

Required

10. Please identify academic, community organizations, communities, and professional organization you are affiliated with, or hold membership in.

Required

11. Please add any other information you feel would be important for the Admissions Committee to use in evaluating your graduate application. If you feel your credentials and the other information you have already provided on this form, or will be submitting to the graduate program in support of your application, represents you fairly, you should feel no obligation to write anything further here.

Required

Go Back | Save & Continue

Test Scores

NOTE:

All applicants whose primary language is not English must meet the English Language Proficiency Requirement. Please see English Language Proficiency Requirement on the GPE website for the acceptable ways to fulfill this requirement.

All official test scores must be submitted to the Department to which you are applying **directly by the testing agency**. The information you supply below is not considered official but will assist the Department in evaluating your application until the official score is received.

If you have not yet completed a test, please select the test you will take and the anticipated future date in which the test will be taken.

Please note: English Proficiency exams must be taken within the last two years in order to be considered. Exam scores older than two years will not be accepted.

You have indicated that you are a Canadian Citizen, Permanent Resident or have obtained a degree from Canada or the USA. If English is your primary language you do not need to provide proof of English language proficiency. However; the program you are applying to may require evidence of your English proficiency if English is an additional language for you.

To continue you must click on the 'Save & Continue' button to indicate that you have read this page.

Go Back | Save & Continue

Referees

Provide the names and contact information for referees who will submit reference reports on your academic ability and qualifications. Please

* submit **business or institutional e-mail addresses** for all of your referees.

An appropriate letter of recommendation is one written by an independent individual who can provide an assessment of your background and capabilities with respect to the prospective program. Letters from friends, family members, colleagues, people currently registered in a graduate degree program, or general reference letters that are not written in support of your application to the particular graduate program **are not acceptable.** If you are currently registered in a graduate degree program at the University of Calgary, or if you have recently completed a graduate degree program, one letter of reference should come from your program supervisor. Unless you have been out of school for more than four years, at least one letter, and preferably all, should be by an academic. A reference from a non-academic source should come from a person who has had direct supervisory experience with you.

Upon submission of your application, your referees will be sent an email containing the reference request and the appropriate link to the required documents. Reference requirements are individual to each graduate program and the requirements are specified in the link contained in the email. The email will also contain a link where referees are able to upload the required document(s). You will be able to view the status of your reference submissions in your student centre and both you and your referee will receive a confirmation email when the referee request has been completed.

IMPORTANT:
It is the responsibility of the applicant to ensure references have been uploaded by the deadline.

Please select a program to add referees to.

Program	Referees Entered	Referees Needed	Status
Educational Research, Graduate Certificate, Interdisciplinary Studies, Distance Education	0	2	Incomplete

CLICK to add referee

Please provide 2 Referees for the Program: Education - Graduate Certificate, Graduate Certificate

1   **Add A Referee**

Add Referee

* Last Name	
* First Name	
* Title	
* Organization Name	
* Phone	Country Code -select-
	Area Code
	Phone Number
	Extension
* Email Address *	
* Confirm Email Address	

* business or institutional e-mail address

Cancel   Add

2   **Repeat for second Referee**

Name		
Smith, John	Edit	Delete
Jones, Mary	Edit	Delete

Go Back   Save & Continue

3

Review and Submit Application

Once the status for all sections is marked complete you may review your application before payment and submission to the Faculty of Graduate Studies.

Section	Status
Read This First	Complete ✓
Personal Information	Complete ✓
Addresses	Complete ✓
Contact Information	Complete ✓
Citizenship	Complete ✓
Post-Secondary Education	Complete ✓
Program Information	Complete ✓
Program-Specific Questions	Complete ✓
Test Scores	Complete ✓
Referees	Complete ✓

Go Back   **Continue**

Review Application

Go Back   **Print Summary**   **Continue**

1

Go Back   **Print Summary**   **Continue**

2

Applicant Declaration and Submission

Application Declaration

I hereby declare the information I have submitted in this application is true, complete and correct to the best of my knowledge and that my autobiographic and personal submissions are authored solely and entirely by me. I will keep the university informed of any changes to the information in my application materials. I understand that submitting this application permits the University of Calgary to request or confirm any factual information necessary to support my application for admission and that the submission of any false or plagiarized statements or documents or failure to disclose attendance at another post-secondary institution will result in the immediate cancellation of admission and registration to the University of Calgary.

The personal information of applicants is collected under the authority of the Post-Secondary Learning Act and in accordance with the Freedom of Information and Protection of Privacy Act (Alberta). It is required to determine eligibility for admission and to contact applicants regarding University programs and services. If admitted, the personal information will form part of the student record and will be disclosed to relevant academic and administrative units. Some information will be disclosed to relevant student societies and the alumni association and will be provided to the federal and provincial governments to meet reporting requirements.

☑ I have read and understood this applicant declaration, and that if admitted to the University of Calgary, I agree to comply with all rules and regulations of the University.

Payment

By submitting this application, you agree to pay the **non-refundable** application fee. This fee is required **for each application** that is submitted, regardless of your eligibility to apply or be admitted to the University of Calgary. Applications will not be processed if the application fee has not been paid.

How would you like to pay?

○ I have already submitted my application fee payment.

○ I will pay by credit card. (Visa/MasterCard/American Express)

○ I will pay through an alternate payment option. Available options are listed on the UCalgary website
https://www.ucalgary.ca/registrar/finances/tuition-and-fees

Go Back   **Submit**